



COUNCIL MEETING AGENDA

Tuesday, June 21st, 2022
Following Public Meeting – Official Plan Five Year Review at 5:30 p.m.
Municipal Office – Council Chambers – 217 Harper Road

5:30 p.m. *Public Meeting – Official Plan Five Year Review*
Following *Council 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**

- i) **Council Meeting – May 24th, 2022 – *attached, page 9.***

Suggested Motion by Deputy Reeve Barrie Crampton:

“THAT, the minutes of the Council Meeting held on May 24th, 2022, be approved as circulated.”

- ii) **Committee of the Whole Meeting – June 7th, 2022 – *attached, page 20.***

Suggested Motion by Councillor Gene Richardson:

“THAT, the minutes of the Committee of the Whole Meeting held on June 7th, 2022, be approved as circulated.”

- iii) **Committee of the Whole Meeting (Closed Session – Solicitor/Client Privilege – Water and Sewer Service Agreement - New Long Term Care Facility) – June 7th, 2022 – *to be distributed at the meeting.***

Suggested Motion by Councillor Beverley Phillips:

“THAT, the minutes of the Council Meeting (Solicitor/Client Privilege – Water and Sewer Service Agreement - New Long Term Care Facility) – June 7th, 2022, be approved as circulated.”

5. DELEGATIONS & PRESENTATIONS

i) **Public Meeting - Request to Close Unopened Road Allowance – Edwards/Wolfe.**

a. CLERK REVIEW OF FILE

Report #C-2022-19 - Request to Close Unopened Road Allowance – Edwards/Wolfe – *attached, page 29.*

b. APPLICANT COMMENTS

c. PUBLIC COMMENTS

ii) **Delegation: Planet Youth – attached, page 43.**

Kevin Clouthier, Vice-Chair, Planet Youth Lanark County.

6. CORRESPONDENCE

None.

7. MOTIONS

i) **Mississippi Valley Conservation Authority – Programs & Services.**

Suggested Motion by Councillor Rob Rainer:

*“**THAT**, the Council of the Corporation of Tay Valley Township supports the continued delivery of Category 2 and 3 programs by Mississippi Valley Conservation Authority;*

***AND THAT**, staff work with the Mississippi Valley Conservation Authority on a Memorandum of Understanding and Cost Apportionment Agreement to be presented to Council in the early 2023.”*

ii) **Report #PW-2022-11 – Two (2) Heavy-Duty Motor Graders – RFP Award.**

Suggested Motion by Councillor RoxAnne Darling:

*“**THAT**, the Township make capital investments into the 2008 Volvo, as necessary, to add an additional 5-years of service with intentions to replace the grader in 2027.”*

iii) **Report #PD-2022-27 – Severance Application – Irvin.**

Suggested Motion by Councillor Mick Wicklum:

“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Irvin B22/064 (Concession 2, Part Lots 12 and 13, geographic Township of South Sherbrooke) 319 O’Brien Lake Lane 14A to provide a lot addition and legalize an existing right-of-way in favour of lands at 323 O’Brien Lake Lane 14A, owned by Harold Cameron, 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-2022-28 – Home Energy Retrofit Program.**

Suggested Motion by Councillor Fred Dobbie:

“THAT, Report #PD-2022-28 – Home Energy Retrofit Program, be received for information.”

v) **Climate Change Action Plan – 2022 Report Card.**

Suggested Motion by Deputy Reeve Barrie Crampton:

“THAT, the Climate Change Action Plan – 2022 Report Card be approved for use.”

vi) **Report #PD-2022-29 – Green Energy and Climate Change Working Group – Annual Report.**

Suggested Motion by Councillor Gene Richardson:

“THAT, Report #PD-2022-29 – Green Energy and Climate Change Working Group Annual Report be received for information.”

vii) **Report #CBO-2022-06 – Building Department Report – January – May 2022.**

Suggested Motion by Councillor Beverley Phillips:

“THAT, Report #CBO-2022-06 – Building Department Report – January - May 2022 be received as information.”

viii) **Report #PW-2022-12 – Electric Vehicle – RFP Award.**

Suggested Motion by Councillor Rob Rainer:

“WHEREAS, Request for Proposals were let for the purchase of an electric vehicle and no bids were received;

***NOW THEREFORE BE IT RESOLVED THAT,** Section 7.2 of the Township’s Purchasing Policy be waived to allow Staff obtain quotations for an electric vehicle;*

***AND THAT,** a report be brought forward to a future Committee of the Whole meeting with further recommendations for Councils’ considerations”.*

ix) **Report #C-2022-17 – Hydrogeological Peer Review Services – RFP Award.**

Suggested Motion by Councillor RoxAnne Darling:

“THAT, the Request for Proposals for Hydrogeological Review Services be awarded to BluMetric Environmental as the principal contractor and Jp2g Consultants Inc. as the secondary contractor;

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

x) **2021 Annual Police Services Board Report.**

Suggested Motion by Councillor Mick Wicklum:

“THAT, the 2021 Annual Police Services Board Report be received as information.”

xi) **Report #FIN-2022-08 – Credit Card Payments for Online Tax Lookup Systems.**

Suggested Motion by Councillor Fred Dobbie:

“THAT, staff proceed with implementing online credit card payment for property taxes as an option in the new online tax lookup system.”

xii) **22-05-27 and 22-06-03 – Council Communication Packages.**

Suggested Motion by Deputy Reeve Barrie Crampton:

“THAT, the 22-05-27 and 22-06-02 Council Communication Packages be received for information.”

xiii) **The District Municipality of Muskoka – Annual Emergency Exercise Exemption.**

Suggested Motion by Councillor Gene Richardson:

“THAT, the Council of the Corporation of Tay Valley Township supports the resolution from The District Municipality of Muskoka requesting the province to amend Ontario Regulation 380/04 under the Emergency Management and Civic Protection Act to provide an exemption to the annual exercise requirement for municipalities that have activated their Emergency Control Group and/or Emergency Response Plan in response to an actual emergency that year.”

8. BY-LAWS

i) **By-Law No. 2022-015 – Disconnecting from Work Policy – attached, page 45.**

Suggested Motion by Councillor Beverley Phillips:

“THAT, By-Law No. 2022-015, being a by-law to adopt a Disconnecting from Work Policy, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ii) **By-Law No. 2022-016: Zoning By-Law Amendment – Donaldson – attached, page 50.**

Suggested Motion by Councillor Rob Rainer:

“THAT, By-Law No. 2022-016, being a by-law to Amend Zoning By-Law No. 2002-121 (3097 McDonalds Corners Road, Part Lot 25, Concession 12, geographic Township of Bathurst), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

iii) **By-Law No. 2022-017: Zoning By-Law Amendment – Thomson – attached, page 53.**

Suggested Motion by Councillor RoxAnne Darling:

“THAT, By-Law No. 2022-017, being a by-law to Amend Zoning By-Law No. 2002-121 (Farren Lake Lane 5 Road, Lot 11, Concession 1, geographic Township of South Sherbrooke), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

iv) **By-Law No. 2022-018: Zoning By-Law Amendment – Waddington – attached, page 56.**

Suggested Motion by Councillor Mick Wicklum:

“THAT, By-Law No. 2022-018, being a by-law to Amend Zoning By-Law No. 2002-121 (Big Rideau North Shore, Part Lot 26, Concession 3, geographic Township of North Burgess), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

- v) **By-Law No. 2022-019: Appointment of Deputy Chief Building Officials and Building Inspectors By-Law Amendment – attached, page 59.**

Suggested Motion by Councillor Fred Dobbie:

“THAT, By-Law No. 2022-019, being a by-law to Amend the Appointment of Deputy Chief Building Officials and Building Inspectors for Tay Valley Township (Brian Gass) 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
Ontario Association of Police Services Board Zone 2 Meeting	June 17 th	9:30 a.m.	Napanee
Committee of Adjustment Hearing	June 20 th	5:00 p.m.	Municipal Office
Public Meeting – Official Plan 5 Year Review	June 21 st	5:30 p.m.	Municipal Office
Council Meeting	June 21 st	Following	Municipal Office
Lanark County Police Services Board Meeting	June 22 nd	9:00 a.m.	Municipal Office
Public Meeting – Zoning By-Law Amendment	August 9 th	5:30 pm.	Municipal Office
Committee of the Whole Meeting	August 9 th	Following	Municipal Office
Council Meeting	August 23 rd	6:00 p.m.	Municipal Office

11. CLOSED SESSIONS

- i) **CONFIDENTIAL: Potential Litigation – 286 Black Lake Route 11**
Noelle Reeve, Planner.

Suggested Motion by Deputy Reeve Barrie Crampton:

“THAT, Council move “in camera” at ___ p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, regarding 286 Black Lake Route 11;

***AND THAT,** the Acting Chief Administrative Officer/Clerk, Deputy Clerk and Planner, remain in the room.”*

*Suggested Motion by Deputy Reeve Barrie Crampton:
“THAT, Council return to open session at ____ p.m.”*

- *Chair’s Rise and Report.*

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2022-020 - Confirmation By-Law – June 21st, 2022 – attached, page 61.**

Suggested Motion by Councillor Gene Richardson:

“THAT, By-Law No. 2022-020, being a by-law to confirm the proceedings of the Council meeting held on June 21st, 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, May 24th, 2022

6:00 p.m.

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

ATTENDANCE:

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

Staff Present: Amanda Mabo, Acting CAO/Clerk
Janie Laidlaw, Deputy Clerk
Noelle Reeve, Planner
Ashley Liznick, Treasurer

Regrets: Councillor Gene Richardson

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) Under Motions: Report #C-2022-15 – River House Vineyard and Winery –
Endorsement By-the-Glass.
- ii) Under New/Other Business: Storm Update.

The Agenda was adopted 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) **Council Meeting – April 26th, 2022.**

RESOLUTION #C-2022-05-01

MOVED BY: Beverley Phillips
SECONDED BY: RoxAnne Darling

“**THAT**, the last paragraph of item 5 ii) in the Council Meeting Minutes of April 26th, 2022 be amended by adding “The Planner informed Council that” Mike Yee from RVCA....”.

ADOPTED

RESOLUTION #C-2022-05-02

MOVED BY: Fred Dobbie
SECONDED BY: Mick Wicklum

“**THAT**, the minutes of the Council Meeting held on April 26th, 2022, be approved as amended.”

ADOPTED

ii) **Council Meeting (Closed Session – Identifiable Individual – Staffing Update) – April 26th, 2022.**

RESOLUTION #C-2022-05-03

MOVED BY: Mick Wicklum
SECONDED BY: RoxAnne Darling

“**THAT**, the minutes of the Council Meeting (Closed Session – Identifiable Individual – Staffing Update) held on April 26th, 2022, be approved as circulated.”

ADOPTED

iii) **“Special” Committee of the Whole Meeting – May 3rd, 2022.**

RESOLUTION #C-2022-05-04

MOVED BY: Barrie Crampton
SECONDED BY: Beverley Phillips

“**THAT**, the minutes of the “Special” Committee of the Whole Meeting held on May 3rd, 2022, be approved as circulated.”

ADOPTED

- iv) **Committee of the Whole Meeting – May 10th, 2022.**

RESOLUTION #C-2022-05-05

MOVED BY: Beverley Phillips

SECONDED BY: Rob Rainer

“**THAT**, the minutes of the Committee of the Whole Meeting held on May 10th, 2022, be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

- i) **Public Meeting - Request to Close Unopened Road Allowance – Pearson.**

a. CLERK REVIEW OF FILE

The Acting CAO/clerk gave a PowerPoint presentation – *attached, page 13.*

b. APPLICANT COMMENTS

None.

c. PUBLIC COMMENTS

None.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #C-2022-15 – River House Vineyard and Winery – Endorsement By-the-Glass – *attached, page 18.***
Amanda Mabo, Acting CAO/Clerk.

RESOLUTION #C-2022-05-06

MOVED BY: Barrie Crampton

SECONDED BY: Beverley Phillips

“**THAT**, Council of the Corporation of Tay Valley Township support the By-the-Glass Endorsement for the River House Vineyard and Winery located at 221 Davern Lane, Maberly, Ontario.”

ADOPTED

ii) **Report #PD-2022-24 – Severance Application – McDougall.**

RESOLUTION #C-2022-05-07

MOVED BY: Beverley Phillips

SECONDED BY: Rob Rainer

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for B22/10 (Pt Lot 5 Con 4 S geographic Township of Bathurst, Roll #091191601020900) known as 140 Tysick Road for a new lot, 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 the severance, both hard copy and electronically;

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

That, the applicant shall obtain an Entrance Permit and Civic Address Number for the severed lot from the Township;

That, sufficient lands shall be dedicated to the Township along the frontage of the lot to be severed and the lot to be retained in order to meet the Township’s road widening requirements at no cost to the Township, if required.”

ADOPTED

iii) **Report #PD-2022-25 – Removal of 0.3m Reserve on Ernest Way.**

RESOLUTION #C-2022-05-08

MOVED BY: Rob Rainer

SECONDED BY: Beverley Phillips

“**THAT**, Council approve the lifting of the 0.3m reserve on the cul de sac of Ernest Way and the transfer of the land to the owners of the large parcel to the east (Roll #091191601512603) Part Lots 21,22 Con 2 Geographic Township of Bathurst (132 Ernest Way).”

ADOPTED

- iv) **Report #PD-2022-26 – Condominium Declaration – Whyte.**

RESOLUTION #C-2022-05-09

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“**THAT**, the Condominium Declaration for Whyte, file 09-CD-21001, be approved as a condition of completion of severance B19/068.”

ADOPTED

- v) **Report #CBO-2022-05 – Building Department Report – January – April 2022.**

RESOLUTION #C-2022-05-10

MOVED BY: Mick Wicklum
SECONDED BY: RoxAnne Darling

“**THAT**, Report #CBO-2022-05 – Building Department Report – January - April 2022 be received as information.”

ADOPTED

- vi) **Report #PW-2022-11 – Two (2) Heavy-Duty Motor Graders – RFP Award – *deferred to a future meeting.***

The Acting CAO/Clerk explained that Local Authority Services (LAS) has partnerships with various supplies and service providers, and they can offer discounts to LAS members. Staff have discovered that the bidders for the Heavy-Duty Motor Graders are partnered with LAS and staff would like to look into what discounts are available prior to making capital investments into the 2008 Volvo. Staff will bring an update back to Council once this information is obtained and recommended that this item be deferred until then.

- vii) **Report #C-2022-12 – Election – Compliance Audit Committee – Appointments.**

RESOLUTION #C-2022-05-11

MOVED BY: Barrie Crampton
SECONDED BY: Beverley Phillips

“**THAT**, Phil Hogan, Paul Howard and Richard Bennett be appointed to the Joint Lanark County Compliance Audit Committee for the term November 15, 2022 to November 14, 2026 to deal with applications from the 2022 Election and any by-elections during the next Council term.”

ADOPTED

viii) **Integrity Commissioner Services Annual Report – 2021.**

RESOLUTION #C-2022-05-12

MOVED BY: Barrie Crampton

SECONDED BY: Beverley Phillips

“**THAT**, the Integrity Commissioner Service Annual Report – 2021 be received for information.”

ADOPTED

ix) **Appointment of Re-Use Centre Volunteer.**

Council would like to review the status of the COVID-19 Vaccination Policy and asked Staff to bring a report to the August Committee of the Whole meeting.

RESOLUTION #C-2022-05-13

MOVED BY: Beverley Phillips

SECONDED BY: Rob Rainer

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

- Haidee White.”

ADOPTED

x) **22-04-21 and 22-05-04 – Council Communication Packages.**

RESOLUTION #C-2022-05-14

MOVED BY: Rob Rainer

SECONDED BY: Beverley Phillips

“**WHEREAS**, the cost of municipal insurance in the Province of Ontario has continued to increase with especially large increases going into 2022;

AND WHEREAS, Joint and Several Liability continues to ask property taxpayers to carry the lion’s share of a damage award when a municipality is found at minimum fault;

AND WHEREAS, these increases are unsustainable and unfair and eat at critical municipal services;

AND WHEREAS, the Association of Municipalities of Ontario outlined seven recommendations to address insurance issues including:

1. That the Provincial Government adopt a model of full proportionate liability to replace joint and several liability.

2. Implement enhancements to the existing limitations period including the continued applicability of the existing 10-day rule on slip and fall cases given recent judicial interpretations and whether a 1-year limitation period may be beneficial.
3. Implement a cap for economic loss awards.
4. Increase the catastrophic impairment default benefit limit to \$2 million and increase the third-party liability coverage to \$2 million in government regulated automobile insurance plans.
5. Assess and implement additional measures which would support lower premiums or alternatives to the provision of insurance services by other entities such as non-profit insurance reciprocals.
6. Compel the insurance industry to supply all necessary financial evidence including premiums, claims and deductible limit changes which support its own and municipal arguments as to the fiscal impact of joint and several liability.
7. Establish a provincial and municipal working group to consider the above and put forward recommendations to the Attorney General.

NOW THEREFORE BE IT RESOLVED, that the Council for the Corporation of Tay Valley Township call on the Province of Ontario to immediately review these recommendations despite COVID-19 delays, as insurance premiums will soon be out of reach for many communities;

AND BE IT FURTHER RESOLVED THAT, this motion be provided to the Honourable Doug Ford, Premier of Ontario, the Honourable Peter Bethlenfalvy, Minister of Finance, the Honourable Doug Downey, and Attorney General of Ontario.”

ADOPTED

RESOLUTION #C-2022-05-15

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“**THAT**, the 22-04-21 except item 5 and 22-05-04 Council Communication Packages be received for information.”

ADOPTED

8. BY-LAWS

- i) **By-Law No. 2022-008: Appointment of Deputy Chief Building Officials and Building Inspectors By-Law Amendment.**

RESOLUTION #C-2022-05-16

MOVED BY: Mick Wicklum
SECONDED BY: RoxAnne Darling

“**THAT**, By-Law No. 2022-008, being a by-law to Amend the Appointment of Deputy Chief Building Officials and Building Inspectors for Tay Valley Township

be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- ii) **By-Law No. 2022-009: 2022 Tax Rates.**

RESOLUTION #C-2022-05-17

MOVED BY: Fred Dobbie
SECONDED BY: Mick Wicklum

“**THAT**, By-Law No. 2022-009, being a by-law to Set the Tax Rates for the Year 2022, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- iii) **By-Law No. 2022-010: Road Closing – Cameron.**

RESOLUTION #C-2022-05-18

MOVED BY: Barrie Crampton
SECONDED BY: Beverley Phillips

“**THAT**, By-Law No. 2022-010, being a by-law to Stop Up, Close and Sell a portion of an Unopened Road Allowance between Concession 5 & 6, geographic Township of North Burgess, north of Brooks Corners Road on Adam Lake (Cameron), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- iv) **By-Law No. 2022-011: Zoning By-Law Amendment – 2865539 Ontario Inc.**

RESOLUTION #C-2022-05-19

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, By-Law No. 2022-011, being a by-law to Amend Zoning By-Law No. 2002-121 (Stanley Road, Pt E 1/2 Lot 13, Concession 8, geographic Township of North Burgess), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- v) **By-Law No. 2022-012: Road Naming – Patterson Road, Patterson Road A, Patterson Road B, Patterson Road C, Patterson Road D.**

RESOLUTION #C-2022-05-20

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, By-Law No. 2022-012, being a by-law to amend By-Law No. 98-87 being a Road Naming By-Law (Patterson Road, Patterson Road A, Patterson Road B, Patterson Road C, Patterson Road D), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- vi) **By-Law No. 2022-013: Road Naming – Brandelle Lane.**

RESOLUTION #C-2022-05-21

MOVED BY: Rob Rainer

SECONDED BY: Beverley Phillips

“**THAT**, By-Law No. 2022-013, being a by-law to amend By-Law No. 98-87 being a Road Naming By-Law (Brandelle Lane), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

9. NEW/OTHER BUSINESS

- i) **Report #FIN-2022-07 – Federation of Canadian Municipalities Grant Application Asset Management Continuation for O.Reg 58/2017.**

RESOLUTION #C-2022-05-22

MOVED BY: RoxAnne Darling

SECONDED BY: Mick Wicklum

“**THAT**, staff be authorized to apply for a grant opportunity from the Federation of Canadian Municipalities’ (FCM) Municipal Asset Management Program (MAMP) for Asset Management Program Development and Data Enhancements in Tay Valley Township;

THAT, Tay Valley Township commits to conducting the following activities in its proposed project submitted to the FCM MAMP to advance the Township’s Asset Management Program:

- condition and data enhancements;
- lifecycle framework development; and
- risk analysis and management;

AND THAT, Tay Valley Township commits to \$18,500 (of the \$68,500 project budget) from its budget towards the costs of this initiative.”

ADOPTED

- ii) **Storm Update.**

The Acting CAO/Clerk provided Council with an update on the storm that occurred on May 21, 2022. The brunt of the damage was downed trees in the Bathurst Ward, the roads crew were out, and things were cleaned up by Saturday evening. The power is still out for the northern part of the Township

that borders with Lanark Highlands and in Maberly, the estimated time for power being restored is Thursday, May 26. Since Sunday evening the outdoor hose at the South Sherbrooke Fire Hall has been available for residents to get water. Lanark Highlands has the arena open for showering and phone charging, the Town of Perth is waiving fees at the pool for showering and water bottle refilling. The Fire Department went door to door in Maberly to see if anyone needed anything.

The Public Works Manager and Fire Chief provided updates to the Acting CAO and those updates were provided to the Reeve and Deputy Reeve, once email was accessible an email went to Council members.

A member felt it might be helpful for Council and the public to know what was happening, even if it was nothing, just hearing from the Township would be reassuring.

10. CALENDARING

Meeting	Date	Time	Location
Bolingbroke Cemetery Board Meeting	May 25 th	2:00 p.m.	Municipal Office
History Scholarship Selection Committee Meeting	May 30 th	200 p.m.	Municipal Office
Committee of Adjustment Hearing	May 30 th	5:00 p.m.	Municipal Office
Green Energy and Climate Change Working Group Meeting	June 3 rd	10:00 a.m.	Municipal Office
Public Meeting – Zoning By-Law Amendment	June 7 th	5:30 p.m.	Municipal Office
Committee of the Whole Meeting	June 7 th	Following	Municipal Office
Open House – Official Plan 5 Year Review	June 9 th	3:00 p.m.	Municipal Office
Open House – Official Plan 5 Year Review	June 14 th	5:30 p.m.	Virtual
Ontario Association of Police Services Board Zone 2 Meeting	June 17 th	9:30 a.m.	Napanee
Committee of Adjustment Hearing	June 20 th	5:00 p.m.	Municipal Office
Public Meeting – Official Plan 5 Year Review	June 21 st	5:30 p.m.	Municipal Office
Council Meeting	June 21 st	6:30 p.m.	Municipal Office

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2022-014 - Confirmation By-Law – May 24th, 2022.**

RESOLUTION #C-2022-05-23

MOVED BY: Mick Wicklum

SECONDED BY: RoxAnne Darling

“**THAT**, By-Law No. 2022-014, being a by-law to confirm the proceedings of the Council meeting held on May 24th, 2022, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

13. ADJOURNMENT

Council adjourned at 6:58 p.m.

COMMITTEE OF THE WHOLE MINUTES

Tuesday, June 7th, 2022

Following the Public Meeting – Zoning By-Law Amendment at 5:30 p.m.

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

Council Chambers

ATTENDANCE:

Members Present: Chair, Councillor RoxAnne Darling
Reeve Brian Campbell
Deputy Reeve Barrie Crampton (arrived at 6:18 p.m.)
Councillor Rob Rainer
Councillor Fred Dobbie
Councillor Beverley Phillips
Councillor Mick Wicklum

Staff Present: Amanda Mabo, Acting CAO/Clerk
Janie Laidlaw, Deputy Clerk
Noelle Reeve, Planner
Sean Ervin, Public Works Manager (left at 7:57 p.m.)
Ashley Liznick, Treasurer (left at 8:25 p.m.)

Regrets: Councillor Gene Richardson

1. CALL TO ORDER

The meeting was called to order at 5:50 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

- i) Addition Under Priority Issues: Report #FIN-2022-08 – Credit Card Payment for Online Tax Lookup System.
- ii) Addition Under Closed Session: Solicitor-Client Privilege – Water and Sewer Service Agreement - New Long Term Care Facility.

The agenda was adopted as amended.

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

Public Meeting: Zoning By-Law Amendment – May 10th, 2022.

The minutes of the Public Meeting – Zoning By-Law Amendment held on May 10th, 2022, were approved.

5. DELEGATIONS & PRESENTATIONS

i) **Delegation: Mississippi Valley Conservation Authority – Programs & Services.**

S. McIntyre gave a PowerPoint presentation – *attached, page 10.*

The types of programs and services provided by the Conservation Authorities is now broken into three categories. Category 1 is mandatory programs and services such as dam operations, water quality, wetland regulation. Category 2 are municipal programs and services such as septic approvals and inspections, planning reviews, these are typically user pay services. Category 3 are programs and services the Conservation Authority are advised to provide such as stewardship and education. Municipalities and Conservation Authorities need to enter into a Memorandum of Understanding for the Category 2 programs and services and enter into Cost Apportionment Agreements for the Category 3 programs and services. Presentations are being made to municipal councils now to begin the process so that the agreements are in place for the 2024 budget discussions next fall.

The Acting CAO/Clerk explained that the Reeve and herself attended a virtual meeting with the Rideau Valley Conservation Authority (RVCA) who made a similar presentation, it was left for staff to work with the RVCA on the agreements, which will then be brought back to Council.

The Acting CAO/Clerk asked what if another member municipality chooses not to participate in the Category 3 services, would the apportionment amount increase? As that may have an impact on the decision on whether the Township was going to continue contributing. S. McIntyre understood it may have to be revisited after they know who is participating.

A member asked how often the Conservation Authorities have to renew agreements with municipalities. S. McIntyre explained that the agreement would cover the term of Council.

The Committee discussed the logistics of a Conservation Authority running a museum and wedding venue. S. McIntyre explained the history of how that came to be.

The Committee agreed that the cost for the Category 3 services was good value and that staff would bring a report back to Council to confirm the scope of Category 2 and 3 programs and services and for staff to work with the Conservation Authority to draft or update the agreements as needed.

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township supports the continued delivery of Category 2 and 3 programs by Mississippi Valley Conservation Authority;

AND THAT, staff work with the Mississippi Valley Conservation Authority on a Memorandum of Understanding and Cost Apportionment Agreement to be presented to Council in the early 2023.”

- ii) **Presentation: Senior of the Year Award** – *deferred to a future meeting.*
Brian Campbell, Reeve.

Deputy Reeve Crampton arrived at 6:18 p.m.

- iii) **Delegation: Turtle Nest Update.**

T. MacKenzie gave a PowerPoint presentation – *attached, page 20.*

- iv) **Passing of Former Bathurst Township Councillor.**

Deputy Reeve Crampton wanted to recognize the passing of Bryce Bell a former Council member, the Deputy Reeve had just returned from attending the Celebration of Life. Bryce Bell was a member of Council in Bathurst Township from 1992-1994.

The Committee recessed at 6:55 p.m.

The Committee returned to session at 7:00 p.m.

6. PRIORITY ISSUES

- i) **Report #PD-2022-27 – Severance Application – Irvin.**

Recommendation to Council:

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for Irvin B22/064 (Concession 2, Part Lots 12 and 13, geographic Township of South Sherbrooke) 319 O’Brien Lake Lane 14A to provide a lot addition and legalize an existing right-of-way in favour of lands at 323 O’Brien Lake Lane 14A, owned by Harold Cameron, be approved subject to the following conditions:

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

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

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

ii) **Report #PD-2022-28 – Home Energy Retrofit Program.**

The Committee discussed the logistics of the loan program. The Chair asked Members to send any comments or questions to the Planner. A staff report will come back to Council with more details on the program design.

Recommendation to Council:

“**THAT**, Report #PD-2022-28 – Home Energy Retrofit Program, be received for information.”

iii) **Report #PD-2022-29 – Green Energy and Climate Change Working Group – Annual Report.**

The Committee agreed with the priorities outlined in the report, but felt the Working Group had a Terms of Reference with a mandate and Council did not need to approve the priorities for the year.

Action Plan

Recommendation to Council:

“**THAT**, the Climate Change Action Plan – 2022 Report Card be approved for use.”

2022 Priorities

Recommendation to Council:

“**THAT**, Report #PD-2022-29 – Green Energy and Climate Change Working Group Annual Report be received for information.”

iv) **Report #CBO-2022-06 – Building Department Report – January – May 2022.**

Recommendation to Council:

“**THAT**, Report #CBO-2022-06 – Building Department Report – January - May 2022 be received as information.”

v) **Report #PW-2022-12 – Electric Vehicle – RFP Award.**

Recommendation to Council:

“**WHEREAS**, Request for Proposals were let for the purchase of an electric vehicle and no bids were received;

NOW THEREFORE BE IT RESOLVED THAT, Section 7.2 of the Township’s Purchasing Policy be waived to allow Staff obtain quotations for an electric vehicle;

AND THAT, a report be brought forward to a future Committee of the Whole meeting with further recommendations for Councils’ considerations”.

vi) **Report #C-2022-16 – Disconnecting from Work Policy.**

Recommendation to Council:

“**THAT**, the Disconnecting from Work Policy be adopted as outlined in Report #C-2022-16;

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

The Public Works Manager left at 7:57 p.m.

vii) **Report #C-2022-17 – Hydrogeological Peer Review Services – RFP Award.**

Recommendation to Council:

“**THAT**, the Request for Proposals for Hydrogeological Review Services be awarded to BluMetric Environmental as the principal contractor and Jp2g Consultants Inc. as the secondary contractor;

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

viii) **2021 Annual Police Services Board Report.**

Recommendation to Council:

“**THAT**, the 2021 Annual Police Services Board Report be received as information.”

ix) **Report #FIN-2022-08 – Credit Card Payments for Online Tax Lookup Systems – attached page 40.**

Ashley Liznick, Treasurer.

Recommendation to Council:

“**THAT**, staff proceed with implementing online credit card payment for property taxes as an option in the new online tax lookup system.”

The Treasurer left at 8:25 p.m.

7. CORRESPONDENCE

i) **22-05-27 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 22-05-27 Council Communication Package be received for information.”

ii) **22-06-02 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 22-06-02 Council Communication Package be received for information.”

iii) **The District Municipality of Muskoka – Annual Emergency Exercise Exemption.**

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township supports the resolution from The District Municipality of Muskoka requesting the province to amend Ontario Regulation 380/04 under the Emergency Management and Civic Protection Act to provide an exemption to the annual exercise requirement for municipalities that have activated their Emergency Control Group and/or Emergency Response Plan in response to an actual emergency that year.”

8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

i) **Green Energy and Climate Change Working Group** – *deferred to the next meeting.*

Deputy Reeve Barrie Crampton and Councillor Rob Rainer.

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

Councillor Fred Dobbie and Councillor Beverley Phillips.

iii) **Private Unassumed Roads Working Group.**

Councillor RoxAnne Darling and Councillor Gene Richardson.

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

iv) **Fire Board** – *deferred to the next meeting.*

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

v) **Library Board.**

Councillor Rob Rainer.

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

- vi) **Police Services Board.**
Reeve Brian Campbell.

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

- vii) **County of Lanark – deferred to the next meeting.**
Reeve Brian Campbell and Deputy Reeve Barrie Crampton.

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

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

- ix) **Rideau Valley Conservation Authority Board.**
Councillor Gene Richardson.

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

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

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

- xii) **Committee of Adjustment.**

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

9. CLOSED SESSION

- i) **CONFIDENTIAL: Solicitor/Client Privilege – Water and Sewer Service Agreement - New Long Term Care Facility.**

The Committee moved “in camera” at 8:32 p.m. to address a matter pertaining to the receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose regarding the Water and Sewer Service Agreement - New Long Term Care Facility and the Acting Chief Administrative Officer/Clerk, Deputy Clerk and Planner remained in the room.

The Committee returned to open session at 8:59 p.m.

The Chair rose and reported that Council provided staff with direction.

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 9:00 p.m.

DELEGATIONS & PRESENTATIONS

COUNCIL
June 21st, 2022

Report #C-2022-19
Amanda Mabo, Acting CAO/Clerk

**REQUEST TO CLOSE A PORTION OF AN
UNOPENED ROAD ALLOWANCE – EDWARDS & WOLFE
PUBLIC MEETING**

STAFF RECOMMENDATION(S)

“**THAT**, Council consider a by-law to stop up, close and sell the portion of the unopened road allowances (approximately 345 feet) between Lot 22, Concession 8 South Sherbrooke and Lot 1, Concession 9 Bathurst, north of Doran Road, subject to receipt of the required survey.”

BACKGROUND

Committee and Council have considered a request to stop up, close and sell the portion of the unopened road allowance (approximately 345 feet) between Lot 22, Concession 8 South Sherbrooke and Lot 1, Concession 9 Bathurst, north of Doran Road. A resolution was passed on February 16th, 2021 declaring the land surplus to the Township’s needs, pending a site visit to confirm that there are no future municipal uses.

DISCUSSION

Staff conducted a Site Visit to confirm that the road allowance is not accessible by the public due to a large swamp and a steep incline.

The purpose of this report and public meeting is to solicit public feedback regarding the proposed road closing.

Pursuant to the Road Closing and Sale Policy, public notice was posted on site and in the general vicinity of the portion of the unopened road allowance to be closed, mailed to the adjacent property owners, published in the newspaper, published on the Township website and Facebook page and provided publicly via the agenda for the Committee of the Whole Meeting on February 2nd, 2021, with such notice offering an opportunity for any person to address concerns related to the closing.

Agency Comment

There were no objections from the agencies that were circulated.

Adjacent Landowner Comment

Staff met with the applicant and the adjacent landowner to determine how to divide the unopened road allowance since it was a double road allowance and a portion of the cabin that belongs to the applicant is on both unopened road allowances (outlined in green). It also made sense for the adjacent landowner to retain the land that was the high ground (outlined in pink). Both parties have agreed to divide the double unopened road allowance as outlined in the attached map.

Next Steps

Once the required survey has been received, Council can then proceed to pass a by-law to stop up, close and sell the portion of the unopened road allowance to the Applicants and the Adjacent Landowner. The land will then be transferred upon payment of the required costs.

ATTACHMENTS

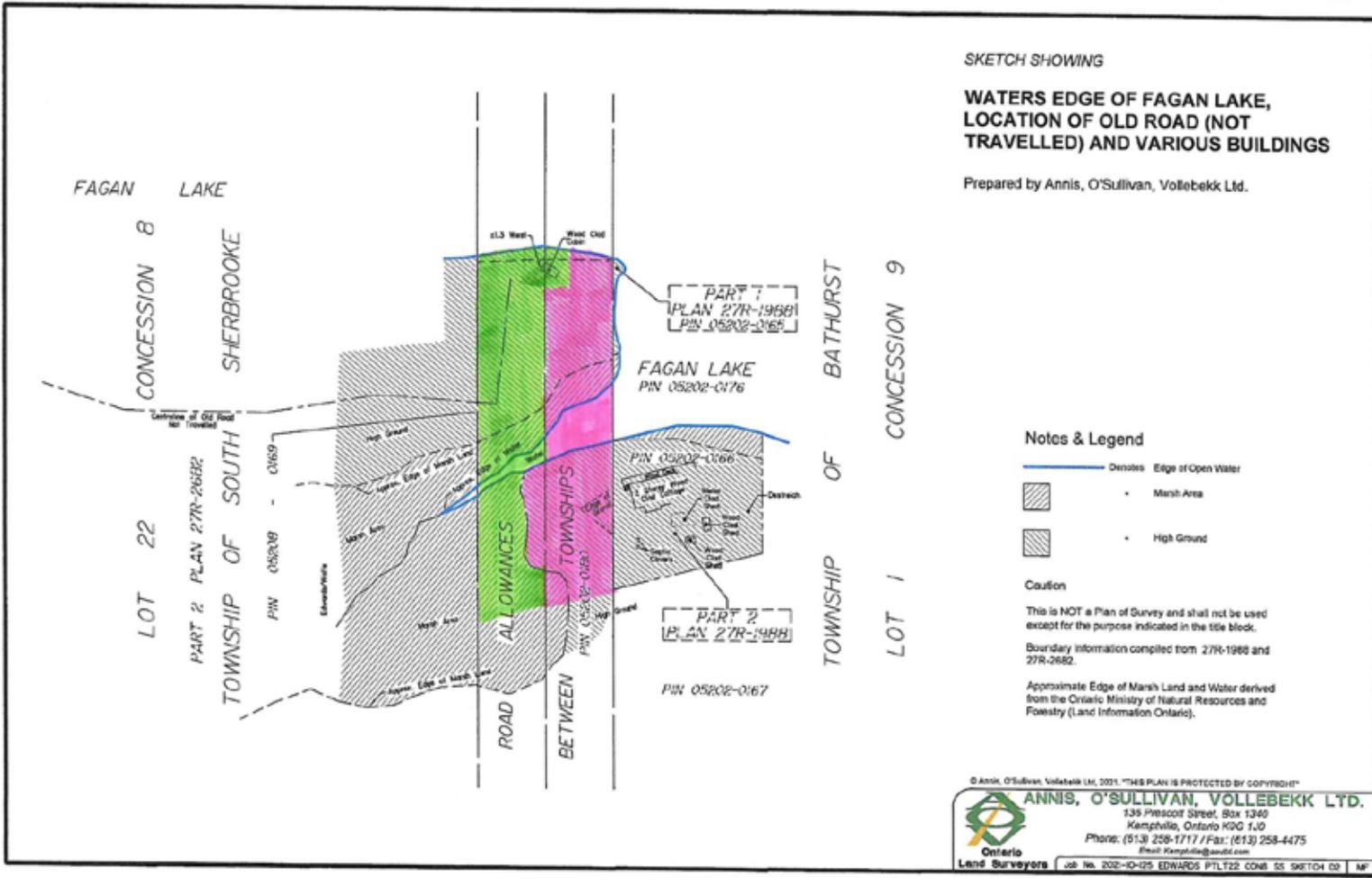
- i) Map
- ii) Report #C-2021-02 – Request to Close Unopened Road Allowance – Edwards/Wolfe

Prepared and Submitted By:

Original Signed

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

Proposal
April 25, 2022



COMMITTEE OF THE WHOLE
February 2nd, 2021

Report #C-2021-03
Amanda Mabo, Clerk

**REQUEST TO CLOSE A PORTION OF AN UNOPENED ROAD ALLOWANCE
EDWARDS & WOLFE**

STAFF RECOMMENDATION(S)

“**THAT**, Council agrees to proceed with the application to stop up, close and sell the said portion of the unopened road allowance as outlined in Report #C-2021-03 – Request to Close a Portion of an Unopened Road Allowance (Edwards & Wolfe), as per the Road Closing and Sale Policy and call a Public Meeting, pending a site visit in the spring to confirm that there are no future municipal uses;

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

BACKGROUND

A written request (attached) was received from Elizabeth Edwards requesting the closure of the identified portion of the unopened road allowance.

DISCUSSION

The Clerk undertook a preliminary review.

The Applicants are requesting to close this section and add it to their property located West of the Unopened Road Allowance - *see attached map*.

The Unopened Road Allowance is between the former Townships of Bathurst and South Sherbrooke and although it does lead to water, the mapping shows a large swamp across the road allowance and a steep incline, therefore making access by the public not possible. Staff will conduct a site visit in the spring when the area is accessible to confirm.

The Planner and Public Works Department were also consulted and have no issues with this request, pending a site visit in the spring.

Staff recommends proceeding with closing the portion of the unopened road allowance requested if the site visit demonstrates that the public cannot access the water via the unopened road allowance, as there would be 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 that will include the closure. A purchase price of \$0.08 per square foot is recommended.

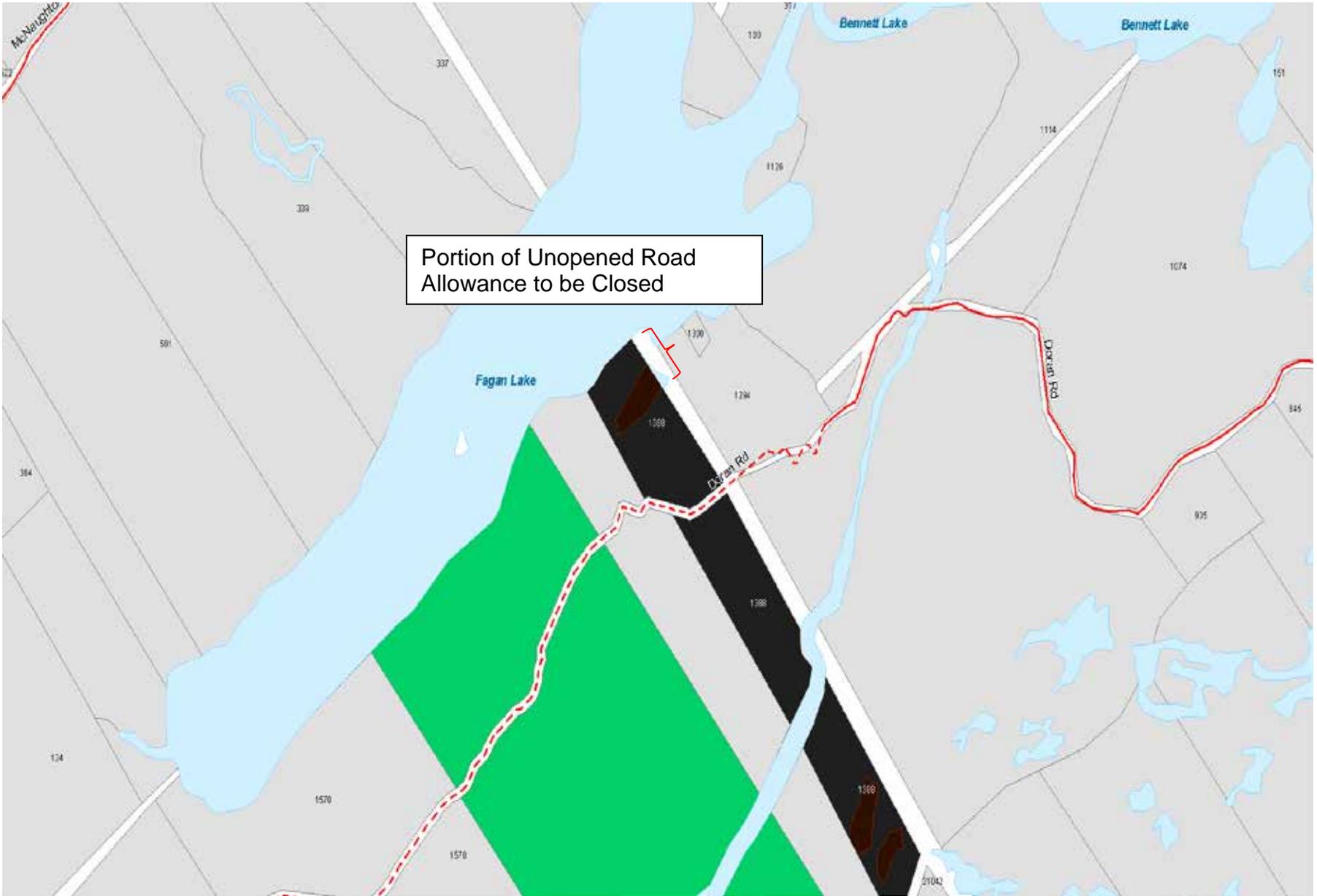
ATTACHMENTS

- i) Written Request
- ii) Map

Prepared and Submitted By:

Original Signed

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



Dec 12, 2020

Amanda Mabo, Dipl.M.M, CMO
Acting CAO/Clerk
Tay Valley Township
217 Harper Road, Perth, ON K7H 3C6

Dear Amanda:

Re: 1388 Doran Road – Application to purchase adjacent road allowance

I have looked at the maps below, and I am thinking about the layout of the land and how to share with our neighbours. I am really not sure what is fair to request, and what we may be entitled to, so I look to your guidance. The land where our little white cabin is, is situated on a point overlooking the lake, separated from the rest of the shore by the mouth of a swamp that opens into the lake. I would make sense to purchase the entire width of the road allowance on the point where the cabin sits, as there is no access across the swamp from the neighbours to this point. I could see sharing the road allowance with the neighbours south of the swamp, if they wished.

There is a lot of history for my family in that corner of our property. The only access to our land and to that little white cabin (which was our only cabin for a long time) was via the road shown on the second map below. It was not until sometime after 1973 (1975? maybe later) that my parents had a new road built to access the property further to the West (see second map).

If possible, we would like to apply to purchase all of the road allowance, including the road allowance along the other parts of the property as well.

Please note that none of these parcels of land are serviced by electricity, or have winter access by road. Doran Road is not maintained in the winter beyond the entrance to 1294 Doran Road.

I look forward to hearing from you on next steps!

Thank you very much

Yours sincerely,

Elizabeth A. Edwards
416-997-5504
21 Sutherland Drive
Toronto, ON
M4G 1H1

January 7, 2021

Road Closure - Bathurst & Sherbrooke - Part of the Unopened Road Allowance between Bathurst & South Sherbrooke, Concession 9, Lot 1, Bathurst and Concession 8, Part Lot 22, South Sherbrooke (Edwards/Wolfe)

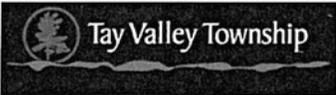




PUBLIC MEETING

ROAD CLOSING
Between, Lot 22, Concession 8, South
Sherbrooke and Lot 1, Concession 9
Bathurst

Council
June 21st, 2022

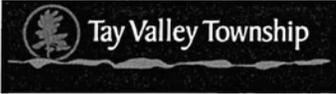


1

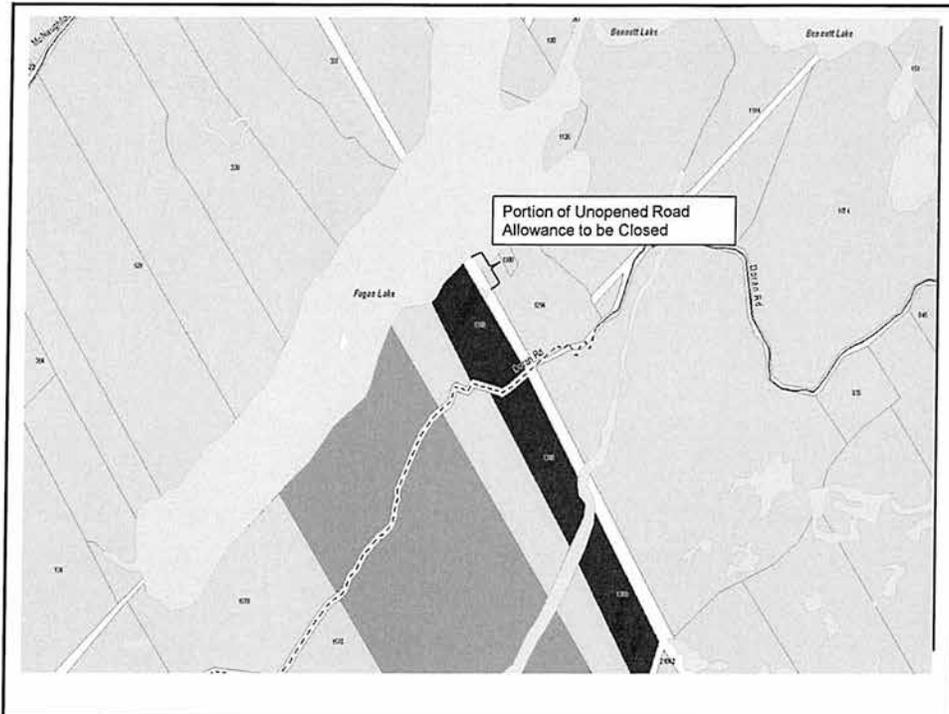
Road Closing – Edwards/Wolfe

Committee and Council have considered a request to stop up, close and sell the portion of the unopened road allowance (approximately 345 feet) between Lot 22, Concession 8 South Sherbrooke and Lot 1, Concession 9 Bathurst, north of Doran Road on Fagans Lake.

A resolution was passed on February 16th, 2021 declaring the land surplus to the Township’s needs, pending a site visit to confirm that there are no future municipal uses.



2

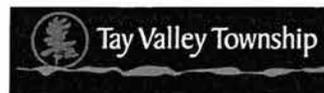


3

Road Closing Policy

Pursuant to the Road Closing and Sale Policy:

- public notice was posted on site and in the general vicinity of the portion of the unopened road allowance to be closed
- mailed to the adjacent property owners
- published in the newspaper
- published on the Township website and Facebook page
- provided publicly via the agenda for the Committee of the Whole Meeting on February 2nd, 2021



4

Purpose of Public Meeting

The purpose of the public meeting is to solicit public feedback regarding the proposed road closing.

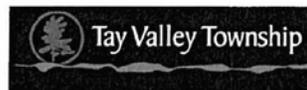
The Road Closing policy provides that notice be given in order to allow opportunity for any person to address concerns related to the closing.



5

Agency - Objections or Concerns

➤ There were no objections from the agencies that were circulated.



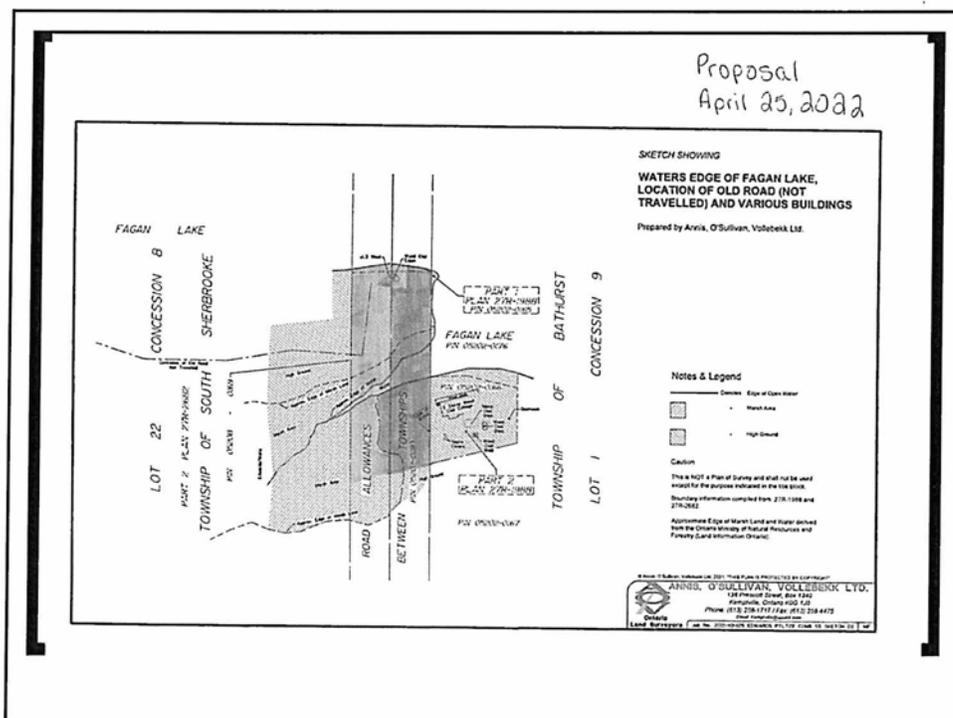
6

Landowner - Objections or Concerns

- Staff met with the applicant and the adjacent landowner to determine how to divide the unopened road allowance since it was a double road allowance and a portion of the cabin that belongs to the applicant is on both unopened road allowances (outlined in green). It also made sense for the adjacent landowner to retain the land that was the high ground (outlined in pink). Both parties have agreed to divide the double unopened road allowance as outlined in the map.



7



8

NEXT STEPS

- Once the required survey has been received, Council can then proceed to pass a by-law to stop up, close and sell the portion of the unopened road allowance to the Applicants. The land will then be transferred upon payment of the required costs.



Dear Municipal Councilors in Lanark County and Smiths Falls

This letter provides updates on the reports arising from February 2022, Planet Youth Lanark County surveys of grade 10 students attend school in Smiths Falls, Carleton Place, Mississippi Mills and Perth.

In previous correspondence, I invited you to attend a May 12 online workshop led by Professor Alfgeir Kristjansson. Alfgeir presented a summary of the data gathered in the survey. Towards the end his presentation (see attached) he provides a summary of Lanark County data that includes a qualitative comparison with other communities. His initial analysis shows that for Lanark County grade 10 students:

- 1) Smoking and e-cigarettes use is comparatively low.
- 2) Early alcohol use (< age 13) and use of alcohol at home are high.
- 3) Lifetime cannabis use is rather high. Use of other drugs is mostly low.
- 4) Time spent with parents is rather low. Feelings of parental support is high.
- 5) Participation in organized sports/leisure activities is low.

The results on smoking/vaping are encouraging. The results on early alcohol/cannabis use are not because the use of substances during the teen years up to 25 years of age can cause long-term damage to the brain. More information on this topic is available on our health unit's website <https://healthunit.org/health-information/alcohol-other-drugs/alcohol/>

The May 12 slides are being posted on www.planetyouthlanark.ca. A complete report of the county-wide and municipal data will be available at the same location on June 17, 2022. Planet Youth Lanark County is working with our local health unit and the Public Health Agency of Canada, to develop some resources that will help provide context when reading reports arising from the surveys.

Next steps

Municipality-specific reports are available for dissemination within your community. **I invite one or more members of your council take an active role in developing and executing the plan for disseminating your report in your community.** More importantly, I hope you will join a county-wide discussion on addressing concerns that arise from the County's and your municipality's reports.

In Carleton Place, the Municipal Drug Strategy committee is responsible for this work. In my dual role as Chair of the Carleton Place MDS and also the Planet Youth Lanark County steering committee, I can offer both committees' support to your community. It is my hope that we can engage a broad spectrum of residents to read and respond to these reports.

The May 12 workshop was attended by over 30 residents from across the community. This group is receiving templates and other materials that support development of County wide and municipality specific dissemination and community engagement plans. I invite you, as a leader in your community, to actively join this group of volunteers. Together, we can use February 2022 Planet Youth Lanark County reports to drive positive change in communities across the breadth of Lanark County.

With gratitude

David Somppi, June 13/22

Chair, Planet Youth Lanark County

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-015

DISCONNECTING FROM WORK 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, Section 21.1.1 and 21.1.2 of the *Employment Standards Act, 2000*, as amended, states that an Employer that, on January 1 of any year, employs twenty-five (25) or more employees shall, before March 1 of that year, ensure it has a written policy in place for all Employees with respect to disconnecting from work;

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 Disconnecting from Work 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 21st day of June, 2022.

Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-015**

SUBJECT: DISCONNECTING FROM WORK - POLICY

1.0 PURPOSE

Due to work-related pressures, the current landscape of work, or an Employee's work environment or location, Employees may feel obligated or choose to continue to perform their job duties outside their normal working hours. Work-related pressure and the inability to disconnect from the job can lead to stress and deterioration of mental health and overall well-being.

This policy has been established to support Employee wellness, minimize excessive sources of stress, and ensure that Employees have the right to disconnect from their work outside their Normal Hours of Work. Disconnecting from Work is vital to help Employees achieve a healthy and sustainable work-life balance.

2.0 LEGISLATED AUTHORITY

Pursuant to Section 21.1.1 and 21.1.2 of the *Employment Standards Act, 2000*, as amended, an Employer that, on January 1 of any year, employs twenty-five (25) or more employees shall, before March 1 of that year, ensure it has a written policy in place for all Employees with respect to Disconnecting from Work.

3.0 SCOPE

This policy applies to all Employees of the Municipality.

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.

“Council” – shall mean the Council of the Municipality in accordance with the Council Composition By-Law in effect.

“Department Head” – shall mean the Clerk, Planner, Public Works Manager and Treasurer regarding their respective departments and shall mean the Chief Administrative Officer for the Department Heads.

“Disconnecting from Work – shall mean not engaging in work-related communications, including emails, telephone calls, video calls or sending or reviewing other messages, to be free from the performance of work.

“Employee” – shall mean all union and non-union employees of the Municipality.

“Employer” – shall mean the Municipality.

“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.

“Normal Hours of Work” (Normal Working Hours) – shall be as defined in the Collective Agreement, employment contract, and/or job description for the position.

“Reeve” - shall mean the Member of Council elected by general vote as the Reeve and is the Head of Council.

5.0 POLICY STATEMENT

Employees have the right to disconnect from their job and any work-related tasks or communication outside of Normal Working Hours without the fear of reprisal or negative effects on their employment.

6.0 RESPONSIBILITIES

6.1 Employer

6.1.1 Department Heads shall ensure that Employees are not regularly working outside their Normal Hours of Work to complete or catch up on work.

6.1.2 Department Heads shall work with Employees to schedule and prioritize work.

6.1.3 Department Heads shall ensure that Employees who do not reply to work-related communication outside of Normal Working Hours do not face reprisal or negative effects on their employment.

6.2 Employees

6.2.1 Employees are encouraged to set clear boundaries between work and their personal lives.

6.2.2 Employees shall ensure that they are not performing their job duties and work-related tasks outside Normal Working Hours, while on break, or during any paid or unpaid time off.

6.2.3 Employees shall not respond to work-related communications outside their Normal Working Hours, while on break, or during any paid or unpaid time off, unless they are on-call and/or during unforeseen circumstances

such as an emergency.

6.2.4 Employees shall respect co-worker time off and not expect them to respond, communicate or complete work after their Normal Working Hours, while on break, or during any paid or unpaid time off,

6.2.5 Employees shall take scheduled breaks and use time off entitlements.

6.2.6 Employees taking time off are expected to update their voicemail, email out of office replies and the corporate calendar to indicate that they will be away from work and the duration for which they will be away.

6.2.7 Employees shall communicate workload issues with their Department Head if they are unable to complete their job duties during Normal Working Hours.

6.3 Members

6.3.1 Members shall respect Employees' time off and not expect them to respond, communicate or complete work after their Normal Working Hours, while on break, or during any paid or unpaid time off, unless they are on-call and/or during unforeseen circumstances such as an emergency.

7.0 WORKLOAD AND PRODUCTIVITY

7.1 The Employer understands that there may be circumstances where Employees may want or need to work outside of the Normal Working Hours to meet a time-sensitive deadline or in the case of an emergency. However, this should not arise frequently or regularly.

7.2 The Employer and Employees also recognize that situations can arise where it would be challenging to deal with matters during the Employee's Normal Working Hours. Specifically, the Employer may contact Employees outside of their Normal Working Hours in the following circumstances, but not limited to:

- checking availability for staffing;
- to fill in on short notice for an absent co-worker;
- where unforeseen circumstances may arise;
- where an emergency may arise;
- where other business or operational reasons require contact outside of Normal Working Hours.

Where such situations occur, the Employer undertakes to comply with the relevant provisions of the Employment Standards Act, the Employee's employment contract, the Collective Agreement, if applicable, and/or any relevant Employer policies.

8.0 OVERTIME

8.1 Overtime may be requested or required in certain situations to ensure work is completed, however, Employees shall not work overtime unless approved by their Department Head. The Chief Administrative Officer shall notify the Reeve when planning to work overtime.

8.2 In some circumstances overtime is required to address emergency situations and to accommodate meeting schedules for Council and its Committees. Such overtime will be incorporated into the job description for any position in which it is reasonable to assume that overtime will be part of the position on a regular basis.

9.0 COMPLIANCE

9.1 Failure to comply with this policy may result in discipline up to and including dismissal.

10.0 COMMUNICATION

10.1 This Policy, along with any updates, within thirty (30) days of being prepared or updated shall:

- be emailed to Employees;
- be provided by hard copy to those Employees that do not have an Employer provided email; and
- be provided to new hires as part of the orientation process.

10.2 A copy of this Policy shall be provided to any person, upon request.

11.0 ACCOUNTABILITY FRAMEWORK

The Chief Administrative Officer is responsible for ensuring compliance with this policy.

12.0 POLICY REVIEW

This Policy shall be reviewed at least once per term of Council.

13.0 REFERENCES

Policies and Procedures/Documents

Collective Agreement

Council-Staff Relations Policy

Resources

Employment Standards Act, 2000

CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-016

A BY-LAW TO AMEND ZONING BY-LAW NO. 2002-121, AS AMENDED (DONALDSON – 3097 MCDONALDS CORNERS ROAD) (PART LOT 25, CONCESSION 12, GEOGRAPHIC TOWNSHIP OF BATHURST)

WHEREAS, the *Planning Act, R.S.O. 1990, Chapter P.13 Section 34 as amended*, provides that the Councils of local municipalities may enact by-laws regulating the use of land and the erection, location and use of buildings and structures within the municipality;

AND WHEREAS, By-Law No. 2002-121 regulates the use of land and the erection, location and use of buildings and structures within Tay Valley Township;

AND WHEREAS, the Council of the Corporation of Tay Valley Township deems it advisable to amend By-Law No. 2002-121, as hereinafter set out;

AND WHEREAS, this By-Law implements the policies and intentions of the Official Plan for Tay Valley Township;

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

1. GENERAL REGULATIONS

- 1.1 **THAT**, By-Law No. 2002-121 is hereby amended by amending the zoning from Rural (RU) to Commercial (C) on the lands legally described as Part Lot 25, Concession 12, geographic Township of Bathurst, now in Tay Valley Township, County of Lanark (Roll # 091191603044909), in accordance with Schedule “A” attached hereto and forming part of this By-Law.
- 1.2 **THAT**, all other applicable standards and requirements of By-Law No. 2002-121 shall continue to apply to the subject property.
- 1.3 **THAT**, this By-Law shall come into force and effect with the passing thereof, in accordance with *the Planning Act*, as amended.

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.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-016**

3. EFFECTIVE DATE

ENACTED AND PASSED this 21st day of June, 2022.

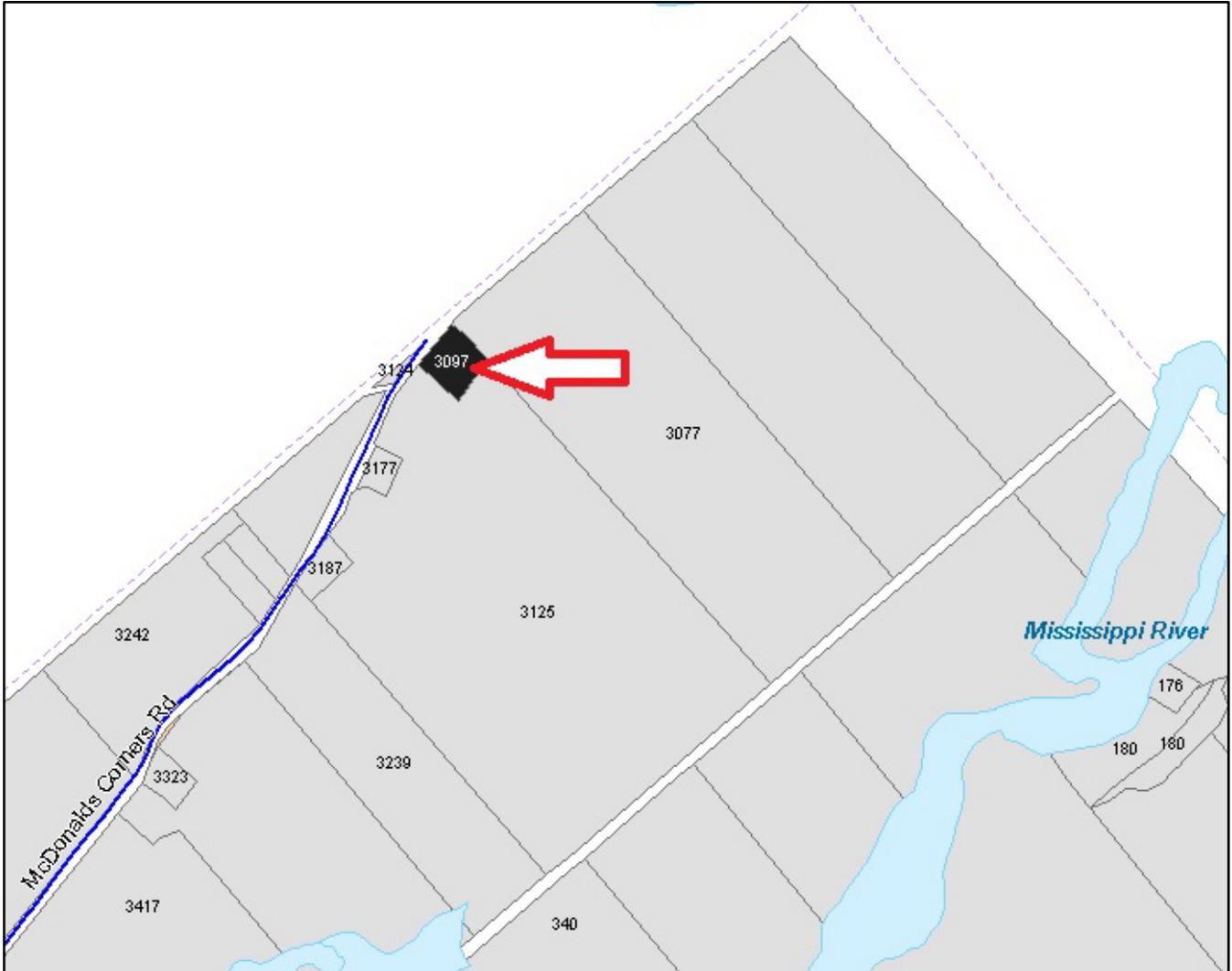
Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-016**

SCHEDULE "A"

Donaldson– 3097 MacDonaldis Corners Road
Part Lot 25, Concession 12
Geographic Township of Bathurst
Tay Valley Township



Area Subject to the By-Law

To amend the Zoning from
Rural (RU) to Commercial (C)

Certificate of Authentication

This is Schedule "A" to By-Law 2022-016
passed this 21st day of June, 2022

Reeve

Clerk

CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-017

A BY-LAW TO AMEND ZONING BY-LAW NO. 2002-121, AS AMENDED (THOMPSON – FARREN LAKE LANE 5) (LOT 11, CONCESSION 1, GEOGRAPHIC TOWNSHIP OF SOUTH SHERBROOKE)

WHEREAS, the *Planning Act, R.S.O. 1990, Chapter P.13 Section 34 as amended*, provides that the Councils of local municipalities may enact by-laws regulating the use of land and the erection, location and use of buildings and structures within the municipality;

AND WHEREAS, By-Law No. 2002-121, as amended, regulates the use of land and the erection, location and use of buildings and structures within Tay Valley Township;

AND WHEREAS, the Council of the Corporation of Tay Valley Township deems it advisable to amend By-Law No. 2002-121, as amended, as hereinafter set out;

AND WHEREAS, this By-Law implements the policies and intentions of the Official Plan for Tay Valley Township;

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

1. GENERAL REGULATIONS

1.1 **THAT**, By-Law No. 2002-121, as amended, is further amended by amending the zoning from Rural (RU) to Residential Limited Services Special Exception-190 (RLS-190) on the lands legally described as Lot 11, Concession 1, Geographic Township of South Sherbrooke, now in Tay Valley Township, County of Lanark (Roll #091191401509000 and #091191401509100), in accordance with Schedule “A” attached hereto and forming part of this By-Law.

1.2 **THAT** By-Law No. 2002-121, as amended, is further amended by adding the following new subsection at the end of Section 5.1.4 (Exception Zones):

190. RLS-190 (Lot 11, Concession 1, South Sherbrooke)

Notwithstanding the provisions of Section 5.2, on the lands zoned RLS-190 the following provisions shall prevail:

- No dwelling or outbuilding permitted
- Maple syrup production and hunting permitted

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-017**

1.3 THAT, this By-Law shall come into force and effect with the passing thereof, in accordance with *the Planning Act*, as amended.

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 21st day of June 2022.

Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-017**

SCHEDULE "A"

Thompson – Farren Lake Lane 5
Lot 11, Concession 1
Geographic Township of South Sherbrooke
Tay Valley Township



Area Subject to the By-Law

To amend the Zoning from
Rural (RU) to
Residential Limited Services Special Exception -190
(RLS-190)

Reeve

Certificate of Authentication

This is Schedule "A" to By-Law 2022-017
passed this 21st day of June 2022

Clerk

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-018

A BY-LAW TO AMEND ZONING BY-LAW NO. 2002-121, AS AMENDED (WADDINGTON – BIG RIDEAU NORTH SHORE) (PART LOT 26, CONCESSION 3, GEOGRAPHIC TOWNSHIP OF NORTH BURGESS)

WHEREAS, the *Planning Act, R.S.O. 1990, Chapter P.13 Section 34 as amended*, provides that the Councils of local municipalities may enact by-laws regulating the use of land and the erection, location and use of buildings and structures within the municipality;

AND WHEREAS, By-Law No. 2002-121, as amended, regulates the use of land and the erection, location and use of buildings and structures within Tay Valley Township;

AND WHEREAS, the Council of the Corporation of Tay Valley Township deems it advisable to amend By-Law No. 2002-121, as amended, as hereinafter set out;

AND WHEREAS, this By-Law implements the polices and intentions of the Official Plan for Tay Valley Township;

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

1. GENERAL REGULATIONS

1.1 **THAT**, By-Law No. 2002-121, as amended, is further amended by amending the zoning from Seasonal Residential (RS) to Residential Limited Services (RLS) on the lands legally described as Part Lot 26, Concession 3, Geographic Township of North Burgess, now in Tay Valley Township, County of Lanark (Roll #091191102007007), in accordance with Schedule "A" attached hereto and forming part of this By-Law.

1.2 **THAT**, this By-Law shall come into force and effect with the passing thereof, in accordance with *the Planning Act*, as amended.

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.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-018**

3. EFFECTIVE DATE

ENACTED AND PASSED this 21st day of June 2022.

Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-018**

SCHEDULE "A"

Waddington – Big Rideau North Shore Road
Part Lot 26, Concession 3
Geographic Township of North Burgess
Tay Valley Township



Area(s) Subject to the By-Law

To amend the Zoning provisions of
Seasonal Residential (RS) to
Residential Limited Services (RLS)

Certificate of Authentication

This is Schedule "A" to By-Law 2022-018
passed this 21st day of June, 2022.

Reeve

Clerk

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-019

APPOINTMENT OF DEPUTY CHIEF BUILDING OFFICIALS AND BUILDING INSPECTORS BY-LAW AMENDMENT

WHEREAS, Subsection 3(2) of the *Building Code Act*, S.O. 1992, Chapter 23, as amended, requires the council of each municipality to appoint a Chief Building Official and such inspectors as are necessary for the enforcement of the Act in the areas in which the municipality has jurisdiction;

AND WHEREAS, to ensure continuity of service to residents and businesses when the Chief Building Official requires assistance during special circumstances or is unable to perform his or her duties;

AND WHEREAS, Council deems it expedient to amend Section 1.1 of By-Law No. 2018-020 as hereinafter set out;

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

1. GENERAL REGULATIONS

1.1 **THAT**, Section 1.1 of By-Law No. 2018-020, be amended to add:

- Brian Gass

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. BY-LAWS AMENDED

3.1 By-Law No. 2018-020 is hereby amended.

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

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2022-019**

4. EFFECTIVE DATE

ENACTED AND PASSED this 21st day of June, 2022.

Brian Campbell, Reeve

Amanda Mabo, Clerk

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2022-020

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETING HELD ON JUNE 21ST, 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 21st day of June, 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. 2022-020**

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 21st day of June 2022.

Brian Campbell, Reeve

Amanda Mabo, Clerk