



COMMITTEE OF THE WHOLE AGENDA

Tuesday, October 11th, 2022
6:00 p.m.
Municipal Office – Council Chambers – 217 Harper Road

6:00 p.m. *Committee of the Whole Meeting*

Chair, Reeve Brian Campbell

1. **CALL TO ORDER**
2. **AMENDMENTS/APPROVAL OF AGENDA**
3. **DISCLOSURE OF PECUNIARY INTEREST AND/OR CONFLICT OF INTEREST AND GENERAL NATURE THEREOF**
4. **APPROVAL OF MINUTES OF PUBLIC MEETINGS**

- i) **Public Meeting: Zoning By-Law Amendment – September 13th, 2022 – *attached, page 6.***

Suggested Recommendation:

*“**THAT**, the minutes of the Public Meeting – Zoning By-Law Amendment held on September 13th, 2022, be approved.”*

5. **DELEGATIONS & PRESENTATIONS**

None.

6. **PRIORITY ISSUES**

- i) **Official Plan Official Plan Review and Update - Final Review.**
Noelle Reeve, Planner
Forbes Symon, Senior Planner, Jp2g Consultants Inc.

A copy of the FINAL DRAFT Official Plan can be found at [Official Plan 5-Year Review - Tay Valley Township \(tayvalleytwp.ca\)](https://www.tayvalleytwp.ca/Official-Plan-5-Year-Review)

Suggested Recommendation to Council:

“THAT, Official Plan Amendment No. 7, dated October 11, 2022, be approved;

AND THAT, the necessary By-Law be brought forward to the next Council Meeting.”

- ii) **Report #FIN-2022-10 – Maberly Pines Subdivision Development Charges Update – *attached, page 13.***
Ashley Liznick, Treasurer.

Suggested Recommendation to Council:

“THAT, a Special Area Development Charge specific to the Maberly Pines subdivision be imposed;

THAT, the necessary by-law come forward at the October Council Meeting;

AND THAT, the 2023 budget show a cost to bring the roads up to standard for assumption by the Township.”

- iii) **Report #CBO-2022-09 – Building Department Report – January – September 2022 – *attached, page 29.***
Noelle Reeve, Planner.

Suggested Recommendation to Council:

“THAT, Report #CBO-2022-09 – Building Department Report – January – September 2022 be received as information.”

- iv) **Appointment of Hockey Volunteers.**

Suggested Recommendation to Council:

“THAT, the Council of the Corporation of Tay Valley Township appoint the following volunteers for the Tay Valley Hockey Program, subject to the Criminal Records Check Policy:

- *Beau Brennan*
- *LeeAnn Brennan*
- *Darren Gibson*
- *Barb Keith*
- *Dawson Schmidt-Lackey.”*

7. CORRESPONDENCE

- i) **22-10-05 – Council Communication Package – *cover sheet attached, page 31.***

Suggested Recommendation to Council:

“THAT, the 22-10-05 Council Communication Package be received for information.”

- ii) **Friends of the Tay Watershed – CPR Rail Ties Storage** – *attached, page 32.*

8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

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

22-09-16 – DRAFT Green Energy and Climate Change Working Group Meeting Minutes – *attached, page 36.*
- ii) **Recreation Working Group** – *deferred to the next meeting.*
Councillor Fred Dobbie and Councillor Beverley Phillips.
- iii) **Bolingbroke Cemetery Board** – *deferred to the next meeting.*
Councillor RoxAnne Darling
- iv) **Fire Board.**
Councillor RoxAnne Darling, Councillor Fred Dobbie, Councillor Mick Wicklum.

22-09-08 – DRAFT Fire Board Meeting Minutes – *attached, page 41.*
- v) **Library Board** – *deferred to the next meeting.*
Councillor Rob Rainer.
- vii) **Police Services Board** – *deferred to the next meeting.*
Reeve Brian Campbell.
- viii) **County of Lanark.**
Reeve Brian Campbell and Deputy Reeve Barrie Crampton.
- ix) **Mississippi Valley Conservation Authority Board.**
Councillor RoxAnne Darling.

22-07-20 - Mississippi Valley Conservation Authority Board Meeting Minutes – *attached, page 47.*
- v) **Rideau Valley Conservation Authority Board.**
Councillor Gene Richardson.

22-07-28 – DRAFT Rideau Valley Conservation Authority Board Meeting Minutes – *attached, page 54.*
- vi) **Rideau Corridor Landscape Strategy** – *deferred to the next meeting.*
Reeve Brian Campbell.
- vii) **Municipal Drug Strategy Committee** – *deferred to the next meeting.*
Councillor Gene Richardson.

viii) **Committee of Adjustment.**

22-09-26– DRAFT Committee of Adjustment Hearing Minutes – *attached, page 62.*

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

MINTUES



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

Tuesday, September 13th, 2022

5:30 p.m.

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

ATTENDANCE:

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

Members Absent: Reeve Brian Campbell

Staff Present: Janie Laidlaw, Deputy Clerk
Noelle Reeve, Planner
Sean Ervin, Public Works Manager
Ashley Liznick, Treasurer

Public Present: Carolos Morales
Tom Lalonde
Andrew Kendrick
James Kuzych
Paul Brady
Brian Anderson
Carol Dillon
David Taylor
Greg Hallam
Frank Johnson
David Cope
Lou & Teresa Perna

1. CALL TO ORDER

The public meeting was called to order at 5:30 p.m.

2. INTRODUCTION

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

- the purpose of the meeting
- the process of the meeting
- all persons attending were encouraged to make comments in order to preserve their right to comment should the application(s) be referred to the Ontario Land Tribunal (OLT)
- the flow and timing of documentation and the process that follows this meeting
- any person wanting a copy of the decision regarding the applications on the agenda was advised to email planningassistant@tayvalleytwp.ca

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

3. APPLICATIONS

- i) **FILE #ZA22-09: Marie Ferry and Gregory Collinson
417 Miners Point Road
Part Lot 16, Concession 3
Geographic Township of North Burgess**

- a) PLANNER FILE REVIEW & PROPOSED BY-LAW

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

- b) APPLICANT COMMENTS

None.

- c) PUBLIC COMMENTS

None.

- d) RECOMMENDATION

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

ii) **FILE #ZA22-11: Thies Schacht (David Cope).
245 Island View Drive
Part Lot 16-18, Concession 6
Geographic Township of North Burgess**

a) PLANNER FILE REVIEW & PROPOSED BY-LAW

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

b) APPLICANT COMMENTS

None.

c) PUBLIC COMMENTS

None.

d) RECOMMENDATION

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

iii) **FILE #ZA22-12: OMYA Canada (Inc).
18471 Highway 7
N and E Part Lot 17, Concession 3
Geographic Township of Bathurst**

a) PLANNER FILE REVIEW & PROPOSED BY-LAW

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

The Planner handed out a map of the storage and stockpile design – *attached, page 8*. and written comments from the Friends of the Tay – *attached, page 9*.

The Planner reported that since the report was written a member of the public had asked whether the noise levels might increase with placing and storing of material. C. Morales, OMYA, replied that nothing will change from what is current, there is no expected increase of noise at the site.

The Friends of the Tay Watershed would like more detail to ensure that the proposal is in best interest of the Township. The Planner read the summary of questions and concerns.

A member of Council asked for clarification as to the current location of the settling ponds on the map and that OMYA is asking for a new

storage area, and that they are carrying on the current activities just looking for more capacity to store the material. C. Morales, OMYA confirmed the Zoning Amendment is for material storage and Agroc carb production, they need more storage to keep up with production. OMYA explained calcium carbonate production will be approximately 25,000 – 30,000 tonnes per year.

Council asked if another Public Meeting is needed given the questions and comments from the public. The Planner explained the Public Meeting process and the purpose is to get questions and concerns from the public. Another public meeting is not required under the Planning Act, typically if there are questions and concerns from the Public Meeting a report would be brought to a Committee of the Whole meeting with more information and answers to the questions. The answers to the questions and concerns would determine if and when the Planner would recommend the By-Law come forward to Council. The report that would come to the Committee of the Whole meeting is available to the public and questions can be sent to the Planner prior to the meeting.

Council discussed holding another public meeting after all the information is available. The Planner has no objection to holding another formal public meeting under Council direction and explained that it requires notice in the paper and circulation as legislated in the Planning Act.

b) APPLICANT COMMENTS

C. Morales, OMYA referred to the Friends of the Tay Watershed comments. The Friends of the Tay Watershed refers to it as waste, but it is a by-product. If the postproduction calcium carbonate was waste it would be regulated differently. The hydrogeology has been studied in 2003 and 2007. The studies were testing for leaching and chemicals; elements were studied deeply and it shows no impact. The material is inert. They are not allowed to transport from plant to quarry as per the licence to extract.

c) PUBLIC COMMENTS

Andrew Kendrick, resident

- asked for clarification for the long term intended original use of the fill in the ponds and will now the ponds act as temporary storage of the product which will be trucked somewhere else?
- understands that the material is a damp material and there will be no dust when put in place, but if it is stored there for some time and then moved, presumably it will dry and will there be dust then

C. Morales, OMYA explained that the product is like clay, it bakes and becomes hard in the heat so there is no dust from it.

James Kuzych, resident at lot 20 east of plant

- has followed the development of OMYA, feels another public meeting is strongly advised apart from Rideau Valley Conservation Authority being involved and the public sending emails. For a development this size there might be more questions that could come up from the answers to the questions and concerns
- has issues with the size of the rezoning, what is the justification for the area and how long does the material sit to before being shipped. Will this mean more shipping by train and if this is successful and the marketing ramps up there may be a need to provide more material. What is long term production and is there limits?
- expressed concern regarding the site layout in relation to his property
- dust could be an issue, water quality could be an issue, with the creek at the back connecting to the Tay River that provides drinking water to the Town of Perth, the material could get into the water.
- does not feel there is enough information from OMYA. 18 acres to be rezoned, not sure how long the material will sit there. Feels the development should be reviewed every 3-5 years and there should be limits to what is permitted under the Zoning. What happens at the end of 30 years, is there a remediation plan to be able to reuse the property?

Paul Brady, lives south of the Plant

- asked for confirmation that the material is basically lime and it is to be spread on the fields, and that it is the same material that is currently in the ponds? C. Morales, OMYA confirmed that it is the same material that is in the ponds and is calcium carbonate
- asked why is its not being sold C. Morales, OMYA explained that they do sell it locally in Ontario and have planted grass on it with no need for topsoil
- asked why not truck it back to the quarry since the trucks go back there empty. C. Morales, OMYA explained that having the material at the quarry means it is not as close to the market

Councillor Dobbie

- asked about the 25,000 to 30,000 tonnes stored depending on sales and will the storage require more ponds, and will there be a base put in for the storage? OMYA explained that they are discussing with the Conservation Authority what is needed to put the material down to manage the water both on the surface and underground. The Planner explained that the material is similar to clay so the plan is to store it on top of the ground, but not until the Conservation Authority is okay with that. Based on studies, it will also be determined by the Conservation Authority if test wells will be required to test for any leaching

Council supported a follow up Public Meeting

Councillor Richardson asked if there was a timeline OMYA was looking to complete the Zoning By-Law Amendment. Tom Lalonde from OMYA indicated that there is not, they are just following the process to have the Zoning By-Law amended.

d) **RECOMMENDATION**

A second public meeting will be held once information from the Rideau Valley Conservation Authority and information to public questions are received.

4. ADJOURNMENT

The public meeting adjourned at 6:36 p.m.

PRIORITY ISSUES

COMMITTEE OF THE WHOLE
October 11th, 2022

Report #FIN-2022-10
Ashley Liznick, Treasurer

MABERLY PINES SUBDIVISION
DEVELOPMENT CHARGE UPDATE

STAFF RECOMMENDATION(S)

It is recommended:

“**THAT**, a Special Area Development Charge specific to the Maberly Pines subdivision be imposed;

THAT, the necessary by-law come forward at the October Council Meeting;

AND THAT, the 2023 budget show a cost to bring the roads up to standard for assumption by the Township.”

BACKGROUND

As per Article 2 of the *Development Charges Act, 1997* (D.C.A.), “the council of a municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services arising from development of the area to which the by-law applies.”

On December 2, 2019, Tay Valley Township passed By-Law No. 2019-045, under Section 2(1) of the *Development Charges Act, 1997*, to establish development charges upon all lands within the boundaries of the Township where the development of the land would increase the need for municipal services based upon a study which was completed earlier that year. This by-law expires on December 2, 2024.

Section 10 of the *Development Charges Act, 1997*, requires that prior to passing a development charge by-law a development charges background study must be completed. When the study was completed in 2019 there were multiple amendments being proposed to this Act. At that time, it was suggested that Tay Valley’s By-Law would require updating after the amendments were finalized.

Watson & Associates were contracted to complete this update pursuant to the requirements of the Act.

On September 14, 2021, a public meeting was held to present the Development Charges Update, the purpose of the Development Charges update was to reflect amendments that were made to the Development Charges Act and to propose an Area Specific Development Charge for Maberly Pines to recover costs to develop local service roads internal to an existing plan of subdivision.

At the October 5, 2021, Committee of the Whole meeting, Council forwarded a motion that the proposed amendments to the Development Charge rates be accepted and brought forward with the necessary by-law once the matter of any Special Area Development Charge had been discussed and any decision rendered.

Then on October 12, 2021, Council adopted a motion that the proposed amendments to the Development Charge rates be accepted and brought forward with the necessary by-law but that the Special Area Development Charge be deferred until all relevant information was obtained and considered.

Lastly, on November 16, 2021, Council adopted a motion that the Development Charges Update Study dated August 30, 2021 be adopted and that no further public meetings were required.

DISCUSSION

Development Charges By-Laws must be passed within one year from the date Council adopts the Development Charges Update Study.

The purpose of the proposed by-law amendment is to introduce an area-specific development charge for the Maberly Pines Area to recover costs to develop local roads internal to an existing plan of subdivision.

Current Development Charges for a single & semi-detached home in 2022 are \$6,493. These fund additional road, ambulance, fire, library and recreation services generated by new growth. The special area development charge (\$8,167) would be in addition to this charge.

The initial BluMetric Hydrogeological report has indicated that after further review Maberly Pines Subdivision can move forward (with notable stipulations when building, etc.).

There have been some inquiries as to the Maberly Pines Subdivision. The most recent was a property owner who said they would be willing to pay their portion of bringing the roads up to standard for assumption by the Township, should the Township consider paying 50% of the costs. Reasons given were that it would remove the liability insurance currently required and the costs to maintain the road. After approximately 4+ years, those costs would be equal to the special area development charge.

If the Township assumes the Maberly Pines internal roads, some increased costs in the Public Works budget would occur. The ideal approach would be to contract out these roads to be plowed as they are not near a current plow route. This would be an estimated cost of \$25,000 annually, based on the amount paid for other contracted out snow removal services. Alternatively, should a contractor not be found, existing plow routes would be modified to accommodate the newly assumed roads.

As per Watson Consultants' Development Charges report from 2021:

If the Township institutes a special area development charge for the cost of the Maberly Pines roads and the hydrogeological study, and the Township proceeds with surface treatment and assuming the roads within the subdivision in the same or a subsequent year, the following table outlines the Township's return on investment.

Assumptions used by Watson Consultants to produce the table: (estimates are conservative)

- 1) The value of land doubles with the completion of the roads and the water issues resolved, resulting in an automatic increase in revenue due to taxation.
- 2) Two new homes are built each year with a value of \$250,000 (and a 2% inflation factor) added to assessment.
- 3) Municipal Tax Rate increases by 1.5% per year.

Costs of Development (estimates used):

- 1) Estimate for the road construction \$372,000
- 2) Estimate for the Hydrogeological study \$20,000

Calculation of Special Area Development Charge (estimate):

Split between the 48 vacant lots would amount to \$8,167 per lot – this would be on top of the normal Township Development Charge (currently \$6,493 for 2022)

Notes:

- 1) At year 8 the roads would require a micro-surfacing treatment estimated at \$130,000
- 2) At year 18 the roads would require a pavement preservation treatment estimated at \$260,000
- 3) At year 12 the Township's upfront costs of \$392,000 are paid back

Table 1 – Return on Investments

	Land Value Increase	Building Value Increase	Additional Assessment	Municipal Tax Rate	Additional Municipal Tax	Special Area DC Revenue	Capital Spending	Total Revenue
Year 1	1,550,000	500,000	2,050,000	0.00455772	9,343	8,000		17,343
Year 2		510,000	2,560,000	0.00462609	11,843	8,240		20,083
Year 3		520,200	3,080,200	0.00469548	14,463	8,487		22,950
Year 4		530,604	3,610,804	0.00476591	17,209	8,742		25,951
Year 5		541,216	4,152,020	0.00483740	20,085	9,004		29,089
Year 6		552,040	4,704,060	0.00490996	23,097	9,274		32,371
Year 7		563,081	5,267,142	0.00498361	26,249	9,552		35,802
Year 8		574,343	5,841,485	0.00505836	29,548	9,839	(130,000)	(90,613)
Year 9		585,830	6,427,314	0.00513424	32,999	10,134		43,134
Year10		597,546	7,024,860	0.00521125	36,608	10,438		47,047
Year11		609,497	7,634,358	0.00528942	40,381	10,751		51,133
Year12		621,687	8,256,045	0.00536876	44,325	11,074		55,399
Year13		634,121	8,890,166	0.00544929	48,445	11,406		59,851
Year14		646,803	9,536,969	0.00553103	52,749	11,748		64,498
Year15		659,739	10,196,708	0.00561400	57,244	12,101		69,345
Year16		672,934	10,869,643	0.00569821	61,937	12,464		74,401
Year17		686,393	11,556,035	0.00578368	66,836	12,838		79,674
Year18		700,121	12,256,156	0.00587044	71,949	13,223	(260,000)	(174,828)
Year19		714,123	12,970,279	0.00595849	77,283	13,619		90,903
Year20		728,406	13,698,685	0.00604787	82,848	14,028		96,876
Year21		742,974	14,441,659	0.00613859	88,651	14,449		103,100
Year22		757,833	15,199,492	0.00623067	94,703	14,882		109,585
Year23		772,990	15,972,482	0.00632413	101,012	15,329		116,341
Year24		788,450	16,760,931	0.00641899	107,588	15,789		123,377
					1,217,398	275,412		1,102,810

OPTIONS TO BE CONSIDERED

Option #1 – Impose a Special Area Development Charge for Maberly Pines.

The Township would bring the Private Unassumed Roads within Maberly Pines subdivision up to Township standards and the cost associated with this will be recovered 100% through a special area development charge.

Option #2 – Split the cost 50/50 between the Township and the property owners.

In the 2023 budget a line item for the projected cost to bring the Private Unassumed Roads within the Maberly Pines subdivision to Township standards would be included. The other 50% would be recovered through a special area development charge.

Option #3 – Decline Special Area Development Charge.

This option would leave the roads as Private Unassumed Roads.

CLIMATE CONSIDERATIONS

Staff have taken into consideration the additional costs related to the acquisition of assets due to climate change impacts. Staff have also considered the potential for reduced green house gas emissions due to clustered development rather than sprawl.

STRATEGIC PLAN LINK

The financial stability of the Township is enhanced with development charges. Development fees charged are used to pay for increased capital costs required because of increased needs for services arising from development.

FINANCIAL CONSIDERATIONS

See Table 1

CONCLUSIONS

Development charges are a valuable revenue source for the Township to offset costs associated with capital costs required due to growth, so that existing residents are not bearing the cost of new growth.

ATTACHMENTS

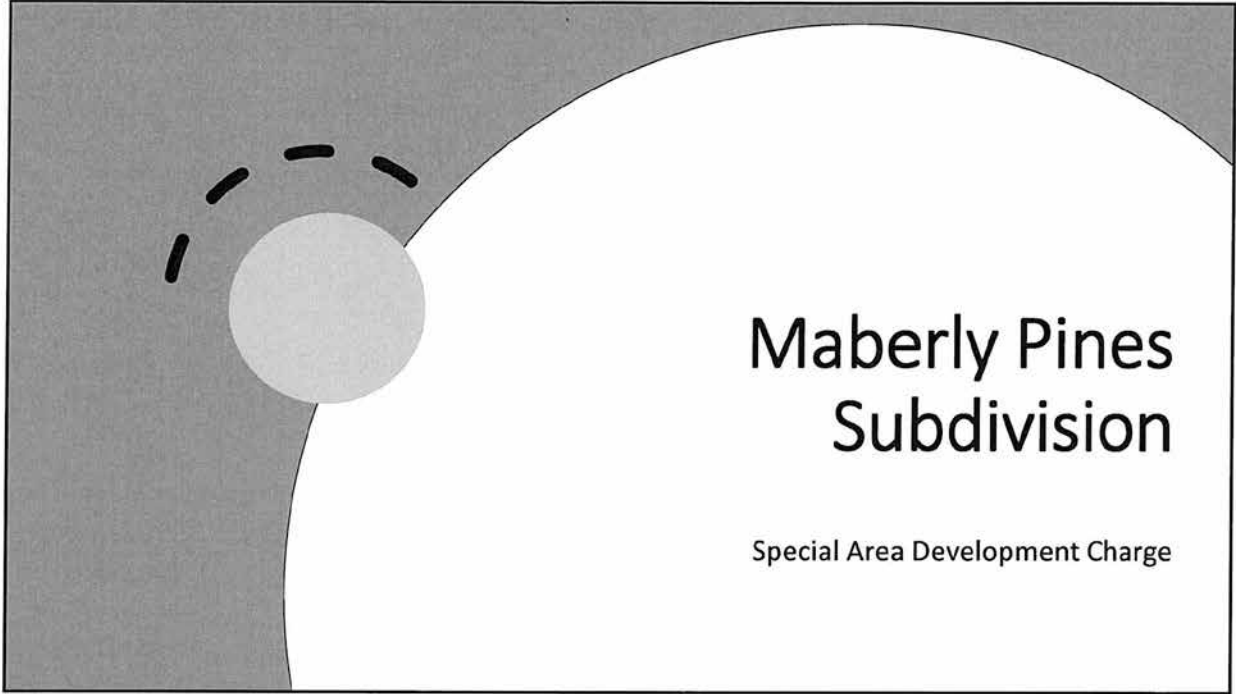
- i) Watson Consultants' PowerPoint Presentation specific to the Maberly Pines Subdivision Special Area Charge – originally presented in 2021.
- ii) Development Charge By-Law No. 2019-045 with proposed amendments highlighted in red – originally presented in 2021.

Prepared and Submitted By:

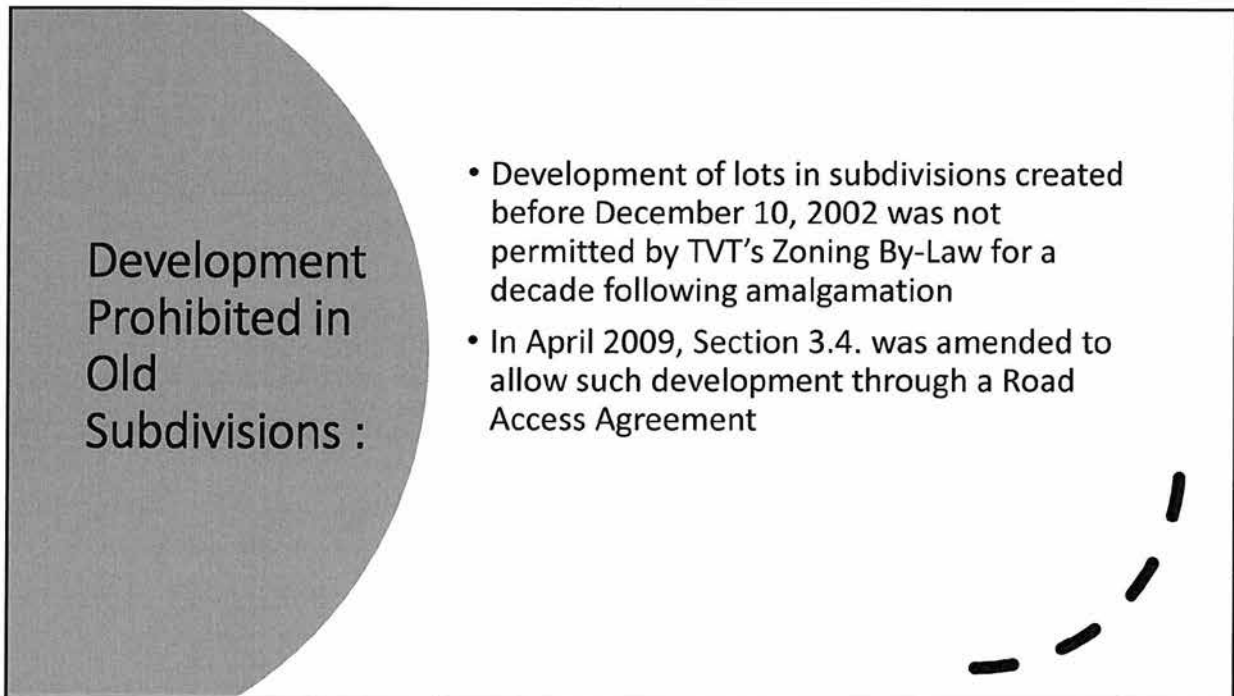
Approved for Submission By:

**Ashley Liznick,
Treasurer**

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




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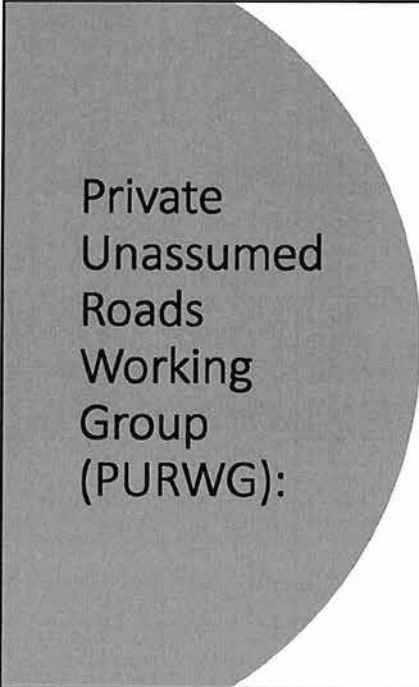
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Development
Through Road
Access
Agreements:

- Very limited development in old subdivisions has occurred since April 2009
 - Road access agreements have had a dampening effect on development as they are an extra step in the approval process and require commercial liability insurance
- 

3



Private
Unassumed
Roads
Working
Group
(PURWG):

- This Working Group was set up to address the issue of road access agreements and development of old subdivisions
 - There are 24 private unassumed roads in TVT
 - All of the roads represent unique circumstances (e.g. road condition, number of lots per road, demand for development, etc.)
- 

4

Why is Council Considering A Specific Area Development Charge Now?

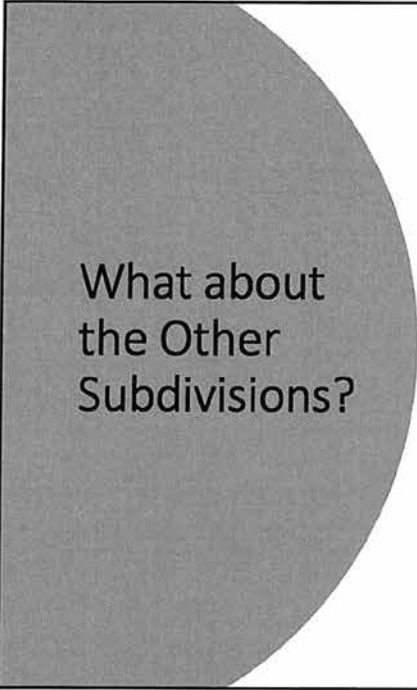
- Development applications have occurred in Maberly Pines for the first time in decades
- A holding zone was placed on Maberly Pines pending results of a Hydrogeological study
- The results will be known by November and a viable plan for development will be determined
- The road base and ditches are in very good shape so the roads could easily be assumed by the Township

5


Why Only Maberly Pines?

- Development Cost Charges can only be levied on vacant lots at the time a Building Permit application is made
- Maberly Pines has 48 vacant lots and the road base is in good shape
- Other old subdivisions are built-out (or only have 1 or 2 lots vacant) and their roads are in worse shape

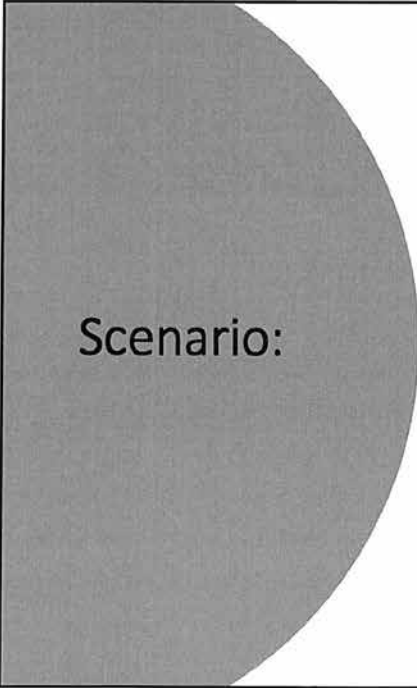
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What about the Other Subdivisions?

- Options will be examined by the Private Unassumed Roads Working Group. There will be different solutions matching the different characteristics of the roads.
 - Some may be able to use Local Improvement Charges
 - Some may become condominium roads
 - Some may remain private roads with a Road Association and Directors' Liability Insurance
- 

7



Scenario:

- If the Township institutes a special area development charge for the cost of the roads and the hydrogeological study and the Township proceeds with hard surfacing and assuming the roads within the subdivision in the same or a subsequent year, the following outlines the Township's return on investment.
- 

8

Assumptions:

- 1 The value of land doubles with the completion of the roads and the water issues resolved, resulting in an automatic increase in revenue due to taxation.
(average vacant lot size is 2.59 acres, average assessment on vacant lots is \$29,925)
- 2 Two new homes are built each year with a value of \$250,000 (and 2% inflation factor) added to assessment.
- 3 Municipal Tax Rate increases by 1.5% per year.

Note: These estimates are conservative.

9

Costs of Development:

- Estimate for the roads \$372,000
- Estimate for hydrogeological study \$20,000
- Split between the 48 vacant lots would amount to \$8,167 per lot.

10

Suggestion:

- Set a Special Area Development Charge (on top of the normal Township DC) of \$4,000 (consultant's calculated amount is \$7,019). This reduced charge is partially covered by the \$32,000 that the Township received from the sale of the lots transferred from the Developer.
- This Special DC should increase each year (same as normal DC charge), estimate 3% per year.
- If two homes are built each year it would be 24 years before all lots contribute to this Special DC charge.

11

Revenues derived from increase in property values and Special Area DC's.

	Land Value Increase	Building Value Increase	Additional Assessment	Municipal Tax Rate	Additional Municipal Tax	Special Area DC Revenue	Capital Spending	Total Revenue
Year 1	1,550,000	500,000	2,050,000	0.00455772	9,343	8,000		17,343
Year 2		510,000	2,560,000	0.00462609	11,843	8,240		20,083
Year 3		520,200	3,080,200	0.00469548	14,463	8,487		22,950
Year 4		530,604	3,610,804	0.00476591	17,209	8,742		25,951
Year 5		541,216	4,152,020	0.00483740	20,085	9,004		29,089
Year 6		552,040	4,704,060	0.00490996	23,097	9,274		32,371
Year 7		563,081	5,267,142	0.00498361	26,249	9,552		35,802
Year 8		574,343	5,841,485	0.00505836	29,548	9,839	(130,000)	(90,613)
Year 9		585,830	6,427,314	0.00513424	32,999	10,134		43,134
Year 10		597,546	7,024,860	0.00521125	36,608	10,438		47,046
Year 11		609,497	7,634,358	0.00528942	40,381	10,751		51,133
Year 12		621,687	8,256,045	0.00536876	44,325	11,074		55,399
Year 13		634,121	8,890,166	0.00544929	48,445	11,406		59,851
Year 14		646,803	9,536,969	0.00553103	52,749	11,748		64,498
Year 15		659,739	10,196,708	0.00561400	57,244	12,101		69,345
Year 16		672,934	10,869,643	0.00569821	61,937	12,464		74,401
Year 17		686,393	11,556,035	0.00578368	66,836	12,838		79,674
Year 18		700,121	12,256,156	0.00587044	71,949	13,223	(260,000)	(174,828)
Year 19		714,123	12,970,279	0.00595849	77,283	13,619		90,903
Year 20		728,406	13,698,685	0.00604787	82,848	14,028		96,876
Year 21		742,974	14,441,659	0.00613859	88,651	14,449		103,100
Year 22		757,833	15,199,492	0.00623067	94,703	14,882		109,585
Year 23		772,990	15,972,482	0.00632413	101,012	15,329		116,341
Year 24		788,450	16,760,931	0.00641899	107,588	15,789		123,377
					<u>1,217,398</u>	<u>275,412</u>		<u>1,102,810</u>

12

Notes:

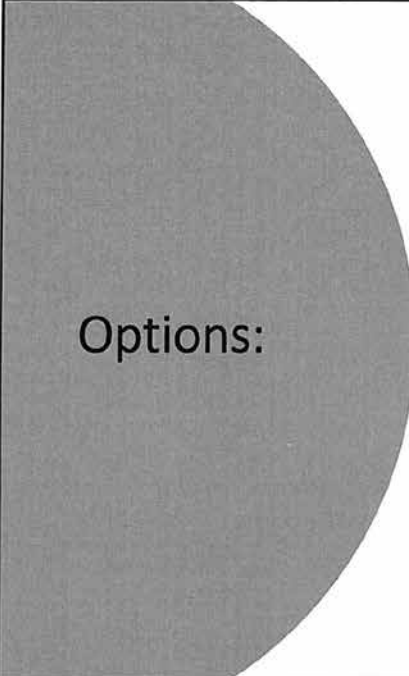
1. At year 8, the roads would require a micro-surface treatment estimated at \$130,000 and at year 18 they would require a pavement preservation treatment estimated at \$260,000.
2. At year 12 the Township's upfront costs of \$392,000 are paid back.
3. This chart does not include the current taxes that are being collected from the vacant lots and the Township is currently not expending any funds to maintain the private unassumed roads within this subdivision.

13

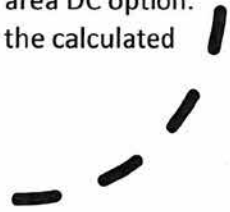
Funding:

- The assumption is that Tay Valley Township would advance the funds to pay for the costs of the roads and the hydrogeological study and those costs would be repaid by the property owners in the Maberly Pines Subdivision through the special area DC.
- These costs would not be included in the tax levied to the rest of the township.
- All of the Special Area Development Charge fees and the municipal taxes derived from the increase in the property values would go towards the repayment of the funds advanced for this project.


14




Options:

1. Consultants calculated amount of \$7,019 (This amount does not consider the proceeds derived from the sale of the 3 lots transferred to the Township by the developer).
 2. The amount of \$4,000 which was suggested for discussion and for the calculation of the return on investment.
 3. No special area DC. The Private Unassumed Roads Working Group could consider the other options (Local Improvement Charges, Condominium Roads, remain private, etc.). With the current update to the Development Charge By-Law now is the only opportunity to consider the special area DC option.
 4. Some amount in between zero and the calculated amount of \$7,019.
- 

15



Next Steps:

- Suggest the passing of the DC By-Law be delayed until more information is obtained from the hydrogeological study.
 - October 5th - Committee of the Whole Meeting – Discussion by Council of the Development Charge By-Law other than the Special Area DC.
 - November - “Special” Committee of the Whole Meeting – Discussion by Council of the Special Area DC
 - Council Meeting to adopt the By-Law – T.B.D.
 - Notice of Passing – T.B.D.
 - End of 40-day Appeal Period – T.B.D.
 - Effective Date – Date of By-Law Adoption
- 

16

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2019-045**

With proposed amendments highlighted in red

**SCHEDULE "A"
Designated Municipal Services Under this By-law**

Municipal-Wide Services

1. Roads & Related
2. Fire Protection
3. Parks & Recreation
4. Library
5. Waste Diversion
6. Administration – Studies

Area-specific Services

7. Roads & Related – Maberly Pines Area

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2019-045**

SCHEDULE “B”

Schedule of Development Charges

With proposed new rates as of September 2021

Service	RESIDENTIAL				NON-RESIDENTIAL	GREEN ENERGY
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	(per sq.ft. of Gross Floor Area)	(per 500 kW generating capacity)
Municipal Wide Services:						
Roads & Related	\$ 3,880	\$ 2,468	\$ 2,328	\$ 3,113	\$ 1.89	\$ 3,880
Fire Protection	\$ 368	\$ 234	\$ 221	\$ 295	\$ 0.18	\$ 368
Parks & Recreation	\$ 545	\$ 347	\$ 327	\$ 437	\$ 0.16	\$ -
Library	\$ 64	\$ 41	\$ 38	\$ 51	\$ 0.02	\$ -
Waste Diversion	\$ 33	\$ 21	\$ 20	\$ 26	\$ 0.02	\$ -
Growth-Related Studies	\$ 361	\$ 230	\$ 217	\$ 290	\$ 0.17	\$ 361
Total Municipal Wide Services	\$ 5,251	\$ 3,341	\$ 3,151	\$ 4,212	\$ 2.44	\$ 4,609
Area-Specific Services:						
Roads & Related (Maberly Pines)	\$ 6,409	\$ 4,077	\$ 3,845	\$ 5,142	\$ -	\$ -
Total Area-Specific Services	\$ 6,409	\$ 4,077	\$ 3,845	\$ 5,142	\$ -	\$ -

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2019-045**

SCHEDULE "C"

Map of Moberly Pines Area



01/01/2022-09/30/2022 Summary Report with Previous 3 year Average

2022	Number of Permits	3 yr. avg. (2019-2021)	S.F.D.'s	3 yr. avg. (2019-2021)	Commercial	3 yr. avg. (2019-2021)	Permit Fees	3 year average (2019-2021)	Building Value	3 year average (2019-2021)	Dev.Charge
January	7	4	0	1	1	0	\$5,825.80	\$2,240.87	\$1,486,667.00	\$396,333.33	
February	4	5	2	1	0	0	\$4,652.65	\$7,194.42	\$935,000.00	\$1,704,366.67	\$12,169
March	13	9	2	4	0	0	\$8,969.65	\$8,001.56	\$1,487,000.00	\$1,204,820.00	\$15,003
April	10	10	1	4	0	0	\$7,378.20	\$9,223.96	\$1,528,700.00	\$1,855,692.00	\$14,329
May	24	17	5	4	1	0	\$18,328.30	\$10,683.68	\$4,477,810.00	\$2,114,658.33	\$52,826
June	13	16	1	4	0	1	\$10,882.95	\$10,093.57	\$2,037,700.00	\$1,774,779.00	\$5,185
July	13	21	0	4	0	0	\$5,043.55	\$11,128.41	\$930,500.00	\$2,113,626.00	\$24,087
August	6	13	1	2	0	0	\$4,211.30	\$8,500.52	\$1,216,000.00	\$1,816,622.67	\$8,029
September	18	16	3	3	0	0	\$24,111.35	\$7,650.40	\$3,735,000.00	\$1,531,216.67	\$48,174
Total	108	111	15	27	2	1	\$89,403.75	\$74,717.38	\$17,834,377.00	\$14,512,114.67	\$179,802

As of Jan 21, 2022 Dev Charges of \$8,029 on permits are comprised of \$6,493 Township Dev Charge and \$1,536 County Dev Charge.

Note: The value in the S.F.D. column is the monthly total for Approved, Residential, New Construction permits and the value entered in the # Dwelling Units Proposed box on the Building Tab

CORRESPONDENCE



1. **Township of McGarry:** Resolution – Removal of Municipal Councillors Under Prescribed Circumstances – *attached, page 2.*
2. **Township of Lucan Biddulph:** Resolution – Strong Mayors, Building Homes Act – *attached, page 3.*
3. **Town of Gravenhurst:** Resolution – Strong Mayors – *attached, page 10.*
4. **Township of Adjala-Tosorontio:** Resolution – Strong Mayors, Building Homes Act – *attached, page 11.*
5. **AMO:** Policy Update – Proposed Regulations Under The Strong Mayors, Building Homes Act, and Federal Cannabis Act Review – *attached, page 14.*
6. **Township of North Kawartha:** Resolution – OMAFRA Ontario Wildlife Damage Compensation Administrative Fee – *attached, page 16.*
7. **Town of Perth:** Resolution – OMAFRA Ontario Wildlife Damage Compensation Administrative Fee – *attached, page 17.*
8. **Township of Alnwick/Haldimand:** Resolution – OMAFRA Ontario Wildlife Damage Compensation Administrative Fee – *attached, page 18.*
9. **Municipality of Powassan:** Resolution – OMAFRA Ontario Wildlife Damage Compensation Administrative Fee – *attached, page 20.*
10. **Municipality of East Ferris :** Resolution – Let’s Remember Adam, Bus Cameras – *attached, page 27.*
11. **Municipality of Grey Highlands:** Resolution – Increased Speeding Fines – *attached, page 29.*
12. **Norfolk County:** Resolution – Draven Alert – *attached, page 30.*
13. **Solicitor General:** Memo – Community Safety and Policing Act, 2019 and OPP Detachment Boards – *attached, page 32.*
14. **Tay Valley:** Report – Building Permits (Approval Granted July 2022) - *attached, page 33*

FRIENDS OF THE



TAY WATERSHED

We All Live Downstream...

P.O. Box 2065
57 Foster Street
PERTH ON K7H 3M9
friends@taywatershed.ca

September 23, 2022

Reeve Brian Campbell
Members of Council
Tay Valley Township
217 Harper Road
PERTH ON K7H 3C6

Dear Reeve Campbell and Members of Council

RE: CPR Rail Ties Storage

Friends of the Tay Watershed Association are concerned with the adverse environmental impacts of the storage of rail ties at Glen Tay, with the potential threat to water resources including the Town's water supply (noting that the site lies within the source protection area of the Town's water intake). Attached is a copy of the letter recently sent to CPR concerning this issue. Council will note that this concern has been raised several times with CPR with no resolution.

Friends of the Tay Watershed Association would respectfully request that the Township consider our letter and submit a letter of their own expressing this collateral concern about the protection of water resources in our area communities.

Thank you for your consideration.

Respectfully submitted,

Glenn Tunnock
President
Friends of the Tay watershed Association

RECEIVED

SEP 28 2022

TAY VALLEY TOWNSHIP

FRIENDS OF THE



TAY WATERSHED

We All Live Downstream...

P.O. Box 2065
57 Foster Street
PERTH ON K7H 3M9
friends@taywatershed.ca

September 20, 2022

Canadian Pacific
7550 Ogden Dale Road S.E.
Calgary, AB T2C 4X9
Canada

Dear Sir or Madam

Rail Ties Disposal – Glen Tay, Ontario

Friends of the Tay Watershed Association Mission Statement is:

“The Friends of the Tay Watershed deliver activities and cooperate with other organizations with complimentary interests, to ensure the health of the water and related natural resources of the Tay Watershed for present and future generations.”

Our Association has been in contact with CPR as early as 2007 and have been in contact with CPR again in 2018 regarding the disposal of rail ties. On both occasions, we expressed our concern with the storage of some 10,000 rail ties in Glen Tay, Ontario. No action was forthcoming. Our concern, as is also the concern of local residents, is the environmental impact of creosote leaching into the environment, a threat to the water quality of surface and ground water resources. As well, the Glen Tay site lies upstream of the Town of Perth’s (only) water supply.

We are aware that there are sustainable methods for the disposal of used railway ties. We are also aware of the environmental consciousness of CPR with respect to other negative emissions into the environment, notably carbon emissions.

The purpose of this letter is to not only repeat our concern about pollutant emissions but to ask more specifically, what the intention is of CPR with respect to the disposal of used rail ties to avert adverse impacts on the water resources of not just Glen Tay but downstream communities in the Tay Watershed? Also what are the policies and practices of CPR with respect to rail tie disposal in Canada and what are the measures currently undertaken elsewhere to address this issue?

We would like to be able to inform our membership and the community at large, that CPR is environmentally responsible and intends to act on this concern. We

1

believe we have a legitimate concern for the impact not just currently, but as indicated in our Mission Statement, the impact on future generations.

Thank you.

Yours sincerely

A handwritten signature in black ink, reading "Glenn Tunnock". The signature is written in a cursive style with a large, sweeping initial "G" and a long, horizontal flourish extending to the left.

Glenn Tunnock
President
Friends of the Tay Watershed Association

UPDATES



GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP MINUTES

Friday, September 16th, 2022
10:00 a.m.
Council Chambers

ATTENDANCE:

Members Present: Chair, Deputy Reeve Barrie Crampton
Bob Argue
Jennifer Dickson
Douglas Barr

Members Absent: Councillor Rob Rainer
David Poch
Peter Nelson

Staff Present: Noelle Reeve, Planner
Allison Playfair, Planning Administrative Assistant,
Recording Secretary

1. CALL TO ORDER

The meeting was called to order at 10:08 a.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The agenda was approved as printed.

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

None at this time.

4. APPROVAL OF MINUTES

i) Minutes – June 3rd, 2022

The minutes of the Green Energy and Climate Change Working Group Meeting held on June 3rd, 2022, were approved as presented.

5. DELEGATIONS & PRESENTATIONS

None.

6. BUSINESS

i) Climate Action Plan

- Ministry of Energy Comment opportunity on the Development of A Clean Energy Credit Registry – Noelle Reeve, Planner

Clean Energy Credits (CECs) are “instruments derived from the positive environmental attributes (EAs) associated with clean electricity generation projects. CECs are certificates that represent one megawatt-hour (MWh) of clean electricity that has been generated from a non-emitting source, such as solar, wind, bioenergy, hydroelectric and nuclear power.”

Many companies have set a corporate target of 100 per cent clean electricity generation and consumption. Some Ontario corporations and individuals already voluntarily purchase CECs to meet their corporate sustainability goals. There is, however, no official centralized registry that tracks and enables the purchase of CECs for electricity generated and consumed in Ontario. CECs and voluntary registries exist in other competing North American jurisdictions.

The Planner would like some general thoughts from the Working Group on the province’s proposed clean energy credit registry to encourage renewables.

- Building Condition Assessment Report – Noelle Reeve, Planner

The Planner informed the Working Group that a Building Conditions Assessment Report has been prepared by McIntosh Perry and a summary was presented to Committee of the Whole on August 9, 2022 by the Public Works Manager. The report noted each asset the Township owns and what the condition the buildings are in and what is recommended to be partly renovated or in need of a full renovation.

This summary was prepared to allow the Treasurer to know how much taxes would need to increase in the future to be able to complete the repairs or replacement of the buildings. Most of the comments from the consultants

were for minor alterations (e.g., roof and siding). The Planner would like comments from the Working Group for ideas on energy efficient improvements when assets are repaired or replaced to implement the Township's Climate Action Plan.

- 2023 Budget

A discussion was held by the Working Group about the 2023 Budget. It was noted that the County of Lanark had a climate action budget line item for 2022 in the amount of \$200,000.00. Approximately \$75,000 will be spent from that budget so the County is expected to establish a Climate Action reserve.

Because Tay Valley Township has adopted a Climate Action Plan that will require funding to implement some of its requirements, and the Federation of Canadian Municipalities (FCM) energy efficiency and climate action grants require a 20% contribution from the recipient, the Green Energy Climate Change Working Group recommends to Council that Tay Valley establish a line item in the budget for climate action implementation, and that Tay Valley establish a climate action implementation reserve.

The Working Group also requested that Deputy Reeve Barrie Crampton and Councilor Rob Rainer propose the budget line item and reserve for the 2023 Budget.

ii) **Communications**

- Lanark County Climate Change Committee Update

Bob Argue updated the Working Group on the County's Climate Change Committee. He noted that there were two meetings one June 20th 2022 and one in September (see attachment 1). Bob Argue presented on the climate lens tool in June, which was received very well. Adoption will be discussed at the next County Council meeting - *attached page 7*.

- Economics of Heat Pumps

The Planner reported that the Clean Air Council of Ontario has prepared a report on economics of heat pumps, *An Analysis of the Financial and Climate Benefits of Electrifying Ontario's Gas-Heated Homes by Installing Air-Source Heat Pumps*. The report concluded that heat pumps are better, more energy efficient, more cost effective (in Ontario at least) and better for the planet than gas heating systems.

https://www.cleanairalliance.org/wp-content/uploads/2022/08/Heat-Pump-Report-gas-heated-2022-8.5x11-aug-02-v_01.pdf

The Working Group suggested adding the document to the Township Green Energy Climate Change webpage and doing an eblast for Tay Valley Township residents.

- Electric Vehicle Charging Station Grant Opportunities

Deputy Reeve Barrie Crampton advised the Working Group that he had met the owner of the Maberly Fall River restaurant and that would be a good place for a charging station, and The Working Group should see what funding programs are available.

7. NEW AND OTHER BUSINESS

The Planner explained that the new Council would be inaugurated November 15th and there would be a Striking committee of Council members to review applications to Township Working Groups and Committees. The Clerk expects to have notices in the paper mid-October calling for people to express interest. The intention would be for appointments to be made by Council in December.

The Working Group put forward a motion recommending the continuation of the Green Energy and Climate Change Working Group.

RESOLUTION #GECCWG-2022-01

MOVED BY: Bob Argue

SECONDED BY: Doug Barr

“WHEREAS, the Green Energy and Climate Change Working Group provides expertise to implement the Township’s Climate Action Plan;

WHEREAS, the Green Energy and Climate Change Working Group increases the communication capacity of the Township on green energy issues;

WHEREAS, the Green Energy and Climate Change Working Group identifies cost reduction and energy saving opportunities to the Township;

WHEREAS, the Green Energy and Climate Change Working Group identifies funding opportunities for the Township;

AND WHEREAS, the Green Energy and Climate Change Working Group enhances the Township’s ability to respond to changing federal and provincial requirements;

NOW THEREFORE BE IT RESOLVED THAT, the Green Energy and Climate Change Working Group recommends the continuation of its mandate under the next term of Council.”

ADOPTED

8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS

Next Meeting: TBD

9. DEFERRED ITEMS

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

· *None*

10. ADJOURNMENT

The Working Group adjourned at 11:22 a.m.

DRUMMOND NORTH ELMSLEY TAY VALLEY FIRE BOARD MINUTES

Thursday, September 8, 2022

6:00 p.m.

South Sherbrooke Station – 22110 Highway 7, Maberly, Ontario

Training Room

ATTENDANCE:

Members Present:

Chair, Councillor Mick Wicklum
Vice-Chair, Councillor Paul Coutts
Councillor John Matheson
Councillor Fred Dobbie
Councillor Ray Scissons

Staff Present:

Greg Saunders, Fire Chief
Darren Gibson, Deputy Fire Chief
Megan Moore, Recording Secretary

Members & Staff Absent:

Councillor RoxAnne Darling

1. CALL TO ORDER.

The meeting was called to order at 6:00 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA.

- i) Addition under Business: Emergency Response Call Update.
- ii) Addition under Business: Billing Status Update.
- iii) Addition under Business: Firefighter Hours & Pay Update.
- iv) Addition under Business: Fire Board Chair Update.
- v) Deletion under In-Camera: CONFIDENTIAL Identifiable Individual – Organizational Structure.
- vi) Deletion under In-Camera: CONFIDENTIAL Identifiable Individual – Performance Appraisals.

The agenda was approved as amended.

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

None at this time.

4. APPROVAL OF MINUTES.

- i) **Minutes – June 9, 2022.**

RESOLUTION # FB2022-18

MOVED BY: John Matheson
SECONDED BY: Paul Coutts

“**THAT**, the minutes of the Drummond/North Elmsley Tay Valley Fire Board meeting held on June 9, 2022 be approved as presented.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS.

- i) **Tour of the South Sherbrooke Training Center.**

The Fire Board took a tour of the newly built South Sherbrooke Training Centre.

6. BUSINESS.

- i) **2022 Snow Removal Contract – *attached page 8.***
Greg Saunders, Fire Chief.

The Fire Board approved extending the snow removal contract with Bosman’s All-Weather Property Maintenance for one (1) year.

RESOLUTION # FB2022-19

MOVED BY: Ray Scissons
SECONDED BY: Fred Dobbie

“**THAT**, the snow removal contract with Bosman’s All-Weather Property Maintenance be extended for a period of one (1) year.

ADOPTED

- 2. Surplus ½ Ton Truck.**

Greg Saunders, Fire Chief.

The Township of Drummond/North Elmsley would like to purchase old Truck #371. The value of the truck is estimated at \$5,000.00, therefore the Township of Drummond/North Elmsley will pay Tay Valley Township their 50% ownership of the vehicle.

RESOLUTION # FB2022-20

MOVED BY: John Matheson
SECONDED BY: Paul Coutts

“**THAT**, the surplus ½ ton truck be sold as is to the Township of Drummond/North Elmsley for \$2,500.00 Plus all transfer costs.”

ADOPTED

3. Fire Department Social Night at Ecotay.

Greg Saunders, Fire Chief.

In recognition of the firefighters’ hard work and dedication to the Fire Department the Fire Board authorized spending \$1,000.00 out of the current operating budget to put towards the Fire Department Social Night at Ecotay.

4. Open Air Burning By-Law.

Greg Saunders, Fire Chief.

Staff are in the process of revising the existing Open Air Burning By-Law. The draft By-Law will be brought forward to the Fire Board for review.

5. 2023 Draft Budget – *attached page 9.*

Greg Saunders, Fire Chief.

The Fire Chief presented the 2023 draft fire department budget to the Fire Board. The Fire Board approved in principle the budget and now the budget will be sent to each Township Council for final approval.

RESOLUTION # FB2022-21

MOVED BY: Ray Scissons
SECONDED BY: Fred Dobbie

“**THAT**, the 2023 draft budget be approved in principle as presented.”

ADOPTED

6. Emergency Response Call Update – *attached page 14.*

Greg Saunders, Fire Chief.

The Fire Chief provided the Fire Board with an update on the number of emergency response calls the Fire Department has received so far this year.

7. Billing Status Update – *attached page 15.*

Greg Saunders, Fire Chief.

The Fire Chief provided the Fire Board with an update on the Billing status for this year.

8. Firefighter Hours & Pay Update – *attached page 16.*

Greg Saunders, Fire Chief.

The Fire Chief provided the Fire Board with a cost update on the firefighter honorariums for this year.

9. Deputy Fire Chief Update.

Darren Gibson, Deputy Fire Chief.

Updated Standard Operating Guidelines for OMYA and Lanark Lodge - further training planned to test the new guidelines. Currently looking to set up an Standard Operating Guidelines review committee as was recommended in the Master Fire Plan.

Upcoming joint emergency scenario with Perth Fire, OPP, and hospital at 3M.

Created a Training Program for the Fire Department, linked back to Establishing & Regulating Bylaw as was recommended in the Master Fire Plan.

Implemented the TOMRMS filing system electronically. TOMRMS is used by Tay Valley and Drummond/North Elmsley Townships as well.

Created a new Standard Incident Report form
- reviewed Ontario Fire Marshal and Emergency Management Standard Incident Report manual as per Master Fire Plan

Created a new Response Attendance Form to track exactly who was on scene and which fire apparatus they took - both of these questions are asked in the FirePro software that generates reports to send to the Ontario Fire Marshal and Emergency Management.

Since the last Fire Board meeting 10 inspections have been completed, 5 of which resulted in violations. Three of those have been resolved and two still pending.

Continued research into updated Mandatory Certification training. Year 2 approach to completion to start in 2023.

Master Fire Plan Recommendations - Progress Update

As of June 6, 2022 – Immediate Recommendations – 10 of 13 started, 3 of those 10 completed

As of Sept 7, 2022 Immediate Recommendations – 11 of 13 started, 5 of those 11 completed

10. Fire Chief Update.

Greg Saunders, Fire Chief.

Both Pumpers are on order but there is no clear delivery date. The half ton truck is still out of service as the Fire Department is waiting to have emergency lights installed on the truck.

There will be a simulated emergency table top exercise taking place for Tat Valley Township tomorrow with the Emergency Control Group. The exercise for Drummond/North Elmsley Township was completed a few months ago. The Fire Board requested that the Fire Chief provide the Board with an update on how the training exercises went at the next meeting.

Summer camps in both Townships were inspected this year and fire extinguisher training was completed for various groups as well. More fire extinguisher training will take place this fall.

There was a movie filmed at Camp Opemikon over the summer. Four firefighters from the Fire Department signed up to provide fire suppression services (if required). The movie company paid them each \$400.00 for providing their services. The Fire Chief donated the fire trucks for the night the movie was being filmed.

New air bags are scheduled to be replaced for the Rescue units that are owned by Lanark County.

The communications system is old needs to be updated. The Fire Chief is working with the other local Fire Chiefs and Lanark County to purchase and implement a new system.

The fundraising raffle for the BBD&E Firefighter's Association closed last night. The total amount of money raised ended up being \$6,900.00, this amount will be split between the winner and the BBD&E Firefighters Association.

The Fire Department has received a \$5,000 grant from Enbridge for training materials.

11. Fire Board Chair Update.

Mick Wicklum, Fire Board Chair.

A motion was previously passed by the Fire Board approving all full-time Fire Department staff to be included in the Drummond/North Elmsley Pay Grid; meaning staff wages for the next budget year are automatically determined by the updated pay grid. Staff Performance appraisals must still be completed annually. Therefore, in the near future, the Fire Board Chair and Vice-Chair will be completing the performance appraisal for the Fire Chief. All Fire Board members were requested to contact the Fire Board Chair with any comments or

feedback that they'd like to see included in the Fire Chief's performance appraisal.

7. NEW/OTHER BUSINESS.

None.

8. IN-CAMERA.

None.

9. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS.

Next Meeting: To be determined.

10. DEFERRED ITEMS.

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

· *None.*

11. ADJOURNMENT.

The Board adjourned at 8:00 p.m.

RIDEAU VALLEY CONSERVATION AUTHORITY
Box 599, 3889 Rideau Valley Drive
Manotick, Ontario, K4M 1A5
(613) 692-3571, 1-800-267-3504

Members and the public are also able to join via Zoom given the ongoing pandemic.

DRAFT MINUTES

<u>Board of Directors</u>	<u>5/22</u>	<u>July 28, 2022</u>
Present:	Carolyn Bresee Vince Carroll Bob Foster Julie Graveline Robin Jones Pieter Leenhouts Dale McLenaghan Anne Robinson	Judy Brown Brian Dowdall Mel Foster Victor Heese Andy Jozefowicz John McDougall Gene Richardson Kristin Strackerjan
Staff:	Sommer Casgrain-Robertson Kathy Dallaire Marissa Grondin	Dan Cooper Terry Davidson
Regrets:	Gerry Boyce George Darouze Scott Moffat Rob Rothgeb	Jamie Crawford Steve Fournier Shawn Pankow

1.0 Roll Call

Chair Leenhouts called the meeting to order at 6:31 p.m.
General Manager/Secretary-Treasurer conducted a roll call.

2.0 Land Acknowledgement Statement

Chair Leenhouts gave the Land Acknowledgement statement.

3.0 Agenda Review

Chair Leenhouts reviewed the agenda.

4.0 Adoption of Agenda

Motion 1-220728

Moved by: Anne Robinson
Seconded by: Brian Dowdall

THAT the Board of Directors of the Rideau Valley Conservation Authority adopts the Agenda as circulated.

Motion Carried

5.0 Declarations of Interest

There were no declarations of interest.

6.0 Approval of Minutes of May 26, 2022

Motion 2-220728

Moved by: Judy Brown
Seconded by: Robin Jones

THAT the Board of Directors of the Rideau Valley Conservation Authority approves the Minutes of the Board of Directors Meeting #05/22, May 26, 2022, as circulated.

Motion Carried

7.0 Business Arising from the Minutes

There was no business arising.

8.0 Financial Reports for the period ending May 31, 2022

Kathy Dallaire presented the financial reports for the period ending May 31, 2022. Program activities are progressing as expected and operating costs are forecasted to remain on budget.

In response to a question from a member regarding accumulated surplus, Ms. Dallaire explained that accumulated surplus represents income earned year over year. The surplus in financial reports to May 31, 2022 reflect the levy for the current year not yet spent.

In response to a question from a member, Ms. Casgrain-Robertson confirmed that the auditors were pleased with the improvement in RVCA's capital and program reserves.

In response to a question from a member regarding deferred revenues, Ms. Dallaire explained that the deferred revenue are funds that the Authority received in advance of services that are going to be performed. The RVCA is obligated to complete the project or services paid for. Projects are reviewed annually, and deferred revenues balances are estimated and adjusted at year end. Deferred revenues are not considered revenue until they are

earned. As the income associated with the project is earned, the liability is reduced and recognized as revenue. Various methods are used to estimate the amount of revenue to recognize, such as a percentage of completion. These funds are not spent or allocated toward anything else.

Motion 3-220728

Moved by: Brian Dowdall
Seconded by: Gene Richardson

THAT the Board of Directors of the Rideau Valley Conservation Authority approve the Revenue and Expenditure Reports and Balance Sheet for the period ending May 31, 2022.

Motion Carried

Kristen Strackerjan joined the meeting 6:39 p.m.

9.0 RVCA Mileage Rate

Kathy Dallaire presented a review of RVCA's mileage rate as it has been a decade since the RVCA increased its mileage rate paid to employees and directors for the personal use of their vehicles while conducting business on behalf of the Authority. Staff analyzed mileage rates from 24 conservation authorities and the Canada Revenue Agency (CRA) and evaluated the financial impact of increasing RVCA's mileage rate.

During discussion, Mayor Jones recommended that the RVCA consider adopting the CRA's mileage rate for RVCA employees and directors for personal use of a vehicle while conducting business on behalf of the Authority.

Motion 4-220728

Moved by: Robin Jones
Seconded by: Gene Richardson

THAT the Board of Directors of the Rideau Valley Conservation Authority adopt the Canada Revenue Agency's mileage rate to be paid to RVCA employees and directors for use of a personal vehicle to carry out duties on behalf of the Rideau Valley Conservation Authority, and that this mileage rate take effect August 1, 2022.

Motion Carried

Zoom video conference call lost. The meeting reconnected to Zoom and Chair Leenhouts called for roll call. The General Manager conducted roll call. The meeting resumed with quorum.

Mel Foster joined the meeting at 6:59 p.m.

10.0 Chapman Mills Conservation Area Bridge Abutment Replacement

Dan Cooper presented on the Chapman Mills Conservation Area Bridge replacement plan to install concrete abutments and sonotubes. He noted that the RVCA is still awaiting a permit from Parks Canada and that they may require the use of helical piles instead of concrete sonotubes.

In response to questions from members, Mr. Cooper explained the difference in bidder cost is due to one contractor proposing a secondary bridge installation during construction, while the other did not, therefore reducing the project cost. Mr. Cooper also explained that both bids contained a cost estimate with sonotubes and without, as the bidders are aware the sonotubes may not be required. If helical piles are required instead of sonotubes, RVCA staff are seeking approval to hire the contractor previously approved by the Board at their May 26, 2022 for the boardwalk replacement at Baxter.

Motion 5-220728

Moved by: Carolyn Bresee
Seconded by: Anne Robinson

THAT the Board of Directors of the Rideau Valley Conservation Authority approve Manotick Concrete to install concrete bridge abutments and sonotubes at Chapman Mills Conservation Area at a cost of \$29,700 plus applicable taxes;

THAT staff be authorized to spend up to an additional \$4,455 (15 percent contingency) to cover any unforeseen project expenses;

And THAT staff be authorized to contract Pier Pressure to install helical piles instead of concrete sonotubes, if required by a regulatory agency, within the existing project budget.

Motion Carried

Dale McLenaghan left the meeting at 7:09 p.m.

11.0 Baxter Conservation Area Boardwalk Replacement Building Materials

Dan Cooper presented a report on the building materials needed to complete the Baxter Conservation Area boardwalk replacement. RVCA's Board of Directors approved the purchase and installation of helical piles as the base of the replacement boardwalk at their May 26, 2022, meeting. Staff then obtained quotes for the building materials required to construct the raised boardwalk and platforms on top of the piles.

In response to a question from a member, Mr. Cooper confirmed that the RVCA is acting as the General Contractor, and work on this project is scheduled to begin fall 2022.

Motion 6-220728

Moved by: Brian Dowdall
Seconded by: Anne Robinson

THAT the Board of Directors of the Rideau Valley Conservation Authority approve Kemptville Building Centre to provide the lumber required to construct a new raised boardwalk at Baxter Conservation Area;

THAT staff acquire all other building materials for the new raised boardwalk from Kemptville Building Centre unless they can be sourced from another supplier for a lower cost;

And THAT the total materials cost not exceed \$212,000 plus applicable taxes.

Motion Carried

12.0 Disconnect Policy

Sommer Casgrain-Robertson presented RVCA's Disconnect from Work Policy in compliance with Bill 27 (*Working for Workers Act*, 2021) which amended the *Employment Standards Act*.

The RVCA collaborated with other conservation authorities on the development of this policy and thanked South Nation Conservation whose policy formed the basis for RVCA's policy. Ms. Casgrain-Robertson noted that the new policy has been circulated to staff and will be updated as needed to remain compliant with provincial legislation.

Motion 7-220728

Moved by: Bob Foster
Seconded by: Victor Heese

THAT the Board of Directors of the Rideau Valley Conservation Authority adopt the attached Disconnect from Work Policy, dated June 2022 in compliance with the *Employment Standards Act*.

Motion Carried

13.0 Meetings

- a) Program Inventory Municipal Information Session: June 7, 2022
 - Members of Council and municipal staff attended RVCA's information session on program inventories. Participants provided RVCA staff with good input and advice on how best to move forward with an updated inventory, draft agreements and communication and consultation with municipalities.

- b) RVCF AGM and Board of Directors Meeting: June 9, 2022
 - It was noted that Andrew Harkness and Tom Scott were elected as the new Chair and Vice-Chair respectively of the RVCF
- c) Conservation Ontario Council Meeting: June 20, 2022
- d) Program Inventory Meeting with City of Ottawa: June 21, 2022
- e) RVCA Watershed Tour: June 23, 2022
 - Staff received positive feedback from RVCA and RVCF members regarding the watershed tour and staff were thanked for all their hard work in organizing the day

Upcoming

- f) AMO Conference (CA Panel Presentation): August 14 to 17, 2022
- g) OEMC Conference (CA display): September 14 to 16, 2022
- h) RVCF Board of Directors Meeting: September 14, 2022
- i) RVCA Board of Directors Meeting: September 22, 2022
- j) Conservation Ontario Council Meeting: September 26, 2022

14.0 Member Inquiries

Andy Jozefowicz inquired about the term of appointment of existing members in light of upcoming municipal elections. Ms. Casgrain-Robertson explained that the Conservation Authorities Act states that current members continue to serve until their replacement is appointed to ensure conservation authorities continue to have quorum for meetings after the municipal election until member municipalities appoint new members which is sometimes not until the new year.

15.0 New Business

Chair Leenhouts informed the Board that the Executive Committee decided to recognize the General Manager for excellent performance in 2021 following her annual performance appraisal. This recognition was done at the RVCA's watershed tour on June 23, 2022.

Mayor Jones recommended that the Board of Directors support the Executive Committee's decision and put forth a motion to recognize the General Manager's performance.

Motion 8-220728

Moved by:

Robin Jones

Seconded by:

Carolyn Bresee

THAT the Board of Directors of the Rideau Valley Conservation Authority supports the decision taken by the Executive Committee to recognize the General Manager's outstanding performance.

Motion Carried

16.0 Adjournment

The Chair adjourned the meeting at 7:29 p.m. on a motion by Andy Jozefowicz which was seconded by Bob Foster.

Pieter Leenhouts
Chair

Marissa Grondin
Recording Secretary

Sommer Casgrain-Robertson
General Manager/Secretary-Treasurer



MINUTES

Via Zoom

Board of Directors

July 20, 2022

MEMBERS PRESENT

J. Atkinson, Chair
J. Mason, Vice-Chair
F. Campbell
R. Darling
E. El-Chantiry
G. Gower
B. Holmes
J. Karau
P. Kehoe
P. Sweetnam
C. Rigelhof
S. Lewis

MEMBERS ABSENT

J. Inglis
C. Kelsey
B. King
C. Lowry
A. Tennant
K. Thompson

STAFF PRESENT

S. McIntyre, General Manager
A. Millar, Treasurer
J. North, Water Resources Technologist
B. Flood, Water Resources Engineer
M. Craig, Manager of Planning and Regulations
S. Lawryk, Property Manager
E. Levi, Finance Assistant
A. Perrin, Recording Secretary

J. Atkinson called the meeting to order at 1:00 pm.

Meeting attendees may declare if there is a conflict of interest at any time during the session.

B07/20/22-01

MOVED BY: P. Kehoe

SECONDED BY: F. Campbell

Resolved, That the agenda for the July 20, 2022 Board of Directors Meeting be adopted as presented.

“CARRIED”

MAIN BUSINESS

1. Approval of Minutes: Board of Directors, May 18 2022

B07/20/22-02

MOVED BY: J. Karau

SECONDED BY: E. El-Chantiry

Resolved, That the Minutes of the Mississippi Valley Board of Directors Meeting held on May 18, 2022 be received and approved as printed.

“CARRIED”

2. Watershed Conditions, Report 3227/22

J. North presented the Watershed Conditions Report, Report 3227/22. J. North noted an above-average rainfall in the first two weeks of June due to multiple large storms affecting the upper portion of the watershed. J. North found this year’s rainfall in June to be almost double compared to previous historical data. The rest of the watershed’s precipitation levels were only slightly higher than previous historical data recorded for the month of June. J. North noted that only the main river stems of the watershed showed an increase in flow and that the tributaries, such as the Clyde, Fall, Indian, and Carp Rivers, were not affected. It took approximately two weeks for the water flow to stabilize. There has been low precipitation within the watershed since the middle of June, which lowered the upper watershed lake levels back to normal. J. North also stated that the long-range forecast predicts a warmer, drier August.

J. Mason mentioned observing higher than normal water levels in the Carp River during May and early June. J. Mason asked where the flow gauge representing the presented data are located.

J. North advised that the flow gauge is in Kinburn, Ontario. Beaver dams, blocked culverts and new developments can affect flow rates. Most of the watershed currently has normal water levels.

J. Mason believes that the Kinburn water station does not reflect the upper portion of the Carp River and therefore wants this to be noted for future flood plain mapping initiatives.

B07/20/22-01

MOVED BY: P. Kehoe

SECONDED BY: F. Campbell

Resolved, That the agenda for the July 20, 2022 Board of Directors Meeting be adopted as presented.

“CARRIED”

MAIN BUSINESS

1. Approval of Minutes: Board of Directors, May 18 2022

B07/20/22-02

MOVED BY: J. Karau

SECONDED BY: E. El-Chantiry

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J. Mason believes that the Kinburn water station does not reflect the upper portion of the Carp River and therefore wants this to be noted for future flood plain mapping initiatives.

S. McIntyre stated that the building structure has a long-life cycle. However, current upkeep (i.e., HVAC technology) has a shorter life cycle and therefore requires setting aside money for capital renewal.

P. Sweetnam agreed and said it would need to be phased in slowly because of the significant increase in funds borrowed.

J. Atkinson suggested adding the role of the Mississippi Valley Conservation Foundation (MVCF) to Table 1: Board-approved Restricted Reserve Funds source of funding in the Reserve Policies Report 3228/22 under the Category 2 and 3 'Funding Sourced' column.

S. McIntyre confirmed the addition to Table 1: Board-approved Restricted Reserve Funds would be made to the Category 2 and 3 'Funding Sourced' column to include: "Funding Provided by the MCVF".

B07/20/22-03

MOVED BY: C. Rigelhof

SECONDED BY: E. El-Chantiry

Resolved, That Board of Directors approve:

1. **The Reserve and Reserve Fund Policy appended to this report**
2. **Amendment of the MVCA Administrative By-law to:**
 - a) **Include the new reserve and reserve fund policy**
 - b) **Include other Board-approved financial policies, namely the:**
 - **Purchasing Policy, and**
 - **Tangible Capital Asset Policy**
 - c) **Update position titles and legislative/regulatory references, as needed**
 - d) **Update section B.1.c) v. to read: Approve the establishment of special reserves for special projects or programs as set out in Section E, Appendix 5**

"CARRIED"

3. **Requested Use of the K&P, Lanark Highlands Twp., Report 3229/22**

M. Craig presented the Use of the K&P, Lanark Highlands Twp. Report 3229/22. Since April 2022, MVCA and Lanark Highlands Twp. have been discussing environmental requirements related to replacing the Clyde Fork Bridge that crosses the Clyde River. It was highlighted in the presentation that there are several ecological aspects to review (i.e., the bridge crosses provincially significant wetlands). There has also been a public request made to Lanark Highlands Twp. asking for permission to access the community of houses on Clyde Forks Rd. in Calabogie, Ontario, by using a section of the K&P recreational trail during bridge construction. M. Craig summarized that this request has produced an administrative, environmental and legal component and that the MVCA intends to facilitate a solution and assist the member municipalities involved.

J. Karau asked if the MVCA has any seasonal concerns (Ex. would it be better if construction of the bridge occurred in the winter?)

M. Craig said using the K&P may be problematic in the winter due to safety issues (i.e., maintaining municipal road standards such as salting/ plowing). M. Craig stated that the township consultant would need to address a contingency plan if it extended past their fall construction deadline.

J. Karau asked if school buses and emergency vehicles are considered commercial vehicles.

M. Craig replied that residential requirements might include services (i.e., fuel and fire trucks) that may exceed the K&P trail's load-bearing capacity. M. Craig advised that the township and township consultant are still determining the capacity of the K&P trail in its existing state.

P. Sweetnam asked if construction could potentially carry over into 2023 if there are construction difficulties.

M. Craig said the proposed project completion date is November 2022, and a public open house is scheduled for July 28, 2022. The township also issued a notice of study commencement.

S. Lewis emphasized the need for commercial vehicles to use be able to use the proposed section of the K&P trail.

B. Holmes asked if there will be agricultural activities and equipment on the proposed section of the K&P trail. And if construction goes into the winter, will the K&P trail support fuel trucks, Etc.

M. Craig stated that the main concern right now is load bearing. For example, logging trucks with full loads access the area's crown land. The culverts on the K&P were not intended to withstand these types of loads.

J. Atkinson welcomed Scott Lawryk, the new MVCA Property Manager, to the authority. In addition, J. Atkinson acknowledged that Ross Fergusson, Operations Supervisor, will retire after 35 years with the MVCA.

B07/20/22-04

MOVED BY: P. Sweetnam

SECONDED BY: B. Holmes

Resolved, That Board of Directors:

- 1. Approve-in-principle use of a 3.2 km section of the K&P Trail by non-commercial vehicles during reconstruction of the Clyde Forks Bridge by Lanark Highlands Twp.**
- 2. Direct staff to obtain legal counsel to draft an agreement that protect the interests of the Authority during construction, reinstatement, and recommissioning of the trail;**
- 3. Require the Township of Lanark Highlands to pay the legal costs of the Authority for the above legal services; and**

4. Hold a special meeting, if required, to approve the above agreement in order to facilitate timely reconstruction of the bridge by the Township.

“CARRIED”

4. Permit Signing Authority: Juraj Cunderlik, Report 3230/22

S. McIntyre presented the Permit Signing Authority: Juraj Cunderlik Report 3230/22.

B07/20/22-05

MOVED BY: R. Darling

SECONDED BY: P. Kehoe

Resolved, That the Board of Directors delegate permit approval and signing authority under Section 28 of the *Conservation Authorities Act* to Juraj Cunderlik, Director, Water Resources Engineering.

“CARRIED”

5. Appointment of PAC Board Representative, Report 3231/22

B07/20/22-06

MOVED BY: C. Rigelhof

SECONDED BY: P. Kehoe

Resolved, That the Board appoint John Karau as Board representative to the Mississippi Watershed Public Advisory Committee.

S. McIntyre presented the Appointment of PAC Board Representative Report 3231/22.

J. Karau reflected on a positive first experience with the Public Advisory Committee (PAC), resulting in an excellent watershed plan. J. Karau noted that the future goals would be to continue focusing on implementing the watershed plan objectives and assisting with challenges such as the recent government regulatory changes. Overall, J. Karau feels it is beneficial to have the watershed PAC in place so the public can be in an ambassador role.

“CARRIED”

6. 2nd Round of Job Evaluation: Results and Financial Implications, Report 3232/22

B07/20/22-07

MOVED BY: J. Atkinson

SECONDED BY: G. Gower

Resolved, That Board of Directors move to in-camera discussion to address personal matters about an identifiable individual, including employees of the Authority.

And further Resolved, That:

Sally McIntyre and Angela Millar remain in the room.

“CARRIED”

B07/20/22-08

MOVED BY:

SECONDED BY:

Resolved, That the Board of Directors move out of in-camera discussion.

“CARRIED”

B07/20/22-09

MOVED BY:

SECONDED BY:

Resolved, That the Board approve:

- a) Reclassification of the Administrative Assistant and Maintenance Technician positions from Level 1 to Level 2 of MVCA’s salary scale.
- b) Reclassification of the Water Resources Engineer job from Level 3 to Level 4.
- c) Pay Level 3 for the Engineer-In-Training job and Level 2 for the Regulations Technician job.
- d) Implementation of salary increases as set out in this report.

“CARRIED”

7. Treasurer Replacement, Report 3233/22

B07/20/22-10

MOVED BY:

SECONDED BY:

Resolved, That Board of Directors move to in-camera discussion to address personal matters about an identifiable individual, including employees of the Authority; and further Resolved, That Sally McIntyre remain in the room.

“CARRIED”

B07/20/22-11

MOVED BY:

SECONDED BY:

Resolved, That the Board of Directors move out of in-camera discussion.

“CARRIED”

8. Update: Program & Services MOUs and CAAs, Report 3234/22

S. McIntyre presented the Program & Services MOUs and CAAs Report 3234/22.

9. General Manager Update Report 3235/22

S. McIntyre presented the General Manager Update Report 3235/22. It was highlighted that T. Vukovic is presently the MVCA Acting Regulations Officer in place of A. Moore (formerly the MVCA Regulations Officer) who accepted a new position with the Township of Rideau Lakes. A. Moore will continue to assist the Planning and Regulations department as a consultant for the remainder of 2022 until a final decision is made.

The MVCA Main Office is currently closed due to a recent COVID-19 outbreak.

Further, the MVCA will be facing constraints for approximately eight weeks due to staff changes previously mentioned. This will affect the planning, regulations and water resource departments. It was said that the member municipalities planning departments have been notified and that the MVCA will be concentrating their efforts in meeting regulatory timelines for planning applications under the Planning Act. The MVCA will also reach out to South Nation and Rideau Valley Conservation Authorities for assistance, if required.

P. Sweetnam requested confirmation that A. Moore will in be invoicing the MVCA for regulation consulting services.

S. McIntyre confirmed A. Moore has signed a consultant agreement with the MVCA.

ADJOURNMENT

The meeting was adjourned at 2:41 pm

B07/20/22-

MOVED BY: G. Gower

SECONDED BY: R. Darling

Resolved, That the Board of Directors meeting be adjourned.

“CARRIED”

“A. Perrin, Recording Secretary

J. Atkinson, Chair”

**COMMITTEE OF ADJUSTMENT
MINUTES**

Monday, September 26th, 2022

5:00 p.m.

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

ATTENDANCE:

Members Present: Chair, Larry Sparks
Peter Siemons

Members Absent: Ron Running

Staff Present: Noelle Reeve, Planner
Garry Welsh, Secretary/Treasurer

Applicant/Agents Present: Candice Joy, Owner

Public Present: None

1. CALL TO ORDER

The Chair called the meeting to order at 5:01 p.m.
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

i) **Committee of Adjustment Meeting – August 22nd, 2022.**

The minutes of the Committee of Adjustment meeting held on August 22nd,
2022, were approved as circulated.

5. INTRODUCTION

The Chair welcomed the attendees and introduced the Committee Members, the Planner and the Secretary/Treasurer and identified the applicants. The Planner then provided an overview of the Minor Variance application review process to be followed, including:

- the mandate and responsibilities of the Committee
- a review of available documentation
- the rules of natural justice, the rights of persons to be heard and to receive related documentation on request and the preservation of persons' rights.
- the flow and timing of documentation and the process that follows this meeting
- all persons attending are encouraged to make comments in order to preserve their right to comment should this application be referred to the Ontario Land Tribunal (OLT).
- any person wanting a copy of the decision regarding this/these application(s) should leave their name and mailing address with the Secretary/Treasurer.

The Chair advised that this Committee of Adjustment is charged with making a decision on the applications tonight during this public meeting. The decision will be based on both the oral and written input received and understandings gained. The four key factors on which decisions are based include:

- Is the application generally in keeping with the intent of the Township's Official Plan?
- Is the application generally in keeping with the intent of the Township's Zoning By-laws?
- Is it desirable and appropriate development and use of the site?
- Is it minor in nature and scope?

Based on the above, the Committee has four decision options:

- Approve – with or without conditions
- Deny – with reasons
- Defer – pending further input
- Return to Township Staff – application deemed not to be minor

The agenda for this meeting included the following application(s) for Minor Variance:

MV22-23 – McKinnon – 703 Black Lake Road, Concession 6, Part Lot 20, geographic Township of North Burgess

6. APPLICATION

i) **FILE #: MV22-23 – McKinnon**

a) PLANNER FILE REVIEW

The Planner reviewed the file and PowerPoint in the agenda package. The Planner also noted that the Rideau Valley Conservation Authority (RVCA) should be consulted for advice on repairing erosion on the road and procedures for protecting the lake and Provincially Significant Wetland (PSW), during the renovation process. In addition, a permit is required from the RVCA for work on the property because the lot is located within the regulated area of a Provincially Significant Wetland.

b) APPLICANT COMMENTS

The applicant confirmed that they have been consulting with others to seek drainage solutions to prevent further erosion on the road.

c) ORAL & WRITTEN SUBMISSIONS

None.

d) DECISION OF COMMITTEE

RESOLUTION #COA-2022-23

MOVED BY: Ron Running

SECONDED BY: Peter Siemons

“THAT, in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, that Minor Variance Application MV22-23 is approved, to allow a variance from the requirements of Section 3.29 (Water setback) of Zoning By-Law 2002-121, for the lands legally described as 703 Black Lake Road, Concession 6, Part Lot 20, in the geographic Township of North Burgess, now known as Tay Valley Township in the County of Lanark – Roll Number 0911-911-020-56800 to permit the construction of a 10.7m² (115 sq ft) addition to the rear of the cottage;

THAT, a Site Plan Control Agreement, including the conditions from the Rideau Valley Conservation Authority, be executed;

AND THAT, it is recognized that this property falls within the regulated area of the North Shore Big Rideau Lake Provincially Significant Wetland, as such, prior written permission is required from the Rideau Valley Conservation Authority for any development within the 120-metre regulatory setback in accordance with the Development, Interference with Wetlands, Alteration to Shoreline and Watercourses regulation made under Section 28 of the Conservation Authorities Act.”

ADOPTED

7. NEW/OTHER BUSINESS

None.

8. ADJOURNMENT

The meeting adjourned at 5:17 p.m.