

COMMITTEE OF THE WHOLE MINUTES

Tuesday, June 20th, 2017

Following Fees and Charges Public Meeting at 6:00 p.m.

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

Council Chambers

ATTENDANCE:

Members Present: Chair, Councillor Mark Burnham
Reeve Keith Kerr
Deputy Reeve Brian Campbell
Councillor RoxAnne Darling
Councillor Greg Hallam
Councillor Judy Farrell
Councillor Jennifer Dickson
Councillor Fred Dobbie

Staff Present: Larry Donaldson, Chief Administrative Officer
Amanda Mabo, Clerk
Noelle Reeve, Planner
Angela Millar, Treasurer (left at 8:10 p.m.)

Regrets: None

1. CALL TO ORDER

The meeting was called to order at 6:31 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The agenda was adopted as presented.

3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

None at this time.

4. APPROVAL OF MINUTES OF PUBLIC MEETINGS

None.

5. DELEGATIONS & PRESENTATIONS

i) Tay Valley History Scholarship.

K. Rogers reviewed the update that was attached to the agenda.

6. PRIORITY ISSUES

i) Report #PD-2017-14 – Final Report on 200th Anniversary and Legacy Projects.

Noelle Reeve, Planner.

K. Rogers gave a presentation on the Legacy Cottages – *attached, page 10.*

Following clarification of grant requirements the recommendation in the report changed to receive the report as information.

Recommendation to Council:

“THAT, Report #PD-2017-14 – Final Report on 200th Anniversary and Legacy Projects be received for information.”

ii) Fees & Charges – Discussion of Public Meeting Comments.

Dog Tags

The Committee discussed the possibility of having dog owners register once and only contact the Township for a replacement tag or if they no longer have the animal. In the meantime the staff recommendation with regards to fees will proceed.

Recommendation to Council:

“THAT, Staff research and bring back a report outlining the legislative requirements regarding dog tags, as well as alternative options for registering dogs for Council’s consideration.”

Cash in lieu of Parkland

The Committee determined that the distinction should remain between rural severances versus waterfront severances as most municipalities charge the legislated 5% in lieu instead of a flat fee. The Committee agreed that the fees should be \$200 and \$400 respectively. The Committee suggested that the fees for cash in lieu of parkland go up in smaller increments on a more frequent basis.

- iii) **Report #CAO-2017-08 - Review of Private Road Grant Program.**
Larry Donaldson, Chief Administrative Officer.

The Chief Administrative Officer gave a presentation – *attached, page 12.*

Wayne Phillips, resident on the Big Rideau North Shore Road (BRNSR) was asked by the BRNSR Association to speak on their behalf:

- the road is unique; it is not like all the other private roads; it is 9 km in length; open ended at both ends; it is not a laneway, there are 70 dwellings on the road and an additional 30 on the private roads that come off of this road
- the Lanark County Maple Routes map shows the road as a township road
- the Rideau Trail runs through and on the road, large groups are accessing the road
- the insurance liability if there is ever an accident on the road, they will sue everyone on the road and also sue the municipality
- would appreciate consideration at a re-look at the recommendations to the last Council
- proposing that a grant only to certain roads be provided (ex. those with established associations, more than 40 dwellings, more than 5 km in length, must have at least 2 exits) that would minimize the Township's involvement, leaving maybe 25 private roads to provide a subsidy to

Recommendation to Council:

“THAT, Report #CAO-2017-08 – Review of Private Road Grant Program be received for information.”

- iv) **Report #FIN-2017-06 – Group Insurance Benefits.**
Angela Millar, Treasurer.

Recommendation to Council:

“THAT, the group insurance benefits coverage be transferred from Sun Life Assurance Company of Canada to Industrial Alliance, effective September 1, 2017.”

- v) **Report #PD-2017-18 – Options for Severances on Farren and Adam Lakes.**
Noelle Reeve, Planner.

Recommendation to Council:

“THAT, that an interagency working group be established to study wording for an Official Plan Amendment to propose an increase in the size of lots that may be severed on Farren and Adam Lakes as well as other water quality protective measures;

THAT, staff amend the Zoning By-Law at the same time as the Official Plan Amendments;

AND THAT, an Interim Control By-Law to freeze lot creation on Farren and Adam Lakes be brought forward until the Official Plan and Zoning By-Law Amendments can be made.”

The Committee recessed at 8:10 p.m.

The Treasurer left at 8:10 p.m.

The Committee returned to open session at 8:22 p.m.

- vi) **Report #PD-2017-15 – 2016 Census Update.**
Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, the relevant information in Report #PD-2017-15 – 2016 Census Update be used in economic development and community planning.”

- vii) **Report #PD-2017-16 – General Amendments to the Comprehensive Zoning By-Law Flood Plain Along 511.**
Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, the amendments to Zoning By-Law 02-121 as outlined in Report #PD-2017- 16 - General Amendments to the Comprehensive Zoning By-Law - Flood Plain along 511, be approved;

AND THAT, the necessary By-Law be brought to Council at a future meeting.”

- viii) **Report #PD-2017-17 – Age Friendly Transportation Pilot.**
Noelle Reeve, Planner.

After speaking with other municipalities at the Eastern Ontario Age Friendly Communities Conference and with the County Transportation Master Plan Consultant it is clear that a transportation pilot will require more research before being undertaken, therefore the report is being recommended to be received as information.

Recommendation to Council:

“**THAT**, Report #PD-2017-17 – Age Friendly Transportation Pilot be received for information.”

- ix) **Report #CBO-2017-04 - Building Department Report – January to May 2017.**
Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, Report #CBO-2017-04– Building Department Report – January to May 2017 be received as information.”

- x) **Public Information Centre - Highway 7 Improvements in Perth.**
Larry Donaldson, Chief Administrative Officer.

Council Members were asked to bring forward any comment to the Chief Administrative Officer.

- xi) **Corporate Administrative Assistant Position.**
Amanda Mabo, Clerk.

The Clerk informed the Committee that the position was posted internally with no applicants and therefore the position will be posted externally as of tomorrow.

The Committee discussed whether or not the position was required. Some Members of Council felt that the Township is over staffed as Lanark Highlands and Drummond North Elmsley have less staff and therefore there is capacity in some positions since those other municipalities seem to meeting legislative requirements with fewer staff.

The Chief Administrative Officer and Clerk informed the Committee that there are many factors to consider when looking at staffing levels, including services that a municipality offers and the level of service set by Council. The current vacancy is as a result of a contract staff member leaving the employment of the Township and the position needs to be filled until the end of August when the permanent incumbent returns to that position.

As previously requested by Council, the Clerk will be bringing a subsequent report back to Council in August regarding staffing requirements in the Clerk's Department.

7. CORRESPONDENCE

- i) **17-06-16 Council Communication Package.**

Recommendation to Council:

"THAT, the 17-06-16 Council Communication Package be received for information."

- ii) **Municipality of Brockton - Resolution – Oppose Amendment to Conservation Authority Act.**
Councillor Mark Burnham.

Councillor M. Burnham will bring back a suggested resolution in August.

8. UPDATES

- i) **Age Friendly Working Group – *deferred to the next meeting.***
Councillor Judy Farrell.

- ii) **Canada 150 Working Group.**
Deputy Reeve Brian Campbell and Councillor Jennifer Dickson.
 - minutes from the last meeting were attached to the agenda
- iii) **Recreation Working Group – *deferred to the next meeting.***
Councillor Fred Dobbie and Councillor Judy Farrell.
- iv) **Economic Development Working Group.**
Councillor RoxAnne Darling and Councillor Jennifer Dickson.
 - minutes from the last meeting were attached to the agenda
- v) **Waste Management Working Group.**
Councillor Mark Burnham.
 - minutes from the last meeting were attached to the agenda
- vi) **Fire Board – *deferred to the next meeting.***
Reeve Keith Kerr, Councillor RoxAnne Darling and Councillor Fred Dobbie.
- vii) **Library Board – *deferred to the next meeting.***
Councillor Jennifer Dickson.
- viii) **Police Services Board – *deferred to the next meeting.***
Deputy Reeve Brian Campbell.
- ix) **County of Lanark.**
Reeve Keith Kerr and Deputy Reeve Brian Campbell.

No report.
- x) **Lanark County Municipal Trails Corporation**
Deputy Reeve Brian Campbell.
 - have a tentative date for the opening of the Trail Head at OMYA on September 6th
 - also the grand opening of the Tay River Pathway will be on the same day
- xi) **Mississippi Valley Conservation Authority Board – *deferred to the next meeting.***
Councillor Mark Burnham.
- xii) **Rideau Valley Conservation Authority Board – *deferred to the next meeting.***
Deputy Reeve Brian Campbell.

- xiii) **Rideau Corridor Landscape Strategy.**
Deputy Reeve Brian Campbell.

No report.

- xiv) **Municipal Drug Strategy Committee.**
Councillor Mark Burnham.

No report.

- xv) **Rural Mayors Forum.**
Deputy Reeve Brian Campbell.

- minutes from the last meeting were attached to the agenda

- xvi) **CAO – Active Files.**
Larry Donaldson, Chief Administrative Officer.

Flooding

- the CAO and Fire Chief will be taking staff and a claims adjuster from the Ministry of Municipal Affairs on a tour of the most impacted properties

Public Information Session – Waste & Recycling Collection

- reminder it is this Saturday at 9:30 a.m.

County Planner's Retirement

- the Reeve will send a letter on behalf of Council congratulating Mary Kirkham on her retirement

9. CLOSED SESSION

None.

10. PENDING ITEMS

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

- ***Social Media Policy***
- ***Potential Microfit for Municipal Office***
- ***Memorial Plaque Project***
- ***Mining Fee Policy (Peat Moss Extraction)***
- ***Dark Skies***
- ***Lanark Animal Pound***

- ***Glen Tay Waste Site – Weigh Scales***
- ***Access to Township Roads Policy***
- ***Economic Development Report***
- ***Zoning Amendment – General Modifications – Tiny Houses***
- ***Zoning Amendment – General Modifications – Sleep Cabins***
- ***Zoning Amendment – General Modifications – PSW Wetlands***
- ***Zoning Amendment – General Modifications – Homebased Business Size***
- ***Lanark County Neighbours for Truth and Reconciliation***
- ***Mutton's Road (issues from Public Meeting)***
- ***Waste Sites - Installation of Camera's & Policy***
- ***Northland Solar Agreement - Outstanding Items***
- ***Pavement Preservation/Pavement Lifecycle Comparison/Paving Shoulders***
- ***Procedural By-Law Brainstorming Session***
- ***Private Roads that Cross Unopened Road Allowances***
- ***Norris Road***

11. ADJOURNMENT

The Committee adjourned at 9:23 p.m.


Chairperson


Clerk

PRIORITY ISSUES

Legacy Cottage Program Update



Media Coverage

Press

- EMC Perth Courier
 - Frontenac News
 - Lanark Era
 - The Humm
 - Westport Review Mirror
- ... all with image*

Radio

- Lake 88, Perth
- Arnprior, 107.8
- Valley Heritage 98.7, Renfrew

Plus

- Many lake association
- websites
 - newsletters
 - emails

93 of 180 Applications in Tay Valley

Lake	Number	Oldest
Adam	6	76
Bennett	12	114
Black	7	139
Bob	5	100
Christie	17	119
Clear	1	53
Davern	1	52
Farren	7	58
Long	4	75
Otty	20	91
Pike	11	127
Rideau	7	82
Silver	1	78

Next Steps

- Reeve & /or warden to present plaques at lake association AGMs & other events over the summer
- Media release & Lake 88 interview re popularity of program this summer
- Presentation of plaques to late applicants in September
- Report in October

Review of Private Road Grant Program

Tay Valley Township



Review of Private Road Grant Program

- May 2016, Council asked staff to prepare a report on private road grants including researching the previous reports on the subject.
- Committee struck in 2006 to evaluate the idea and make recommendations to Council.
- Detailed review in the 2006-2007 period, including public meeting and survey.



Review of Private Road Grant Program

- Committee made three recommendations
 - 1. Establish a a \$40,000 grant for private roads;
 - 2. Consider a reduction in standards for the assumption of private roads;
 - 3. Explore compensation for damage to private roads caused by contractors.



Tay Valley Township

Review of Private Road Grant Program

- Council did not approve any of the above three recommendations and therefore no policy was adopted to begin a grant for private roads, the policy for the assumption of private roads stayed the same and a policy dealing with compensation for damage to private roads was not adopted.
- The situation has remained ever since



Tay Valley Township

Review of Private Road Grant Program

- **Question:** What, if anything is different today than when last reviewed ten years ago?
- **Answer:** Not much is different. In fact the issues are still relevant issues today as a result there is no compelling reason for the Township to change its position at this time.



Review of Private Road Grant Program

- There are municipalities (Beckwith Township is the only one in Lanark County) that do provide grants for private roads with most outlining the reasons as follows:
 - Improved access for emergency vehicles
 - An economic development initiative
 - Increased recognition of the taxes generated from properties in private roads – most of which are waterfront.



➤ **Conclusion:** Based on the review, staff is recommending no change to existing policy.



A map of the study area showing the location of Upper Rideau Lake and the surrounding roads and features. The map includes labels for Merkleby Rd, Narrow's Look Rd, Miner's Point Rd, Miner's Point Route A, Miner's Point, Merkleby Ln, Mob Pt, Big Rideau North Shore Rd, Big Rideau, Cooper Dr, Rabbit Run, Big Rideau South Shore Rd, Lottier Ln, Tracy's Pt, and Upper Rideau Lake. The map also shows a grid of dashed lines representing a survey or planning grid.

