



COUNCIL MEETING AGENDA

Tuesday, May 25th, 2021
5:30 p.m.
Via GoToMeeting

GoToMeeting: <https://global.gotomeeting.com/join/312525829>

Members of the Public:

Meetings will now be held using GotoMeeting - Video Conferencing. By clicking the link above (allow extra time for downloading the program if it is the first time you have used GoToMeeting on your device), you will be able to see the agenda, see Members of Council and hear the proceedings of the meeting. Please ensure the volume on your device is **on** and **turned up** to hear the meeting. The Public is asked to ensure that their mic and camera buttons are off for the entire meeting.

Video Conference Participation Etiquette

- a meeting via video conference shall never be treated differently than a meeting in person, whereby all attendees shall abide by proper meeting procedure and etiquette;
 - we ask that all public attendees mute their cameras and mics; doing so will eliminate any background noise and create a much more seamless process (for Members only - if/when you wish to speak during the meeting, you will simply unmute your mic and upon completion of your thought, please re-mute)
 - the Chair will call the meeting to order at the time indicated on the agenda;
 - roll call will be completed visually by the Chair;
 - the Chair will then remind all attendees to place their devices on mute
 - as the Chair moves through the agenda, he will call on the appropriate staff person to speak to their reports;
 - we request that you retain your questions until the end of the report, at which time the Chair will ask if anyone has questions;
 - just as during an in-person meeting, members will be required to raise their hand and the Chair will call on you to speak;
 - when the Chair calls a vote, you will raise your hand for the vote in favour and then in opposition, if necessary.
-

5:30 p.m. Council Meeting

Chair, Reeve Brian Campbell

1. CALL TO ORDER

- i) Roll Call

2. AMENDMENTS/APPROVAL OF AGENDA

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

4. APPROVAL OF MINUTES

- i) **Council Meeting – April 27th, 2021 – attached, page 9.**

*Suggested Motion by Councillor Fred Dobbie/Deputy Reeve Barrie Crampton:
“THAT, the minutes of the Council Meeting held on April 27th, 2021, be approved as circulated.”*

- ii) **“Special” Council Meeting – April 29th, 2021 – attached, page 22.**

*Suggested Motion by Deputy Reeve Barrie Crampton/Councillor Gene Richardson:
“THAT, the minutes of the “Special” Council Meeting held on April 29th, 2021, be approved as circulated.”*

- iii) **Committee of the Whole Meeting – May 11th, 2021 – attached, page 25.**

*Suggested Motion by Councillor Gene Richardson/ Beverley Phillips:
“THAT, the minutes of the Committee of the Whole Meeting held on May 11th, 2021, be approved as circulated.”*

- iv) **“Special” Council Meeting – May 18th, 2021 – attached, page 33.**

*Suggested Motion by Councillor Beverley Phillips/ Rob Rainer:
“THAT, the minutes of the “Special” Council Meeting held on May 18th, 2021, be approved as circulated.”*

5. DELEGATIONS & PRESENTATIONS

None.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #PD-2021-21 – Preliminary Topic and Timeline for the Official Plan Update.**

Suggested Motion by Councillor Rob Rainer/RoxAnne Darling:

“THAT, Staff proceed with the proposed timeline for the Official Plan update as outlined in Report #PD-2021-21 – Preliminary Topics and Timeline for the Official Plan Update, on the topics approved by Council, and circulate the Notice of the Tay Valley Township Official Plan Review and Update to the public, community, and business groups by posting in the paper, on the website and on Facebook.”

- ii) **Report #C-2021-16 – Request to Assume a Portion of an Unopened Road Allowance (Murphy/Vacheresse).**

Suggested Motion by Councillor RoxAnne Darling/Mick Wicklum:

“THAT, the property owner enter into the necessary agreement with the Township in order to bring the portion of the unopened road allowance up to a minimum standard in order that the Township can assume the road as part of the road system as outlined in Report #C-2021-16 – Request to Assume a Portion of an Unopened Road Allowance (Murphy/Vacheresse);

THAT, the Reeve and Clerk be authorized to sign the agreement;

AND THAT, the cost associated with bringing the portion of the unopened road allowance to a minimum standard be at the Applicants’ expense.”

- iii) **Report #PD-2021-22 - Severance Application – McGlade.**

Suggested Motion by Councillor Mick Wicklum/ Fred Dobbie:

“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for McGlade B21/036 (Concession 9, Part Lot 20, geographic Township of North Burgess), roll# 0911911020313040, 2640 Narrows Lock Road, for a new lot, be approved subject to the following conditions:

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

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

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

That, the applicant shall obtain a Civic Address Number for the severed land;

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

iv) **Report #FIN-2021-12 – 2020 Year End Surplus and Winter Control Reserve.**

*Suggested Motion by Councillor Fred Dobbie/Deputy Reeve Barrie Crampton:
“THAT, Report #FIN-2021-12 – 2020 Year End Surplus and Winter Control Reserve Report be received as information;*

THAT, a Winter Control Reserve be established;

AND THAT, \$62,500 be transferred from the Contingency Reserve to the Winter Control Reserve.”

v) **Report #PW-2021-15 – Engineering Services for the Second Line Bridge – RFP Award.**

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

“THAT, the Engineering Services for the Second Line Bridge, #2021-PW-006, be awarded to DM Wills Associates Ltd.;

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

vi) **Report #C-2021-18 – Lanark County Climate Action Committee – Appointment.**

*Suggested Motion by Councillor Gene Richardson/ Beverley Phillips:
“THAT, Bob Argue be appointed to the Lanark County Climate Action Committee.”*

vii) **2019 & 2020 Annual Police Services Board Report.**

Suggested Motion by Councillor Beverley Phillips/Rob Rainer:

“THAT, the 2019 & 2020 Annual Police Services Board Report be received as information.”

viii) **Report #CBO-2021-04 - Building Department Report – January to April 2021.**

Suggested Motion by Councillor Rob Rainer/RoxAnne Darling:

“THAT, Report #CBO-2021-04– Building Department Report – January to April 2021 be received as information.”

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

*Suggested Motion by Councillor RoxAnne Darling/Mick Wicklum:
“THAT, the 21-04-22 and 21-05-05 Council Communication Packages be received for information.”*

- x) **2021 Census.**

*Suggested Motion by Councillor Mick Wicklum/Councillor Fred Dobbie:
“THAT, the 2021 Census information be received for information.”*

8. BY-LAWS

- i) **By-Law No. 2021-027 – Access to Township Roads Policy – attached, page 39.**

*Suggested Motion by Councillor Fred Dobbie/Deputy Reeve Barrie Crampton:
“THAT, By-Law No. 2021-027, being a by-law to adopt an Access to Township Roads Policy, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”*

- ii) **By-Law No. 2021-028: Road Naming – Hilary Way – attached, page 67.**

*Suggested Motion by Deputy Reeve Barrie Crampton/Councillor Gene Richardson:
“THAT, By-Law No. 2021-028, being a by-law to amend By-Law No. 98-87 being a Road Naming By-Law (Hilary Way), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”*

- iii) **By-Law No. 2021-029: Zoning By-Law Amendment – Jones – attached, page 71.**

*Suggested Motion by Councillor Gene Richardson/Beverley Phillips:
“THAT, By-Law No. 2021-029, being a by-law to Amend Zoning By-Law No. 2002-121 (433 Colin Farmer Road, Part Lot 2, Concession 7, geographic Township of North Burgess), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”*

- iv) **By-Law No. 2021-030: Zoning By-Law Amendment – Marsh – attached, page 74.**

*Suggested Motion by Councillor Beverley Phillips/Rob Rainer:
“THAT, By-Law No. 2021-030, being a by-law to Amend Zoning By-Law No. 2002-121 (607 Black Lake Road, Part Lot 19, Concession 6, geographic Township of North Burgess), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”*

9. NEW/OTHER BUSINESS

- i) **Report #PW-2021-05-17 – Facilities Lawn Maintenance Services – *report to be distributed at the meeting.***

*Suggested Motion by Councillor Rob Rainer/RoxAnne Darling:
“THAT, the Facility and Lawn Maintenance Services, #2021-PW-009, be awarded _____;*

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

- xi) **Police Services Board Models.**
Reeve Brian Campbell.

*Suggested Motion by Councillor RoxAnne Darling/Mick Wicklum:
“WHEREAS, the Joint Lanark County Association of Police Services Boards recommends to the Council of each Lanark County OPP policed community the following composition for the Lanark County Detachment:*

***THAT,** there be one (1) Lanark County Detachment Board comprised of 16 members consisting of eight (8) Council Members (one per OPP policed community) and eight (8) Community Members (one per OPP policed community) of which the Detachment Board would recommend that the Province appoint four (4) provincial appointees from the eight (8) community members;*

***AND THAT,** should the Ministry decide not to choose the four (4) provincial appointees from the eight (8) community representatives, the Lanark County Detachment Board would be comprised of 20 members consisting of eight (8) Council Members (one per OPP policed community), eight (8) Community Members (one per OPP policed community) and four (4) provincial appointees.”*

10. CALENDARING

Meeting	Date	Time	Location
Police Services Board Meeting	May 25 th	2:00 p.m.	Council Chambers
Council Meeting	May 25 th	5:30 p.m.	Video Conference
Rideau Valley Conservation Authority Board Meeting	May 27 th	6:30 p.m.	Video Conference
Committee of the Whole Meeting	June 1 st	5:30 p.m.	Video Conference
History Scholarship Selection Committee Meeting	June 3 rd	9:00 a.m.	Council Chambers
Public Meeting – Zoning By-Law Amendment	June 8 th	5:30 p.m.	Video Conference
Green Energy & Climate Change Working Group Meeting	June 11 th	10:00 a.m.	Video Conference
“Special” Council Meeting	June 15 th	6:00 p.m.	BBD&E Fire Hall
Ontario Association of Police Services Board Zone 2 Meeting	June 18 th	9:00 a.m.	Ottawa Police Service Board
Library Board Meeting	June 21 st	5:30 p.m.	Video Conference
Council Meeting	June 22 nd	5:30 p.m.	Video Conference

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2021-031 - Confirmation By-Law – April 29th and May 4th, 18th and 25th, 2021 – attached, page 77.**

Suggested Motion by Councillor Mick Wicklum/Fred Dobbie:

“THAT, By-Law No. 2021-031, being a by-law to confirm the proceedings of the Council meetings held on April 8th and 27th, 2021, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

13. ADJOURNMENT

MINUTES

COUNCIL MEETING MINUTES

Tuesday, April 27th, 2021
5:30 p.m.
GoToMeeting

ATTENDANCE:

Members Present: Chair, Reeve Brian Campbell
Deputy Reeve Barrie Crampton
Councillor Fred Dobbie
Councillor Rob Rainer
Councillor Beverley Phillips
Councillor Mick Wicklum
Councillor RoxAnne Darling
Councillor Gene Richardson (left at 6:04 p.m. and returned at 6:53 p.m.)

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

Regrets: None

1. CALL TO ORDER

The meeting was called to order at 5:31 p.m.
The Reeve conducted Roll Call.
A quorum was present.

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

2. AMENDMENTS/APPROVAL OF AGENDA

i) Under Motions: Item 7xiii) COVID-19 & Randy Hillier, MPP was moved to 7i)

The Agenda was adopted as amended.

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

None at this time.

4. APPROVAL OF MINUTES

i) **Council Meeting – March 23rd, 2021.**

RESOLUTION #C-2021-04-08

MOVED BY: Rob Rainer

SECONDED BY: RoxAnne Darling

“**THAT**, the minutes of the Council Meeting held on March 23rd, 2021, be approved as circulated.”

ADOPTED

ii) **Committee of the Whole Meeting – April 6th, 2021.**

RESOLUTION #C-2021-04-09

MOVED BY: RoxAnne Darling

SECONDED BY: Mick Wicklum

“**THAT**, the minutes of the Committee of the Whole Meeting held on April 6th, 2021, be approved as circulated.”

ADOPTED

iii) **“Special” Council Meeting – April 8th, 2021.**

RESOLUTION #C-2021-04-10

MOVED BY: Mick Wicklum

SECONDED BY: Fred Dobbie

“**THAT**, the minutes of the “Special” Council Meeting held on April 8th, 2021, be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

i) **2020 Audited Financial Statements.**

Howard Allan & Serena Deschamps, Allan and Partners, LLP

S. Deschamps presented the 2020 Audited Financial Statements that were attached to the agenda.

S. Deschamps will clarify the increase in commercial assessment and will advise the Acting CAO/Clerk.

RESOLUTION #C-2021-04-11

MOVED BY: Fred Dobbie

SECONDED BY: Barrie Crampton

“**THAT**, the Council of Tay Valley Township adopt the 2020 Audited Financial Statements as presented.”

(SEE RESOLUTION #C-2021-04-12)

RESOLUTION #C-2021-04-12

MOVED BY: Rob Rainer

SECONDED BY: Beverley Phillips

“**THAT**, Resolution #C-2021-04-11 be deferred until the Fire Board adopts their 2020 Financial Statements as they will be included in the Township’s 2020 Financial Statements.”

ADOPTED

RESOLUTION #C-2021-04-11

MOVED BY: Fred Dobbie

SECONDED BY: Barrie Crampton

“**THAT**, the Council of Tay Valley Township adopt the 2020 Audited Financial Statements as presented.”

DEFERRED

6. CORRESPONDENCE

None.

7. MOTIONS

i) COVID-19 & Randy Hillier, MPP.

Council does not agree with Mr. Hillier’s actions or behaviour. Some Members support the resolution and believe the Township has the right and obligation to protect staff and stand behind the public health guideline precautions that everyone is being asked to adhere to and some Members do not support the resolution and feel it is not Council’s mandate to denounce a public figure and while they may not agree with the actions or opinion, they feel everyone is entitled to have one.

Councillor Rainer made a correction to the information he provided at the April 6th Committee of the Whole meeting, the information stated that Mr. Hillier was facing criminal charges and it should have said he was facing civil charges.

Councillor Richardson left at 6:04 p.m.

RESOLUTION #C-2021-04-13

MOVED BY: Rob Rainer
SECONDED BY: Fred Dobbie

“**THAT**, Council inform the Premier of Ontario and the Ontario Legislature that the conduct of Lanark-Frontenac-Kingston, MPP Randy Hillier, with respect to the COVID-19 pandemic, is in no way condoned or supported by the Council of Tay Valley Township;

AND THAT, this resolution be forwarded to Mr. Hillier and to all other municipalities within the Lanark-Frontenac-Kingston riding;

AND THAT, it be posted on the TVT website and Facebook page.”
(SEE RECORDED VOTE)

Councillor Beverley Phillips called a recorded vote on Resolution #C-2021-04-13:

For:	Reeve Brian Campbell	1
	Deputy Reeve Barrie Crampton	1
	Councillor RoxAnne Darling	1
	Councillor Fred Dobbie	1
	Councillor Rob Rainer	$\frac{1}{5}$
		5
Against:	Councillor Beverley Philips	1
	Councillor Mick Wicklum	$\frac{1}{2}$
		2
Absent:	Councillor Gene Richardson	$\frac{1}{1}$
		1
Total:		8

ADOPTED

ii) **Report #PD-2021-13 - Severance Application – Kerr.**

RESOLUTION #C-2021-04-14

MOVED BY: Barrie Crampton
SECONDED BY: Rob Rainer

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for KERR B21/11 (Concession 10, Part Lot 22, geographic Township of Bathurst), 487 Mackay Line Road, for a new residential lot, be approved subject to the following conditions:

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

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

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

That, the applicant shall obtain a Civic Address Number for the severed land;

That, the applicant shall obtain an entrance for the severed land;

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

That, sufficient lands shall be dedicated to the Township along the frontage of the lot to be severed and the lot to be retained in order to meet the Township's road widening requirements at no cost to the Township, if required. These requirements may also include, sight triangles on parcels adjacent to existing public or private roads, as well as the dedication of a 0.3 metre reserve along the frontage of the severed and/or retained parcel."

ADOPTED

iii) **Report #PD-2021-14 - Severance Application – Scheuneman.**

RESOLUTION #C-2021-04-15

MOVED BY: RoxAnne Darling

SECONDED BY: Beverley Phillips

“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for SCHEUNEMAN B21/001 (Concession 6, Part Lots 2&3, geographic Township of Bathurst), 1776 Old Brooke Road, for a new lot, be approved subject to the following conditions:

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

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

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

That, the property be rezoned to Residential-Exception to reflect its size and to include the requirement for a 15m setback from the top of a steep slope;

That, the applicant shall obtain a Civic Address Number for the severed land;

That, the applicant shall obtain an entrance for the severed land;

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

That, sufficient lands shall be dedicated to the Township along the frontage of the lot to be severed and the lot to be retained in order to meet the Township's road widening requirements at no cost to the Township, if required. These requirements may also include, sight triangles on parcels adjacent to existing public or private roads, as well as the dedication of a 0.3 metre reserve along the frontage of the severed and/or retained parcel."

ADOPTED

- iv) **Report #FIN-2021-10 – Covid Funding Update.**

RESOLUTION #C-2021-04-16

MOVED BY: Beverley Phillips

SECONDED BY: Rob Rainer

"**THAT**, Report #FIN-2021-10 – COVID Funding Update, be received for information."

ADOPTED

- v) **Report #PW-2021-12 – Microsurfacing of Allan's Side Road - Tender Award.**

RESOLUTION #C-2021-04-17

MOVED BY: Rob Rainer

SECONDED BY: RoxAnne Darling

"**THAT**, Schedule 'F' – Allan's Side Road of Lanark County Tender #PW-C-09-2021-21-E0 – Microsurfacing be awarded to Miller Paving Limited in the amount of \$74,135.00 plus H.S.T. and funded from The Road Infrastructure Reserve;

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

ADOPTED

- vi) **Report #PW-2021-13 – Supply and Delivery of Bulk Course Highway Salt - Tender Award.**

RESOLUTION #C-2021-04-18

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“**THAT**, Lanark County Tender PW-M-36-2021-24-E2 – Supply and Delivery of Bulk Course Highway Salt – Schedule “B” be awarded to Cargill Salt, Road Safety, A Division of Cargill Limited;

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

ADOPTED

- vii) **Report #C-2021-12 – Noise By-Law.**

Council discussed what the by-law needs to address. Some members do not support a noise by-law of any kind and some want one to deal with frequent late night party noise only.

RESOLUTION #C-2021-04-19

MOVED BY: Mick Wicklum
SECONDED BY: Fred Dobbie

“**THAT**, staff be directed to proceed with Option #2, whereby staff will send Council the draft Noise By-Law, along with the by-laws from the other municipalities, for Members to review and provide feedback to staff.”

WITHDRAWN

RESOLUTION #C-2021-04-20

MOVED BY: Mick Wicklum
SECONDED BY: Rob Rainer

“**THAT**, staff be directed to proceed with drafting a narrowly focused noise by-law concentrating on late night party noise for Councils review.”

(SEE RECORDED VOTE)

Councillor RoxAnne Darling called a recorded vote on Resolution #C-2021-04-20:

For:	Reeve Brian Campbell	1
	Deputy Reeve Barrie Crampton	1
	Councillor Beverley Philips	1
	Councillor Rob Rainer	1
	Councillor Mick Wicklum	<u>1</u>
		5
Against:	Councillor RoxAnne Darling	1

	Councillor Fred Dobbie	$\frac{1}{2}$
Absent:	Councillor Gene Richardson	$\frac{1}{1}$
Total:		8

ADOPTED

viii) **Report #C-2021-13 – Draft Council Composition Survey Questions.**

RESOLUTION #C-2021-04-21

MOVED BY: Fred Dobbie
SECONDED BY: Barrie Crampton

“**THAT**, staff proceed with the Council Composition Survey as outlined in Report #C-2021-13 – DRAFT Council Composition Survey Questions.”

(SEE RECORDED VOTE)

Councillor Rob Rainer called a recorded vote on Resolution #C-2021-04-21:

For:	Reeve Brian Campbell	1
	Deputy Reeve Barrie Crampton	1
	Councillor RoxAnne Darling	1
	Councillor Beverley Phillips	1
	Councillor Mick Wicklum	$\frac{1}{5}$
Against:	Councillor Fred Dobbie	1
	Councillor Rob Rainer	$\frac{1}{2}$
Absent:	Councillor Gene Richardson	$\frac{1}{1}$
Total:		8

ADOPTED

ix) **Report #C-2021-14 – Maberly Park Naming.**

RESOLUTION #C-2021-04-22

MOVED BY: Barrie Crampton
SECONDED BY: RoxAnne Darling

“**THAT**, the new park located in Maberly on the unopened road allowance on the Fall River, across from Cohen Way, be named Maberly Community Park.”

(SEE RESOLUTION #C-2021-04-23)

Deputy Reeve Crampton suggested an amendment to the name of the park to be Maberly's Fall River Park based on the County Tourism funding incentive, other funding opportunities and the area's tourism attributes. The park's location offers water access for canoe and kayak upstream to the headwaters of the Fall River. Along this route it intersects with a bridge on the Tay Havelock trail. The trail is accessible with parking on the Armstrong Road. Near the location of the bridge is a nationally advertised Cabin Scape rental cabin.

Downstream from the proposed park the river cuts through the terrain in a deep accessible gorge with remnants of the mills of the past. This gorge is located close to the Maberly Elphin Road immediately behind the unopen Fall River Café and adjacent straw bale coffee shop on Highway #7. In this gorge is another of the Cabin Scape rental cabins. This area is the location of the yearly Sundance Artisan Festival.

With the Cohen Connection and a fund-raised plaque acknowledging the early Jewish families on site there is the opportunity for a large display panel to highlight area history. Nearby is the Maberly Community Hall with its opportunities to host music and cultural events. Down the road is the Agricultural Grounds home to the yearly Maberly Fair.

With this background the Deputy Reeve asked Council to discuss and consider a more inviting and tourism relevant name for the park.

Council discussed a few variations of the park name and agreed to the amendment without the apostrophe.

RESOLUTION #C-2021-04-23

MOVED BY: Barrie Crampton

SECONDED BY: RoxAnne Darling

“THAT, Resolution #C-2021-04-22 be amended by replacing “Maberly Community Park” with “Maberly Fall River Park”.”

ADOPTED

RESOLUTION #C-2021-04-22

MOVED BY: Barrie Crampton

SECONDED BY: RoxAnne Darling

“THAT, the new park located in Maberly on the unopened road allowance on the Fall River, across from Cohen Way, be named Maberly Fall River Park.”

ADOPTED

- x) **Report #CBO-2021-03 - Building Department Report – January to March 2021.**

RESOLUTION #C-2021-04-24

MOVED BY: RoxAnne Darling
SECONDED BY: Beverley Phillips

“**THAT**, Report #CBO-2021-03– Building Department Report – January to March 2021 be received as information.”

ADOPTED

- xi) **Integrity Commissioner Services Annual Report – 2020.**

RESOLUTION #C-2021-04-25

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, the Integrity Commissioner Service Annual Report – 2020 be received for information.”

ADOPTED

- xii) **Smoking on Municipal Property.**

Councillor Richardson arrived at 6:53 p.m.

RESOLUTION #C-2021-04-26

MOVED BY: Rob Rainer
SECONDED BY: RoxAnne Darling

“**THAT**, staff research and draft a no smoking on municipal property by-law for Council’s review.”

ADOPTED

- xiii) **21-03-11, 21-03-24 and 21-03-31 – Council Communication Packages.**

RESOLUTION #C-2021-04-27

MOVED BY: RoxAnne Darling
SECONDED BY: Mick Wicklum

“**THAT**, the 21-03-11, 21-03-24 and 21-03-31 Council Communication Packages be received for information.”

ADOPTED

8. BY-LAWS

- i) **By-Law No. 2021-022: Zoning By-Law Amendment – Viau/Harper.**

RESOLUTION #C-2021-04-28

MOVED BY: Fred Dobbie
SECONDED BY: Barrie Crampton

“**THAT**, By-Law No. 2021-022, being a by-law to Amend Zoning By-Law No. 2002-121 (128 Black Lake Route 7A, Lot 23, Concession 6, geographic Township of North Burgess), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- ii) **By-Law No. 2021-023: Zoning By-Law Amendment – Taggart.**

RESOLUTION #C-2021-04-29

MOVED BY: Barrie Crampton
SECONDED BY: Gene Richardson

“**THAT**, By-Law No. 2021-023, being a by-law to Amend Zoning By-Law No. 2002-121 (825 White Arrow Drive, Lot 3, Concession 5, geographic Township of North Burgess), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- iii) **By-Law No. 2021-024: 2021 Tax Rates.**

- a) **Report #FIN-2021-014 – 2021 Tax Rates.**

RESOLUTION #C-2021-04-30

MOVED BY: Gene Richardson
SECONDED BY: Beverley Phillips

“**THAT**, Report #FIN-2021-14 – 2021 Tax Rates, be received for information.”

ADOPTED

RESOLUTION #C-2021-04-31

MOVED BY: Beverley Phillips
SECONDED BY: Rob Rainer

“**THAT**, By-Law No. 2021-024, being a by-law to Set the Tax Rates for the Year 2021, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

iv) **By-Law No. 2021-025: Vacant Unit Rebate Program.**

RESOLUTION #C-2021-04-32

MOVED BY: Rob Rainer

SECONDED BY: RoxAnne Darling

“**THAT**, By-Law No. 2021-025, being a by-law to Repeal the Vacant Unit Rebate Program, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

Council recessed at 7:02 p.m.

Council returned to session at 7:05 p.m.

9. NEW/OTHER BUSINESS

i) **Report #PD-2021-17 – Inclusive Communities Grant – RFP Award.**

RESOLUTION #C-2021-04-33

MOVED BY: RoxAnne Darling

SECONDED BY: Mick Wicklum

“**THAT**, the Inclusive Communities Project be awarded to Rural Development Network;

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

ADOPTED

ii) **Report #PW-2021-14 – Parks and Facilities Maintenance.**

RESOLUTION #C-2021-04-34

MOVED BY: Mick Wicklum

SECONDED BY: Fred Dobbie

“**THAT**, staff obtain quotations for the maintenance of parks and facility grounds for the 2021 season with a report to be brought back to the May Committee of the Whole meeting.”

ADOPTED

8. CALENDARING

Meeting	Date	Time	Location
Farren Lake Association Meeting	April 28 th	7:30 p.m.	Virtual
“Special” Council Meeting	April 29 th	5:30 p.m.	Video Conference
Police Services Board Meeting	May 11 th	2:00 p.m.	Council Chambers
Public Meeting – Zoning By-Law Amendment	May 11 th	5:30 p.m.	Video Conference
Committee of the Whole Meeting	May 11 th	Following	Video Conference
Green Energy and Climate Change Meeting	May 14 th	10:00 a.m.	Conference Call
Library Board Meeting	May 17 th	5:30 p.m.	Video Conference
Council Meeting	May 25 th	5:30 p.m.	Video Conference

9. CLOSED SESSIONS

None.

10. CONFIRMATION BY-LAW

- i) **By-Law No. 2021-026 - Confirmation By-Law – April 8th and 27th, 2021.**

RESOLUTION #C-2021-04-35

MOVED BY: Fred Dobbie

SECONDED BY: Barrie Crampton

“**THAT**, By-Law No. 2021-026, being a by-law to confirm the proceedings of the Council meetings held on April 8th and 27th, 2021, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

13. ADJOURNMENT

Council adjourned at 7:20 p.m.

“SPECIAL” COUNCIL MEETING MINUTES

Tuesday, May 4th, 2021

6:00 p.m.

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

Council Chambers/Conference Call

ATTENDANCE:

Members Present: Chair, Reeve Brian Campbell
Deputy Reeve Barrie Crampton
Councillor Rob Rainer
Councillor RoxAnne Darling (left at 6:59 p.m.)
Councillor Gene Richardson
Councillor Mick Wicklum

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

Regrets: Councillor Beverley Phillips
Councillor Fred Dobbie

1. CALL TO ORDER

The meeting was called to order at 6:01 p.m.
The Reeve conducted Roll Call.
A quorum was present.

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

Councillor R. Darling declared a pecuniary interest on item 3 iii) as she is employed by Evergreen Concepts and one of the properties to be discussed is owned by an Evergreen Client.

3. CLOSED SESSIONS

- i) **CONFIDENTIAL: Potential Litigation – Anglican Church Road – Concession 5, Part Lot 11.**

RESOLUTION #C-2021-05-01

MOVED BY: Gene Richardson
SECONDED BY: Barrie Crampton

“THAT, Council move “in camera” at 6:02 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, regarding Anglican Church Road – Concession 5, Part Lot 11;

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

ADOPTED

RESOLUTION #C-2021-05-02

MOVED BY: Gene Richardson
SECONDED BY: Barrie Crampton

“THAT, Council return to open session at 6:35 p.m.”

ADOPTED

The Chair rose and reported that Council gave staff direction.

- ii) **CONFIDENTIAL: Potential Litigation – 867 Pike Lake Route 1E.**

RESOLUTION #C-2021-05-03

MOVED BY: Barrie Crampton
SECONDED BY: Gene Richardson

“THAT, Council move “in camera” at 6:36 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, regarding 867 Pike Lake Route 1E;

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

ADOPTED

RESOLUTION #C-2021-05-04

MOVED BY: Barrie Crampton
SECONDED BY: Gene Richardson

“THAT, Council return to open session at 6:54 p.m.”

ADOPTED

The Chair rose and reported that Council gave staff direction.

iii) **CONFIDENTIAL: Potential Litigation – Subdivisions Lacking Hydrogeological Studies.**

Councillor R. Darling left at 6:59 p.m. as she declared a conflict of interest on this item.

RESOLUTION #C-2021-05-05

MOVED BY: Gene Richardson

SECONDED BY: Barrie Crampton

“THAT, Council move “in camera” at 6:59 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board, regarding Subdivisions Lacking Hydrogeological Studies;

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

ADOPTED

Council recessed at 7:08 p.m.

Council returned to session at 7:09 p.m.

RESOLUTION #C-2021-05-06

MOVED BY: Gene Richardson

SECONDED BY: Barrie Crampton

“THAT, Council return to open session at 8:00 p.m.”

ADOPTED

The Chair rose and reported that Council gave staff direction.

4. ADJOURNMENT

Council adjourned at 8:00 p.m.

COMMITTEE OF THE WHOLE MINUTES

Tuesday, May 11th, 2021

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

ATTENDANCE:

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

Staff Present: Amanda Mabo, Acting CAO/Clerk
Janie Laidlaw, Deputy Clerk
Noelle Reeve, Planner
Sean Ervin, Public Works Manager (left at 7:40 p.m.)
Richard Bennett, Acting Treasurer

Regrets: None

1. CALL TO ORDER

The meeting was called to order at 5:56 p.m.
The Reeve conducted Roll Call.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

The agenda was adopted as presented.

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

None at this time.

4. APPROVAL OF MINUTES OF PUBLIC MEETINGS

i) **Public Meeting: Zoning By-Law Amendment – April 6th, 2021.**

The minutes of the Public Meeting – Zoning By-Law Amendment held on April 6th, 2021, were approved.

5. DELEGATIONS & PRESENTATIONS

i) **Presentation – Parks Plan Overview & Next Steps.**

J. Hack and Jana Joyce gave a PowerPoint Presentation – *attached, page 10.*

ii) **Presentation – Green Gems within Tay Valley Township.**

Dr. P. Keddy reviewed the presentation that was attached to the agenda.

6. PRIORITY ISSUES

i) **Report #PD-2021-21 – Preliminary Topic and Timeline for the Official Plan Update.**

The Planner explained that the Public Consultation would not be in person, other municipalities that are doing their 5-year review have held public meetings virtually, staff is looking at creating breakout rooms in GoToMeeting and can conduct survey type feedback. The Provincial Policy Statements do not address food security, this was brought up by residents looking for the type of land tenure that is allowed under the Official Plan to encourage people to grow food more locally. The Planner explained that the groundwater recharge area in rural areas is being looked at and brought up by the Source Water Protection.

Recommendation to Council:

“**THAT**, Staff proceed with the proposed timeline for the Official Plan update as outlined in Report #PD-2021-21 – Preliminary Topics and Timeline for the Official Plan Update, on the topics approved by Council, and circulate the Notice of the Tay Valley Township Official Plan Review and Update to the public, community, and business groups by posting in the paper, on the website and on Facebook.”

Committee recessed at 7:11 p.m.

Committee returned to session at 7:15 p.m.

ii) **Report #C-2021-16 – Request to Assume a Portion of an Unopened Road Allowance (Murphy/Vacheresse).**

Recommendation to Council:

“**THAT**, the property owner enter into the necessary agreement with the Township in order to bring the portion of the unopened road allowance up to a minimum standard in order that the Township can assume the road as part of the road system as outlined in Report #C-2021-16 – Request to Assume a Portion of an Unopened Road Allowance (Murphy/Vacheresse);

THAT, the Reeve and Clerk be authorized to sign the agreement;

AND THAT, the cost associated with bringing the portion of the unopened road allowance to a minimum standard be at the Applicants’ expense.”

iii) **Report #PD-2021-22 - Severance Application – McGlade.**

Recommendation to Council:

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Severance Application for McGlade B21/036 (Concession 9, Part Lot 20, geographic Township of North Burgess), roll# 0911911020313040, 2640 Narrows Lock Road, for a new lot, be approved subject to the following conditions:

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

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

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

That, the applicant shall obtain a Civic Address Number for the severed land; That, payment shall be made to Tay Valley Township representing Cash-in-Lieu of Parklands.”

iv) **Report #FIN-2021-12 – 2020 Year End Surplus and Winter Control Reserve.**

Recommendation to Council:

“**THAT**, Report #FIN-2021-12 – 2020 Year End Surplus and Winter Control Reserve Report be received as information;

THAT, a Winter Control Reserve be established;

AND THAT, \$62,500 be transferred from the Contingency Reserve to the Winter Control Reserve.”

- v) **Report #PW-2021-15 – Engineering Services for the Second Line Bridge – RFP Award.**

The Public Works Manager confirmed that in the report where it referenced the Allan’s Mill Bridge should have said Second Line Bridge.

Recommendation to Council:

“**THAT**, the Engineering Services for the Second Line Bridge, #2021-PW-006, be awarded to DM Wills Associates Ltd.;

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

- vi) **Report #PW-2021-16 – Access to Township Roads Policy.**

Recommendation to Council:

“**THAT**, the Access to Township Roads Policy be approved;

THAT, the necessary By-Law be brought forward;

AND THAT, the Tariff and Fees By-Law be amended to include the new fees.”

- vii) **Report #C-2021-17 – Proposed New Road Name – Hilary Way.**

Recommendation to Council:

“**THAT**, the necessary by-law to name an existing Private Road to Hilary Way as outlined in Report #C-2021-17 – Proposed New Road Name – Hilary Way, be brought forward for approval.”

The Public Works Manager left at 7:40 p.m.

- viii) **Report #C-2021-18 – Lanark County Climate Action Committee – Appointment.**

Recommendation to Council:

“**THAT**, Bob Argue be appointed to the Lanark County Climate Action Committee.”

- ix) **Report #C-2021-19 – Municipal Code of Conduct Consultation.**

The Acting CAO/Clerk explained that the Reeve will be participating on behalf of Council and is looking for feedback from Members. There is also an online survey that can be conducted by Council and the Public.

The Reeve explained that Lanark County has discussed the Integrity Commissioner legislation and the issues that some municipalities have been having, the County has requested a delegation at AMO to discuss their concerns on how to strengthen the legislation. He asked if Members could

email their comments to the Clerk by Monday, who will summarize them for the Reeve.

Council was requested to provide feedback on:

- what changes or mechanisms are needed to better hold council members accountable for municipal code of conduct violations;
- how to effectively enforce these codes;
- whether a broader range of penalties for violations of the codes of conduct are needed; and
- the circumstances in which these potential penalties could be applied.

x) **2019 & 2020 Annual Police Services Board Report.**

The Reeve discussed that speeding in Tay Valley and throughout the County is one of the main concerns.

It was observed by a Member that there was a significant jump in domestic disputes and mental health calls in 2020 and enquired as to what the clearance rate means. The Reeve explained that the complaint or issue has been resolved and the file is closed.

A Member asked about policing resources in the event of a major incident, is there a process in place for back up so that a municipality is not left with no OPP in the jurisdiction? The Acting CAO/Clerk reported that depending on the incident a special team may be called in. There was a further question about if there was an alert system in place to deal with a dangerous event. The Reeve was not aware of one, the Police Services Board is meeting in May and he will ask the Detachment Commander.

Recommendation to Council:

“**THAT**, the 2019 & 2020 Annual Police Services Board Report be received as information.”

xi) **Report #CBO-2021-04 - Building Department Report – January to April 2021.**

Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, Report #CBO-2021-04– Building Department Report – January to April 2021 be received as information.”

xii) **Council Composition Potential Public Consultation Process this Fall.**

Councillor R. Rainer discussed that since the Council Composition Survey is open for the month of July, Council will be discussing the results in August. If the response to the survey is for Council to discuss the size of Council and/or to review the current ward boundaries, there will be a time pressure to have anything in place by the end of the year. Councillor R. Rainer requested that Staff put some thought into the public consultations and the options, if the survey determines that Council move forward with reviewing the Composition and/or Ward Boundaries.

7. CORRESPONDENCE

i) **21-04-22 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 21-04-22 Council Communication Package be received for information.”

ii) **21-05-05 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 21-05-05 Council Communication Package be received for information.”

iii) **2021 Census.**

Recommendation to Council:

“**THAT**, the 2021 Census information be received for information.”

8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

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

Deputy Reeve Barrie Crampton and Councillor Rob Rainer.

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

Councillor Fred Dobbie and Councillor Beverley Phillips.

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

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

iv) **Library Board.**

Councillor Rob Rainer.

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

v) **Police Services Board** – *deferred to the next meeting.*
Reeve Brian Campbell.

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

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

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

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

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

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

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

xi) **Committee of Adjustment.**

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

9. CLOSED SESSION

None.

10. DEFERRED ITEMS

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

- ***Social Media Policy***
- ***Dark Skies***
- ***Dog Tags***
- ***Mutton's Road (issues from Public Meeting)***
- ***Northland Solar Agreement - Outstanding Items***
- ***Norris Road***
- ***Inter-Municipal Recreation Agreement***

- *Procurement Policy*
- *Age Friendly Report Recommendations*
- *Community Benefits Charges*
- *Tayside Estates – Outstanding Items*
- *Cemeteries*
- *Integrity Commissioner Report Policy*
- *Property Standards By-Law*
- *Private Unassumed Roads*
- *Private Communal Systems Policy*

11. ADJOURNMENT

The Committee adjourned at 8:10 p.m.

“SPECIAL” COUNCIL MEETING MINUTES

Tuesday, May 18th, 2021
5:30 p.m.
GotoMeeting

ATTENDANCE:

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

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

Regrets: Councillor RoxAnne Darling

1. CALL TO ORDER

The meeting was called to order at 5:31 p.m.
The Reeve conducted Roll Call.
A quorum was present.

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

None at this time.

3. NEW/OTHER BUSINESS

i) **Service Delivery Review Report Discussion.**

The Reeve explained the purpose of the meeting, which was for Council to have a discussion without a staff report, and asked that each member give their thoughts on the Service Delivery Report and to indicate what their top three (3) priorities are.

Councillor Rainer

- an extensive report, covers a lot of territory, too much to digest at first and might have to come back to parts of it over time
- it was interesting to see that compared to other similar communities that Tay Valley is doing well and are efficiently using resources
- lacking from the report is a comparative impact analysis of the recommendations, there are 17 recommendations in the report, and they have a big range and it would be nice to know their impact to the Township and the impact financially
- top priorities would be the Waste Management Plan, feels it is critical and will have a cost to implement; supportive of the Community Services Coordinator position as there are several functions that the current staff cannot get to that are important; and the Economic Strategy that would include a growth strategy

Councillor Phillips

- was disappointed in report, it does not adequately reflect Tay Valley and was not suited to the Township, the wording was boiler plate and was disappointed only 300 and some filled out the survey
- found some of the recommendations to be odd, for example, to increase revenue that staff hold bridge tournaments or bingo; the policing recommendation was not sensible either
- top priorities would be the organizations' structure and realignment of functions and responsibilities; need to establish who does what; duties seem too flexible and seems to be unbalanced; need more defining job descriptions; staff should not be taking on discretionary tasks, these discretionary tasks should be outsourced; cost sharing with neighbouring municipalities; and completing the road assessment, hard surfacing will be costly but should be done; should be looking at the Township financing upgrades to roads

Councillor Richardson

- the report was very in depth; agree with the Strengthen the Structural Function of the Township recommendations on page 98 of the report
- top priorities would be the introduction of Service Community Coordinator position; conduct job description review and pay equity review; and complete a Waste Management Plan

Councillor Dobbie

- wants a staff report brought back to Council with their thoughts and recommendations
- top priorities would be to support a Community Services Coordinator position; conduct the Waste Management review, which is waiting on a grant, lots will have to fall into place to implement some of the recommendations but likes the recommendations in the report

Councillor Wicklum

- agrees with Councillor Phillips that the report is very boiler plate; a lot of the language was generic, some did apply to Tay Valley, it was a long report with lots of fluff to make it that long; it was supposed to be a service delivery report to see how our services are delivered, not to create a job, feels lots of the report had nothing to do with delivery of services

Reeve Campbell

- the report is not quite what he thought Council were getting; the most important thing to the taxpayers are roads, garbage, taxes, the website, communication with the residents and recreation
- wanted to know what is lacking or what we need to do to improve those things in order to provide better serve to residents
- need to improve waste sites, the roads are in good shape
- garbage has been and still is a hot topic, residents still want pick-up
- by having garbage pick-up is that having better service for the residents?
- the report talks about a lot of things that are important but would agree that a Waste Management Plan is good as well a lot of things in the Township is being assigned to a couple of staff and the workload is getting too much so a discussion on the Community Services Coordinator needs to occur
- agree that a staff report needs to come back to see what their thoughts are

Deputy Reeve Crampton

- typical consultant's report
- lots of the report does have boiler plate wording, some does not apply to Tay Valley, for example, succession planning does not work for Tay Valley
- the consultant did engage the staff in the review process and can see the staff input throughout the report

- the consultant has provided a framework for next steps through recommendations of where we should start
- there is no one better to fill in that framework than the senior staff members, take a page from the consultants and listen to those who do service delivery
- each senior staff provide a report on how in conjunction with other departments would implement the recommendations

Councillor Rainer

- agrees that some of the report is boiler plate, some of the language is vague but parts of it are quite strong and these are the ones that should be focused on
- Council should recognize the Township is growing and will continue to grow at a faster rate than at any other time in the Township history
- have been seeing it this year already and Council needs to plan for that growth
- planning for growth is important and how the municipal workforce should adjust to that increasing workload
- fully support staff coming back to Council with their opinions on what recommendations are practical and achievable
- staff work with the nitty gritty problem solving everyday and Council is flying blind without staff's input
- if staff could give their ranking/prioritization of the recommendations, maybe some are moot

The Reeve explained that Councillor Darling provided her comments in writing prior to the meeting and read Councillor Darling's comments:

- there are no bad recommendations in this report, the initial thought process on initiating a service delivery review was service delivery, how well each department, staff member and program is serving the public.
- before effective changes can be made, need to have to clear understanding on how things currently work, who does what and what could change to serve the public better, it is all about reinforcing customer service
- not in favor of increasing any municipal fees at this time, specially in the planning review department. I believe that we are in the process already of implementing some of the recommendations, and would like to see a staff report on what they feel we have or are already in the process of doing, such as cost-benefit analysis for shared services and a Waste Management Plan, these are already underway, the Economic Development Strategy could be included with the Official Plan Review
- top priorities would be structural review of the Planning Department, and Community Services Coordinator position, but in conjunction with the job

description review and pay equity assessment; these also need to be looked at with the Master Fire Plan Review and the possible requirement of additional administration support and then to review communication policies between staff and residents and Council members to residents

Council discussed the staff report that will be brought back. Would like each department to provide a report based on their roles and responsibilities in the recommendations. Some of the recommendations affect more than one department, it will need some joint discussion. Council discussed when this report would come back, the Acting CAO/Clerk explained that there are several deadlines that staff are trying to meet, and they will look at a possible date hopefully by the end of June but at the very latest for the August COW as there are no meetings in July.

4. ADJOURNMENT

Council adjourned at 6:26 p.m.

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2021-027

ACCESS TO TOWNSHIP ROADS POLICY

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

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

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

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

1. GENERAL REGULATIONS

1.1 **THAT**, the Access to Township Roads Policy, attached hereto as Schedule "A", be adopted.

2. BY-LAWS REPEALED

2.1 By-Law No. 2011-003 is hereby repealed.

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

3. ULTRA VIRES

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

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-027**

4. EFFECTIVE DATE

ENACTED AND PASSED this 22nd day of May, 2021.

Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-027**

SUBJECT: ACCESS TO TOWNSHIP ROADS - POLICY

1.0 PURPOSE

To establish the specifications and procedures for the submission, review, site inspection and approval of Township Road Entrance Permit Applications in order to balance the major functions of the Township Road system, moving traffic and providing access to properties, while;

- a) Protecting the safety of all roadway users through the orderly control of traffic movements;
- b) Encouraging and fostering growth and development throughout the Municipality within the context of the Official Plan and Zoning By-Laws;
- c) Protecting the public investment in the Township Road System;
- d) Ensuring that all new developments have suitable and legal access; and
- e) Minimizing future road maintenance and construction costs.

2.0 LEGISLATIVE AUTHORITY

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

3.0 SCOPE

This policy applies to Township Roads within the Municipality.

4.0 DEFINITIONS

“Agricultural Entrance” – shall mean a Farm or Field Entrance.

“Alter Existing Entrance” – shall mean changing the surface (including paving an existing gravel Entrance) or the width of the culvert of an existing Entrance, without changing the type of Entrance.

“Applicant” – shall mean any person, group or corporate body who applies to the Municipality for permission to construct, relocate or alter an entrance to a Township Road.

“Civic Address” – shall mean the road name and number designated by the Municipality.

“Common Entrance” – shall mean an Entrance that provides access to two (2) properties when individual Entrances are not feasible due to physical constraints or inadequate spacing between Entrances for adjacent properties. The Entrance is normally constructed astride the property line, but may be located in another location, if the approval to utilize an easement is obtained from the appropriate planning authorities. The approval of both property Owners is mandatory prior to the construction of a Common Entrance.

Non-Residential (Commercial/Industrial/Institutional) and Multi-Residential Entrance – shall mean an Entrance that provides access to a location where goods are manufactured or sold to the public, or to institutional areas such as schools and hospitals, or to residential facilities with five or more units including apartments and townhouse developments having a common parking area outside the Township Road Allowance.

“Culvert” – shall mean an open-ended, underground pipe that carries surface storm water or naturally channelized water, under a road or Entrance.

“Entrance” – shall mean a road, entranceway, gate or other structure or facility constructed or used as a means of access to a Township Road. Entrances are classified in accordance with their use and the approved zoning of the property. For example, a property must be zoned as Commercial to permit the construction of a commercial entrance.

“Entrance Inquiry” – shall mean a request to the Public Works Department by a prospective property buyer or their agent to determine if an Entrance Permit for an existing Entrance has been issued or if the installation of a new Entrance is feasible.

“Entrance Inquiry Application” – shall mean the application form in which a prospective property buyer or their agent must complete in order for the Municipality to conduct an Entrance Inquiry.

“Entrance Permit Application” – shall mean the application form in which a property Owner must complete in order to obtain an Entrance Permit.

“Entrance Permit” – shall mean the final approval of access to a Township Road approved by the Public Works Department Official.

“Farm Entrance” – shall mean an Entrance that provides access to farm buildings and agricultural lands but does not include commercial activities related to agriculture such as abattoirs, tanneries and sales outlets, or manufacturing and processing activities involving farm crops or animal products.

“Field Entrance” – shall mean an Entrance that provides access to agricultural fields forming part of a farm or to woodlots. Used only for the passage of animals and crops or vehicles related to the harvesting of timber, but not for access to buildings of any type.

“In-Filling” – shall mean small concentrations of development, generally residential, occurring in certain locations in the form of strip or ribbon development along rural roadways. For the purpose of this policy, In-Filling will be considered as the use of vacant land within the area of concentrated development, for further construction or development, but not extending the limits of the concentrated development.

“Intersection” – shall mean the area within the projection or connection of the lateral boundary lines of two (2) or more roads that meet one another at an angle whether or not one road crosses the other.

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

“Owner” – shall mean the registered Owner of the property abutting the Township Road that is accessed by the Entrance or any person, firm or corporation having control over or possession of the property or any portion thereof, including a property manager, mortgagee in possession, receiver and manager, trustee and trustee in bankruptcy.

“Percent (%) Grade” – shall mean the rate of rise or fall with respect to the horizontal.

“Posted Speed” – shall mean the maximum speed for vehicles as listed in the Municipality’s Rate of Speed By-Law, and as indicated by the regulatory signs posted on the roadway. Where the posted speed changes within the prescribed sight distance for an Entrance, the higher posted speed shall be used to determine the maximum sight lines.

“Private Road” - shall mean a road within the Municipality that has been designated as a Private Road in the current Road Naming By-Law.

“Private Road Entrance” – shall mean an Entrance that provides access to a Township Road from a Private Road that is not maintained by the Municipality and shall include sub-division roads until they have been assumed by the Municipality.

“Property Line” – shall mean the common boundary line between adjacent properties.

“Public Road Entrance” – shall mean an Entrance that provides access to a Township Road from another public road or street or other thoroughfare that is maintained by the local Municipality.

“Public Works Department Official” - shall mean the Public Works Manager or designate duly appointed by the Municipality.

“Residential Entrance” – shall mean an Entrance that provides access to a private residence or multi-family dwelling with less than five dwellings units.

“Road Allowance” – shall mean the strip of land required for the roadbed, shoulders, ditches, etc. and shall normally be 66 feet in width.

“Temporary Entrance” – shall mean an Entrance that provides access to a property for a limited period, not to exceed one year, for the purpose of construction, repairs or improvements on that property or to facilitate a staged development. The Temporary Entrance must be removed before the expiration of the permit and the Road Allowance must be restored to its original condition.

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

“Urban Entrance” – shall mean an Entrance that is located within the limits of an urban Township Road section. An urban section is any portion of a Township Road that is constructed with any of the following features: curb, gutter, sidewalk, or storm sewer.

5.0 TYPES OF ENTRANCES

5.1 The following Entrance types are governed by this Policy:

- Agricultural (Farm and Field Entrances)
- Non-Residential and Multi-Residential
- Private Road
- Public Road
- Residential
- Temporary
- Urban

5.2 All Entrances applied for shall be of a type consistent with the permitted use of land being accessed, as described by the Municipal official plan and/or zoning by-law.

6.0 ROAD SAFETY CRITERIA

6.1 Minimum Stopping Site Distance

6.1.1 All new Entrances must provide unobstructed site distance in both directions as shown in Table 1 or Table 2 in Appendix “A”.

6.1.2 When braking occurs on a downgrade, the effect of the grade increases the braking distance. Conversely, on an upgrade the effect reduces the braking distance. Therefore, the minimum stopping sight distance shall be adjusted for Entrances on Township Roads where the grade exceeds three percent (3%).

- 6.1.3 For the purpose of this policy, the Municipality has adopted the Minimum Stopping Sight Distances defined in the Ontario Good Roads Association Geometric Design Guidelines for Municipal Roads 1998.
- 6.1.4 The measurement of minimum site distances shall be in accordance with the following standards:
- a. The driver's eye level is defined as 1.05 metres above the ground.
 - b. The height of the object (vehicle headlights) is defined as 0.65 metres above the road surface.
 - c. For Vehicles accessing the Township Road, visibility is measured from the driver's eye level, at a point set back three (3) metres from:
 - the edge of the pavement on paved roads without paved shoulders, or
 - the white edge line on paved roads with a paved shoulder, or
 - the edge of the gravel road.

6.2 Improvement of Sight Distances

- 6.2.1 Where the minimum required sight distances can be met with the removal of brush, rock cuts or other obstructions, the Applicant may request permission to remove the obstructions, at no cost to the Municipality.
- 6.2.2 Such removals will normally be accomplished by a contractor who is retained by the Owner and the work shall be completed in accordance with the written specifications from the Public Works Department Official.
- 6.2.3 If the Public Works Department Official stipulates that the work must be undertaken by Municipal forces, the Applicant must provide a cheque for the total estimated cost of the work, prior to the commencement of work.
- 6.2.4 Following the completion of the work, the Municipality will settle the account and either cash the cheque in the full amount or provide a refund if applicable.

6.3 Proximity to Existing Features

6.3.1 Proximity to Bridges and Other Structures

Structures such as bridges may obstruct the vision of traffic using an adjacent Entrance as well as the traffic on the Township Road approaching the Entrance. Therefore, Entrances shall be located as shown in Table 3.

Table 3 – Proximity to Bridges and Other Structures

Posted Speed (km/hr)	Entrance Type	Minimum Distance to Structure (m)
60 to 80	All	50
50 or less	All	As specified by the Public Works Department Official

6.3.2 Proximity to Intersections

6.3.2.1 Entrances shall not be permitted within 50 metres of the intersection of a Ministry, County, Township, or Private owned road, regardless of the posted speed.

6.3.2.2 The distance shall be measured from the center of the intersection to the center of the Entrance.

6.3.2.3 Where possible, access to properties with frontage on both a County or Township Road and a Private Road shall be from the Private Road.

6.3.3 Proximity to Public and Private Roads

6.3.3.1 New roads resulting from Plans of Subdivisions shall be permitted to intersect with a Township Road at a distance of not less than 300 metres from an existing or proposed intersection.

6.3.4 Proximity to Acceleration, Deceleration or Passing Lanes

6.3.4.1 Entrances shall be located at least 50 metres from acceleration, deceleration or passing lanes.

7.0 ROAD EFFICIENCY CRITERIA

7.1 Spacing of Adjacent Entrances

7.1.1 For the sole purpose of this policy, road sections of the Township Road System are divided into four (4) groups based upon the traffic volume on such roads. Spacing of all Entrance types, except Non-Residential and Multi-Residential shall be as described in Table 4.

Table 4 – Spacing of Adjacent Entrances

Average Daily Traffic (ADT)	Minimum Spacing Requirements	Group
In built-up areas	Spacing consistent with built up area	A
0-400	50 m	B
401-2999	100 m	C
3000+	150 m	D

7.1.2 The spacing of adjacent Entrances on the same side of the road shall be measured from the center of the adjacent Entrance to the center of the proposed Entrance.

7.1.3 In built-up areas that are not designated as towns, villages, hamlets or settlement areas, Residential Entrances will be permitted only where the need for the Entrance is a result of In-Filling and the mandatory road safety criteria are met.

7.1.4 In built-up areas that are not designated as towns, villages, hamlets or settlement areas, Residential Entrances which extend the limits of the existing built-up areas shall not be permitted, unless they meet the mandatory road safety criteria, and the spacing requirements for Group B, C or D.

7.1.5 Spacing of Non-Residential and Multi-Residential Entrances shall be subject to the site plan review and approval by the Public Works Department Official.

7.2 Number of Entrances

7.2.1 Subject to the remainder of Section 7.2, one property shall not have a combination of more than three (3) Entrances. For example, one property may have one (1) Farm Entrance and two (2) Field Entrances, or one (1) Residential Entrance, one (1) Farm Entrance, and one (1)

Field Entrance. The count includes Entrances that were installed prior to when the Entrance Permit process began.

7.2.2 Residential Entrance

7.2.1.1 Only one Entrance per residential property shall be permitted.

7.2.3 Farm Entrance

7.2.2.1 Only one Entrance per farm property shall be permitted.

7.2.4 Field Entrance

7.2.3.1 No more than three (3) Field Entrances to a property shall be permitted.

7.2.3.2 Multiple Entrances shall only be approved where a single Entrance would not provide reasonable access throughout a large agricultural area as a result of restrictive terrain.

7.2.5 Non-Residential and Multi-Residential Entrances

7.2.5.1 The number of Entrances provided will be the minimum necessary to accommodate the volume of traffic to be generated by the development.

7.2.5.2 A Traffic Impact Study completed by the Developer shall be considered by the Public Works Department Official when determining the number of Entrances required.

7.2.6 Entrances will be assessed on a case by case basis, and if justified, may be permitted at the discretion of the Public Works Department Official.

8.0 LOCAL SITE CONDITIONS

8.1 Above and Below Ground Utilities

8.1.1 It is the Applicant's responsibility to locate all underground utilities prior to the installation of their Entrance(s).

8.1.2 If utility poles, wires or other fixtures on the Road Allowance require removal or to be relocated to accommodate the Applicant's Entrance, the cost of such work shall be borne by the Applicant. Coordination of such work with the applicable utility company shall be the Applicant's responsibility.

9.0 ENTRANCE DESIGN SPECIFICATIONS

9.1 All works related to, or forming part of, an approved Entrance shall be carried out in accordance with the following specifications:

9.1.1 Entrance Configuration:

Shall conform to the designs shown in Appendix "C" for the type and location of Entrance to be constructed.

9.1.2 Entrance Approach Angle:

The Entrance shall, as nearly as practicable, intersect with the Township Road at 90 degrees. In exceptional circumstances, the Public Works Department Official may authorize an intersection not less than 70 degrees.

9.1.3 Entrance Grade:

9.1.3.1 Entrances must be designed, constructed and maintained to ensure that surface storm water from the adjacent property is not discharged onto the Township Road.

9.1.3.2 Entrance grade will be as per the Entrance specifications provided at the time of approval.

9.1.4 Surface Type and Width:

9.1.4.1 Shall be as specified in Section 9.1.5, 9.1.6 and 9.1.7, for each type of Entrance.

9.1.4.2 The use of concrete or paving stones within the Road Allowance is prohibited.

9.1.4.3 The Municipality will not be responsible for damage done to the portion of a driveway within the Road Allowance.

9.1.5 Agricultural Entrance:

9.1.5.1 Shall be surfaced with a minimum of 100 mm of crushed gravel (Granular 'A').

9.1.5.2 Entrances shall have a minimum width of 5 metres.

9.1.5.3 Entrances wider than 10 metres will not be permitted.

9.1.6 Residential Entrance:

- 9.1.6.1 Shall be surfaced of at least 150 mm of crushed gravel (Granular "A").
- 9.1.6.2 At the property owner's option, a 50 mm thickness of HL3 asphalt may be placed on the portion of the Entrance within the Road Allowance.
- 9.1.6.3 Entrances of this type will normally have a minimum width of 5 metres.

9.1.7 Non-Residential and Multi-Residential:

- 9.1.7.1 Entrances of this type will be of a surface type to meet the requirements of the number and types of vehicles using the Entrance.
- 9.1.7.2 In many instances, this may require a minimum of 50 mm thickness of HL3 asphalt over 150 mm of crushed gravel.
- 9.1.7.3 Entrances of this type will normally not be less than 8 metres in width. Entrances shall be designed in accordance with the Ministry of Transportation "Commercial Site Access Policy and Standard Design". All such Entrances shall be reviewed on a case by case basis and if appropriate, approved by the Public Works Department Official.

9.1.8 Private and Public Roads:

- 9.1.8.1 New Private and Public Road Entrances shall conform to the Geometric Design Guide for Canadian Roads (latest edition) and shall be stamped by a licensed engineer.
- 9.1.8.2 All costs associated with the design of the Entrance shall be borne by the Applicant.

9.1.9 Curb and Gutter:

- 9.1.9.1 Where curb and gutter are existing at the location of the proposed Entrance, the Applicant will be required to construct a curb-cut at the Entrance location.
- 9.1.9.2 The existing curb shall be removed and reinstated as per Ontario Provisional Standard Drawing (OPSD) 351.010.
- 9.1.9.3 The area between the curb and sidewalk is to be paved with a minimum of 50 mm of HL3 asphalt.

9.1.9.4 If there is no sidewalk, the Entrance shall be paved from the edge of the road to the Applicant's property line.

9.1.10 Culverts:

9.1.10.1 The diameter of a culvert must be sufficient in order to maintain the free flow of water in the ditch.

9.1.10.2 The length of the culvert is determined by the width of the Entrance plus the width of the slopes on both sides of the Entrance, as measured from the bottom of the ditch.

9.1.10.3 The culvert length and diameter will be determined by the Municipality and provided as part of the specifications.

9.1.10.4 All culverts must be new and installed as per manufacturers recommendations.

9.1.11 Curb and/or Headwalls:

9.1.11.1 No curb or headwall shall extend above the surface of the roadway shoulder within a distance of four (4) metres from the edge of the roadway.

9.1.12 Catch Basins:

9.1.12.1 When a culvert in excess of twelve (12) metres in length is required, the Applicant shall be required to pay the entire cost of construction of as many catch basins, and inlet and/or outlet structures as may be necessary, in the opinion of the Public Works Department Official, to facilitate surface drainage from or along the side of the roadway.

10.0 ADMINISTRATION

10.1 Fees and Deposits

10.1.1 Fees and Deposits shall be as set out in Schedule "A".

10.1.2 The required fee and deposit must accompany each Entrance Permit Application.

10.2 Entrance Inquiries

10.2.1 A prospective property buyer or their agent may inquire if an Entrance Permit has been issued for an existing Entrance. The Municipality will complete the necessary file search, at no cost, and respond within two (2) business days of receiving the Entrance Inquiry.

- 10.2.2 Questions, regarding the possible location of new Entrances shall not be considered by the Public Works Department until an Entrance Inquiry Application has been submitted with the applicable non-refundable fee.
- 10.2.3 Upon receipt of the Entrance Inquiry Application and payment of the applicable fee, the Public Works Department Official will visit the site and respond to the Entrance Inquiry within five (5) business days.
- 10.2.4 If the property is purchased by the prospective buyer, an Entrance Permit Application must be submitted. The Entrance Inquiry fee will be deducted from the Entrance Permit Application fee if the Entrance Permit Application is submitted within one (1) year of the Entrance Inquiry Application.

10.3 Entrance Permit Application Process

10.3.1 Submission Requirements

- 10.3.1.1 All requests to construct new Entrances or to alter, decommission or relocate an Existing Entrance, on Township Roads shall be submitted on the appropriate application forms to the Public Works Department.
- 10.3.1.2 One (1) application shall be submitted for each Entrance.
- 10.3.1.3 Fees and deposits are payable for each Entrance Permit Application.
- 10.3.1.4 Applications shall include:
- a) Completed Entrance Permit Application
 - b) Registered Survey Plan of Property
 - c) Proof of Insurance
 - d) Proof of Ownership
 - e) Application for a Civic Address
 - f) Application Fee and Deposit
- 10.3.1.5 If a registered survey plan of the property is not available, a detailed sketch with the appropriate dimensions must be submitted with the Entrance Permit Application.
- 10.3.1.6 Every Entrance shall be accompanied by a Civic Address.
- 10.3.1.7 At the time of the application for an Entrance Permit, the property Owner must apply for a Civic Address if one has not previously been assigned.
- 10.3.1.8 Civic Addresses are only assigned once the final location of the Entrance is approved.

10.3.1.9 Civic Addresses are only installed once the Entrance Permit is issued.

10.3.1.10 Granting of an entrance does not provide permission for building and planning.

10.3.2 Application Review

10.3.2.1 Entrance Permit Applications will be reviewed for completeness and compliance with this Policy.

10.3.2.2 The review process will not begin until receipt of a complete application package, as described in Section 10.3.1.

10.3.2.3 The application process for Residential, Farm and Field Entrances that comply with this Policy will, under normal circumstances, not exceed twenty (20) business days from the date that the completed application is received until the approval to install the Entrance is granted.

10.3.2.4 Changes to the application by the Applicant during the review process may increase the length of the review period.

10.3.2.5 Applications for Non-Residential or Multi-Residential Entrances will be considered in conjunction with the site plan development or subdivision approval process.

10.3.2.6 For an exiting Entrance, if there is no Entrance Permit on file with the Municipality or the Applicant cannot provide proof of an Entrance Permit, the Entrance Permit Application process will start at the beginning and the Applicant will be responsible to submit the paperwork, pay the fee and provide the deposit.

10.3.3 First Site Inspection

10.3.3.1 A site inspection shall normally be performed within ten (10) business days of receipt of the completed application.

10.3.3.2 The site inspection shall determine if the application confirms with the requirements of this Policy, including the size, type and location of the culvert (if required) to ensure proper drainage and requirements for brushing or other work.

10.3.3.3 Entrance Permit Applications will not be processed when winter or any other adverse conditions make site inspections pose a health and safety risk or make it impossible to attend the site.

10.3.4 Site Meeting with Applicant

- 10.3.4.1 If the Application does not conform to this Policy, a mandatory site meeting shall be held with the Applicant or their agent to review conditions in the field and discuss alternatives.
- 10.3.4.2 No further action will be taken by the Municipality in such cases until the mandatory site meeting has occurred.

10.3.5 Application Approval

- 10.3.5.1 Applicants will be notified in writing by email when their Application has been approved.
- 10.3.5.2 Notification shall include the Entrance design specifications required for the new Entrance.

10.3.6 Installation

- 10.3.6.1 No work on an Entrance shall commence until the Owner has received the Entrance design specifications.
- 10.3.6.2 A copy of the Entrance design specifications must be on site while the work is being completed.
- 10.3.6.3 The Applicant shall be responsible for the construction of the Entrance and any works associated with it, including the necessary traffic safety measures, in accordance with the Ontario Traffic Manual Book 7, during construction.
- 10.3.6.4 The Applicant may engage a contractor to complete the work.
- 10.3.6.5 The Entrance shall be installed in accordance with the Entrance design specifications and all the conditions must be met.
- 10.3.6.6 The Municipality, at its sole discretion, may request advance notice of the installation date in order that the Public Works Department Official can be present at the commencement of installation.

10.3.7 Removal of Redundant Entrances

- 10.3.7.1 Redundant Entrances that are created as a result of the approval of a new Entrance shall be removed and the area shall be reinstated as specified by the Public Works Department Official.

- 10.3.7.2 In urban sections, reinstatement may include the installation of curb and gutter, and sidewalk and boulevard to conform to the existing conditions.
- 10.3.7.3 Removals of existing Entrances and reinstatement shall be completed during the installation of the new Entrance, at the Applicant's costs, as specified in the Entrance design specifications.
- 10.3.7.4 The Applicants deposit will not be returned until all such removals and reinstatements have been completed.

10.3.8 Alter an Existing Entrance

- 10.3.8.1 An application to Alter an Existing Entrance, without changing the type of Entrance must be submitted before:
 - Paving an existing gravel Entrance;
 - Replacing an existing Entrance culvert;
 - Adding an extension to an existing Entrance culvert;
 - Widening an existing Entrance.

10.3.9 Final Inspection

- 10.3.9.1 The Owner shall inform the Public Works Department immediately after the installation of the Entrance and the completion of all other work stipulated in the Entrance design specifications.
- 10.3.9.2 The Public Works Department Official shall inspect the site within five (5) business days of receiving the notification of completion.
- 10.3.9.3 If the work is deemed deficient, the Municipality will notify the Applicant of the deficiencies to be remedied in accordance with Section 10.8 – “Non-Compliance with this Policy”.

10.3.10 Permit Issuance

- 10.3.10.1 Within five (5) business days of a successful final inspection of the site by the Public Works Department Official, the Applicants deposit shall be returned with the approved Entrance Permit.
- 10.3.10.2 The Applicant should retain the Entrance Permit to ensure that it is available to future Owners of the property.

10.3.11 Denial of Entrance Application

10.3.11.1 Entrance Permit Applications that do not conform to this Policy shall be denied and the Applicant shall be informed, in writing, within five (5) business days of the Public Works Department Official's decision.

10.3.11.2 The Applicant's deposit and 50% of the fee shall also be returned at this time.

10.3.11.3 If the Entrance has been denied because of proximity to an adjacent Entrance (i.e. insufficient spacing) the Applicant may request to appear as a delegation before the Municipality's Committee of the Whole meeting.

10.3.11.3.1 Such request must be received by the Clerk at least two (2) weeks prior to the scheduled meeting and include a written summary of the Applicant's presentation to the Committee.

10.3.11.3.2 The Applicant's summary shall be distributed to the Committee members with the Agenda.

10.3.11.3.3 The Applicant's verbal presentation to the Committee shall be no longer than specified in the Procedural By-Law.

10.3.11.3.4 The Public Works Manager shall prepare a report with recommendations regarding the Applicant's presentation for the next scheduled meeting of the Committee following the Delegation.

10.3.11.3.5 The Committee's recommendation shall then be considered by Council.

10.3.11.3.6 The Clerk shall inform the Applicant in writing of Council's Decision as soon as possible.

10.4 Reclassifying an Entrance

10.4.1 An Applicant may request that an existing approved Entrance be reclassified from an Agricultural Entrance to a Residential Entrance.

10.4.2 In this specific case, the Public Works Department Official will complete one (1) site visit to ensure the existing Entrance is in working condition and issue direction to the Applicant, if required.

10.5 Severance

10.5.1 An Entrance Enquiry Application must be submitted and approved as part of the severance application process.

- 10.5.2 Where an application for severance is made on a Township Road on which the Road Allowance has not been widened to the standard limits, the Public Works Department may request the conveyance of the said widening as a condition of granting of the severance.
- 10.5.3 The conveyance of property for future road widening purposes may be required on both the severed and retained parcels.
- 10.5.4 Sight triangles on parcels adjacent to existing Public or Private Roads may also be required as a condition of severance.
- 10.5.5 The dedication of a 0.3 metre reserve along the frontage of the severed and/or the retained parcel may be required as a condition of severance approval.
- 10.5.6 Entrances for newly severed properties shall be installed and approved prior to the condition of severance being cleared.

10.6 Subdivisions

- 10.6.1 Plans of Subdivision with frontage on Township Roads may use public roads to provide access to the Subdivision's internal street network.
- 10.6.2 The developer shall undertake a Traffic Impact Study, at no cost to the Municipality, to determine the traffic implications and requirements of the development.
 - 10.6.2.1 Such requirements may include the installation of traffic signals, streetlights, road signs, left turn lanes, right turn deceleration lanes, curbs and gutters and the provisions of storm drainage or other road works to ensure an adequate level of service on the Township Road.

10.7 Expiration of Entrance Permit Application

- 10.7.1 The Entrance Permit Application shall be deemed null and void when the Entrance has not been constructed within one (1) year of the date of the application.
- 10.7.2 A written request to extend the term of the application may be made before the application expires.
- 10.7.3 An extension may be approved or refused at the discretion of the Public Works Department Official.
- 10.7.4 The Municipality shall provide the Applicant notice of expiration, in writing, if no extension request is received by the Municipality from the Applicant.

10.7.5 If the application expires:

- the Municipality may request removal of all works associated with the Entrance, at no expense to the Municipality, and the site shall be restored to its original condition;
- the Municipality will not return the deposit until such work is completed, to the satisfaction of the Municipality;
- if the incomplete Entrance is not removed and the area is not reinstated within the ten (10) days, the Applicant's deposit shall be forfeited, and the Entrance shall be removed or corrected by the Municipality.

10.7.6 If an application has expired and the Applicant wishes to re-apply for an Entrance, the entire process shall start from the beginning, including the payment of the required fees and deposits.

10.8 Non-Compliance with this Policy

10.8.1 When a new Entrance is constructed or an existing Entrance is altered contrary to this Policy, the property Owner shall be advised of their non-compliance by registered letter.

10.8.2 Removal or correction of the non-compliant Entrance shall occur within ten (10) days after receiving the notification letter.

10.8.3 If the non-compliant Entrance is not removed or corrected within the ten (10) days, the Applicant's deposit shall be forfeited, and the Entrance shall be removed or corrected by the Municipality. Should the cost to the Municipality exceed the deposit, the balance of the cost shall be charged to the subject property Owner.

10.8.4 If no deposit has been received, the total cost of the Entrance removal will be charged to the subject property Owner.

10.8.5 The subject property Owner shall not be entitled to any compensation or damages by reason of or arising out of the work associated with the non-compliant Entrance.

10.8.6 Any outstanding balance owing to the Municipality shall be added to the tax roll and recovered in a similar manner as municipal taxes pursuant to Section 398 (2) of the *Municipal Act, 2001*, S. O. 2001, c. 25, as amended.

10.9 Maintenance of Entrances

- 10.9.1 Owners having access to a Township Road are fully responsible for the maintenance of the Entrance(s) to their property.
- 10.9.2 Maintenance includes, but is not limited to, the removal of snow and ice, shoulder gravel and winter sand.
- 10.9.3 During the winter, the Municipality will not clear culverts that have become blocked as a result of improper snow disposal by the property Owner.
- 10.9.4 Culverts that collapse or become unsuitable for proper drainage shall be replaced by the property Owner at their expense.
- 10.9.5 If necessary, the Municipality may utilize their own forces to remediate issues arising from the lack of maintenance. Any costs incurred by the Municipality to correct these issues shall be added to the tax roll and recovered in a similar manner as municipal taxes pursuant to Section 398 (2) of the *Municipal Act, 2001*, S. O. 2001, c. 25, as amended.

10.10 Road Reconstruction/Rehabilitation

- 10.10.1 Existing Entrances that are affected by the reconstruction or rehabilitation of a Township Road will be reinstated by the Municipality.
- 10.10.2 Any construction materials that are salvaged during the work shall remain property of the Municipality.

11.0 ACCOUNTABILITY FRAMEWORK

- 11.3 The Public Works Department Official is responsible for ensuring compliance with this policy.

12.0 POLICY REVIEW

- 12.1 This Policy shall be reviewed and updated as necessary.

REFERENCES

Forms

Entrance Inquiry Form
Entrance Permit Application Form
Civic Address Application Form

Other Resources

Rate of Speed By-Law
Road Naming By-Law
Geometric Design Guide for Canadian Roads (latest edition)

Ministry of Transportation "Commercial Site Access Policy and Standard Design"
Ontario Good Roads Association Geometric Guideline for Municipal Roads 1998
Ontario Provisional Standard Drawing (OPSD) 351.010

APPENDIX “A”

MINIMUM STOPPING SIGHT DISTANCE

Table 1 – Minimum Stopping Sight Distance for Roads with <400 Vehicles Per Day.

		Minimum Stopping Sight Distance m=metres ft=feet			
Township Road Posted Speed Limit (km/hr)	Grade of Township Road less than 3%	Grade of Township Road greater than 3%			
		Upgrade		Downgrade	
		Greater than 3% but less than 6%	6% or greater	Greater than 3% but less than 6%	6% or greater
80	160 m/525 ft	150 m/492 ft	140 m/459 ft	170 m/558 ft	200 m/656 ft
70	135 m/443 ft	125 m/410 ft	120 m/394 ft	145 m/476 ft	165 m/541 ft
60	110 m/361 ft	105 m/344 ft	100 m/328 ft	115 m/377 ft	130 m/426 ft
50	85 m/ 279 ft	80 m/262 ft	80 m/262 ft	90 m/295 ft	100 m/328 ft
40	65 m/213 ft	60 m/197 ft	60 m/197 ft	65 m/213 ft	75 m/246 ft

Table 2 – Minimum Stopping Sight Distance for Low Volume Roads (>400 Vehicles Per Day)

Township Road Posted Speed Limit (km/hr)	Minimum Stopping Site Distance m=metres ft=feet
80	125 m/410 ft
70	95 m/312 ft
60	80 m/262 ft
50	60 m/197 ft
40	45 m/246 ft

Example: A new Entrance to a Township Road with 450 vehicles per day, in an 80 km/hr posted speed zone, where there is a six percent (6%) grade must have a minimum sight distance of 140 metres in the downgrade direction from the Entrance and 200 metres in the upgrade direction from the Entrance.

APPENDIX “B”

FEES AND DEPOSITS

Application	Fee (Non-Refundable) [see Note 1]	Deposit (Refundable)
Additional Inspections (see Note 1)	\$50	None
Agricultural Entrance (Farm or Field Entrance)	\$100	None
Alter Existing Entrance	\$100	None
Entrance Inquiry (see Note 2)	\$100	None
New Road Entrance	\$500	\$1,000
Non-Residential and Multi-Residential Entrance	\$300	\$1,000
Residential Entrance - Severance Related	\$250	\$500
Reclassifying Existing Approved Entrance	\$50	None
Residential Entrance – Not Severance Related	\$150	\$500
Temporary Entrance	\$100	\$500

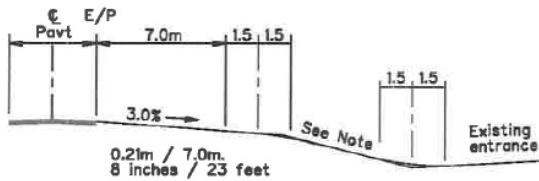
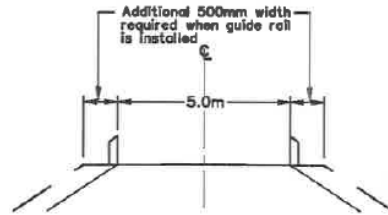
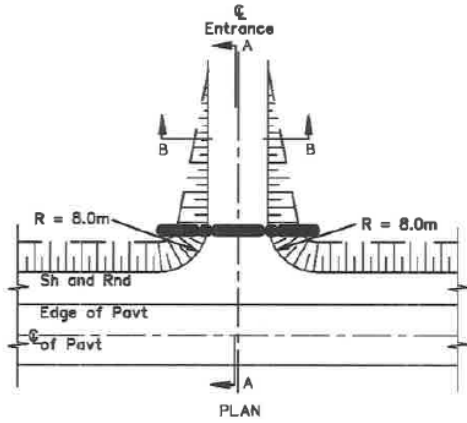
NOTES:

1. The non-refundable deposit includes all costs associated with the processing of the application, including up to three (3) visits to the site, if necessary, by the Public Works Departmental Official. An additional \$50 fee will be charged for each additional site visit that is required as a result of changes to the application by the Applicant. The additional fee shall be paid before the additional site visit is scheduled.
2. The Entrance Inquiry fee will be deducted from the Entrance Permit Application fee, if the full Entrance Permit Application is submitted by the same Applicant, within one-year of the Entrance Inquiry Application.

APPENDIX "C"

ENTRANCE DESIGN SPECIFICATIONS

RURAL ENTRANCES TO COUNTY ROADS ON FILL



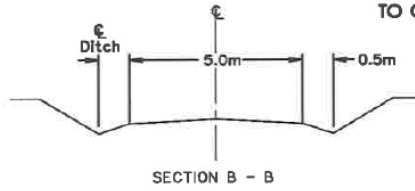
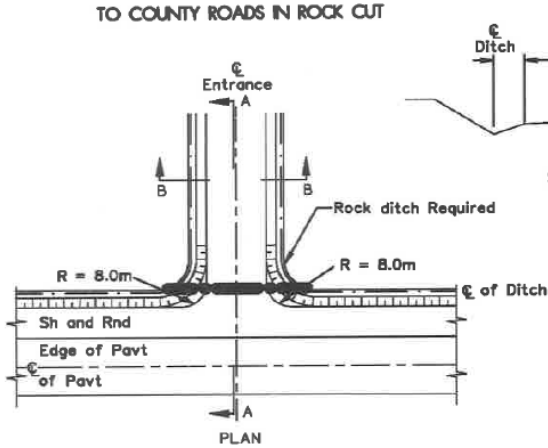
NOTES:

- A. DESIRABLE ENTRANCE CONFIGURATION, WHEN CONSTRAINTS PERMIT. DESIRABLE MAXIMUM GRADIENT: 6% FOR RESIDENTIAL ENTRANCES AND 10% FOR FARM AND FIELD ENTRANCES.
- B. ALL DIMENSIONS ARE IN MILLIMETRES OR METRES UNLESS OTHERWISE SHOWN.

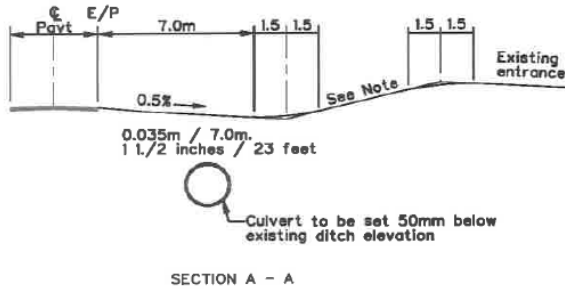
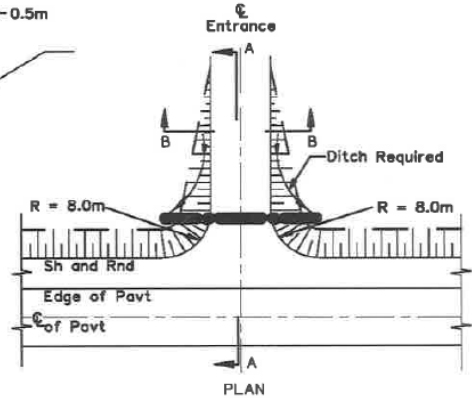
RURAL ENTRANCES
ON FILL
COUNTY OF LANARK

OCT 2019

RURAL ENTRANCES
TO COUNTY ROADS IN ROCK CUT



RURAL ENTRANCES
TO COUNTY ROADS IN EARTH CUT



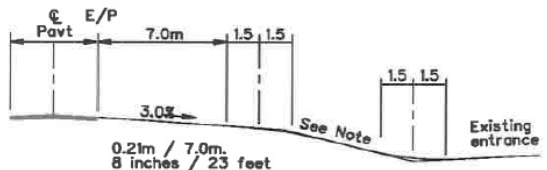
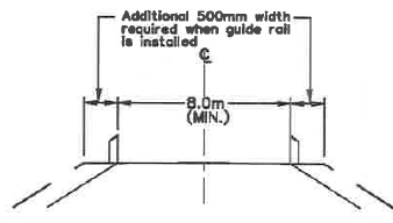
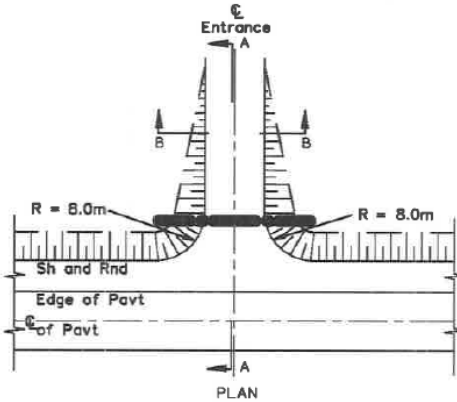
NOTES:

- A. DESIRABLE ENTRANCE CONFIGURATION, WHEN CONSTRAINTS PERMIT. DESIRABLE MAXIMUM GRADIENT: 6% FOR RESIDENTIAL ENTRANCES AND 10% FOR FARM AND FIELD ENTRANCES.
- B. ALL DIMENSIONS ARE IN MILLIMETRES OR METRES UNLESS OTHERWISE SHOWN.

RURAL ENTRANCES
EARTH / ROCK CUT
COUNTY OF LANARK

OCT 2019

COMMERCIAL COMMON RESIDENTIAL OR FARM/ FIELD ENTRANCES
TO COUNTY ROADS ON FILL



NOTES:

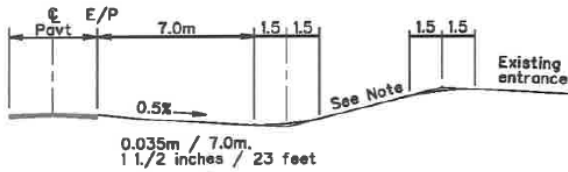
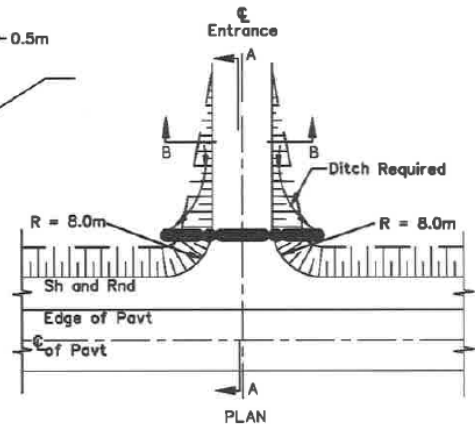
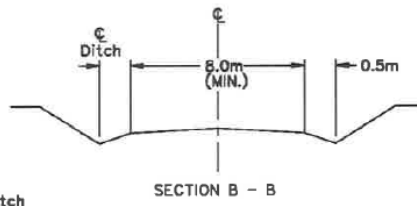
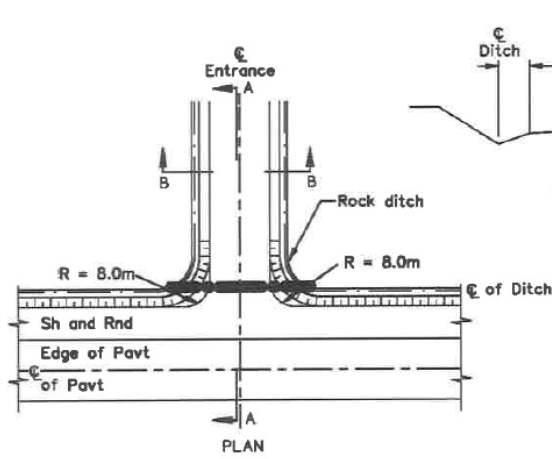
- A. DESIRABLE ENTRANCE CONFIGURATION, WHEN CONSTRAINTS PERMIT. DESIRABLE MAXIMUM GRADIENT: 6% FOR RESIDENTIAL ENTRANCES AND 10% FOR FARM ANF FIELD ENTRANCES.
- B ALL DIMENSIONS ARE IN MILLIMETRES OR METRES UNLESS OTHERWISE SHOWN.

COMMERCIAL COMMON RESIDENTIAL
OR FARM/ FIELD ENTRANCES ON FILL
COUNTY OF LANARK

OCT 2019

COMMERCIAL, COMMON RESIDENTIAL OR FARM/ FIELD ENTRANCES
TO COUNTY ROADS IN ROCK CUT

COMMERCIAL, COMMON RESIDENTIAL
OR FARM/ FIELD ENTRANCES
TO COUNTY ROADS IN EARTH CUT



Culvert to be set 50mm below existing ditch elevation

SECTION A - A

NOTES:

- A. DESIRABLE ENTRANCE CONFIGURATION, WHEN CONSTRAINTS PERMIT. DESIRABLE MAXIMUM GRADIENT: 6% FOR RESIDENTIAL ENTRANCES AND 10% FOR FARM ANF FIELD ENTRANCES.
- B ALL DIMENSIONS ARE IN MILLIMETRES OR METRES UNLESS OTHERWISE SHOWN.

COMMERCIAL COMMON RESIDENTIAL
OR FARM/ FIELD ENTRANCES IN ROCK
CUT OR IN EARTH CUT
COUNTY OF LANARK

OCT 2019

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2021-028

BEING A BY-LAW TO AMEND ROAD NAMING BY-LAW NO. 98-87 (HILARY WAY)

WHEREAS, Section 48 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality may name or change the name of a private road after giving public notice of its intention to pass the by-law;

AND WHEREAS, Hilary Way is a Private Roads within Tay Valley;

AND WHEREAS, three (3) new lots were created by Consent in 1984 based on access being provided via a private right-of-way;

AND WHEREAS, the private right-of-way was never named or added to the Township's Road Naming By-Law;

AND WHEREAS, public notice was provided by email to each affected property owner and was given on May 20th, 2021 via the agenda for the Council Meeting on May 25th, 2021;

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

1. GENERAL REGULATIONS

- 1.1 **THAT**, the private right-of-way shown as Parts 2 and 5 on Plan 27R-3054 be named Hilary Way.
- 1.2 **THAT**, Hilary Way, located in the geographic Township of North Burgess, as shown on Schedule "A" attached, be included within the designated roads as set out in the Road Naming By-Law No. 98-87, specifically Schedule "B", Burgess Ward, Private Roads, Pike Lake.
- 1.3 **THAT**, Plan 27R-3054 is attached hereto as Schedule "B" and shall be for information purposes only, and not form part of this bylaw.
- 1.4 **THAT**, the Clerk be authorized to register a certified copy of this by-law on title in the Land Registry Office.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-028**

2. BY-LAWS TO BE AMENDED

2.1 By-Law No. 98-87 is hereby amended.

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

3. ULTRA VIRES

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

4. EFFECTIVE DATE

4.1 **THAT**, this by-law shall come into force and effect with the posting of the applicable Road Signage and when a certified copy of this by-law has been registered at the Land Registry Office.

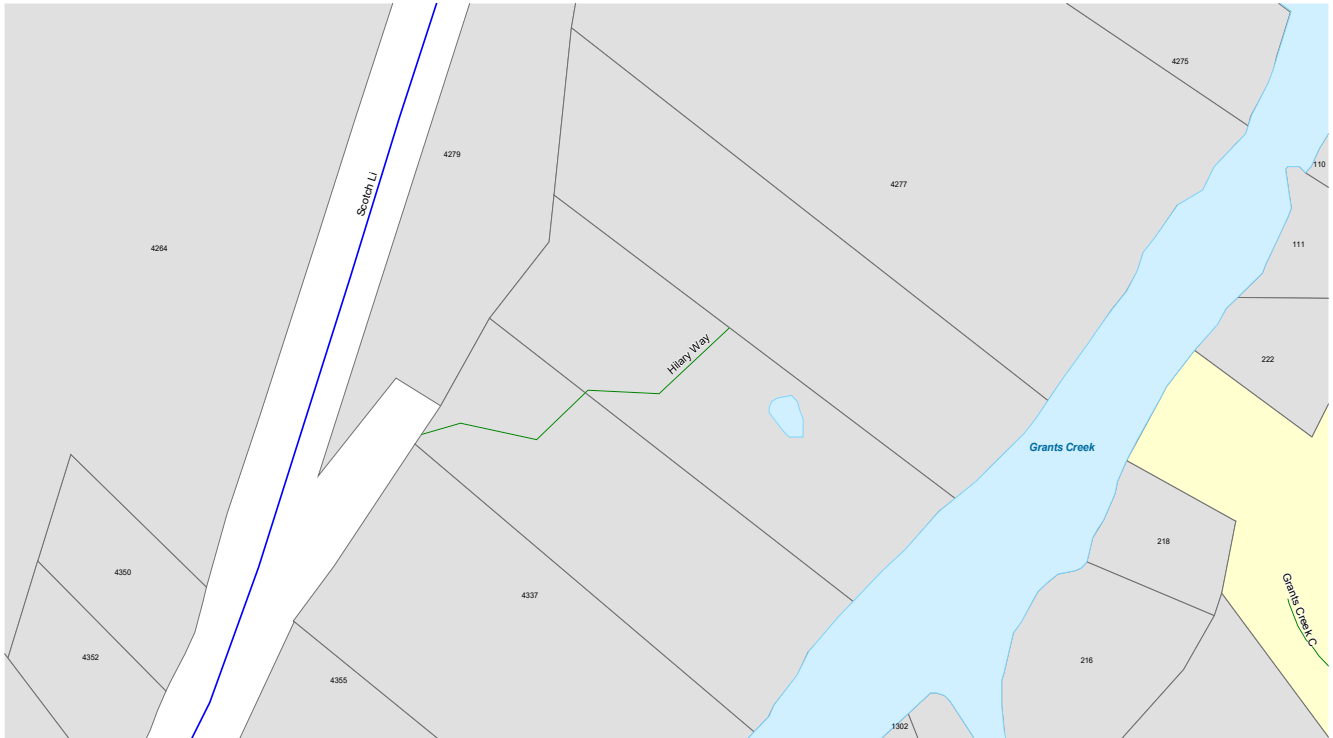
4.2 ENACTED AND PASSED this 25th day of May 2021.

Brian Campbell, Reeve

Amanda Mabo, Clerk

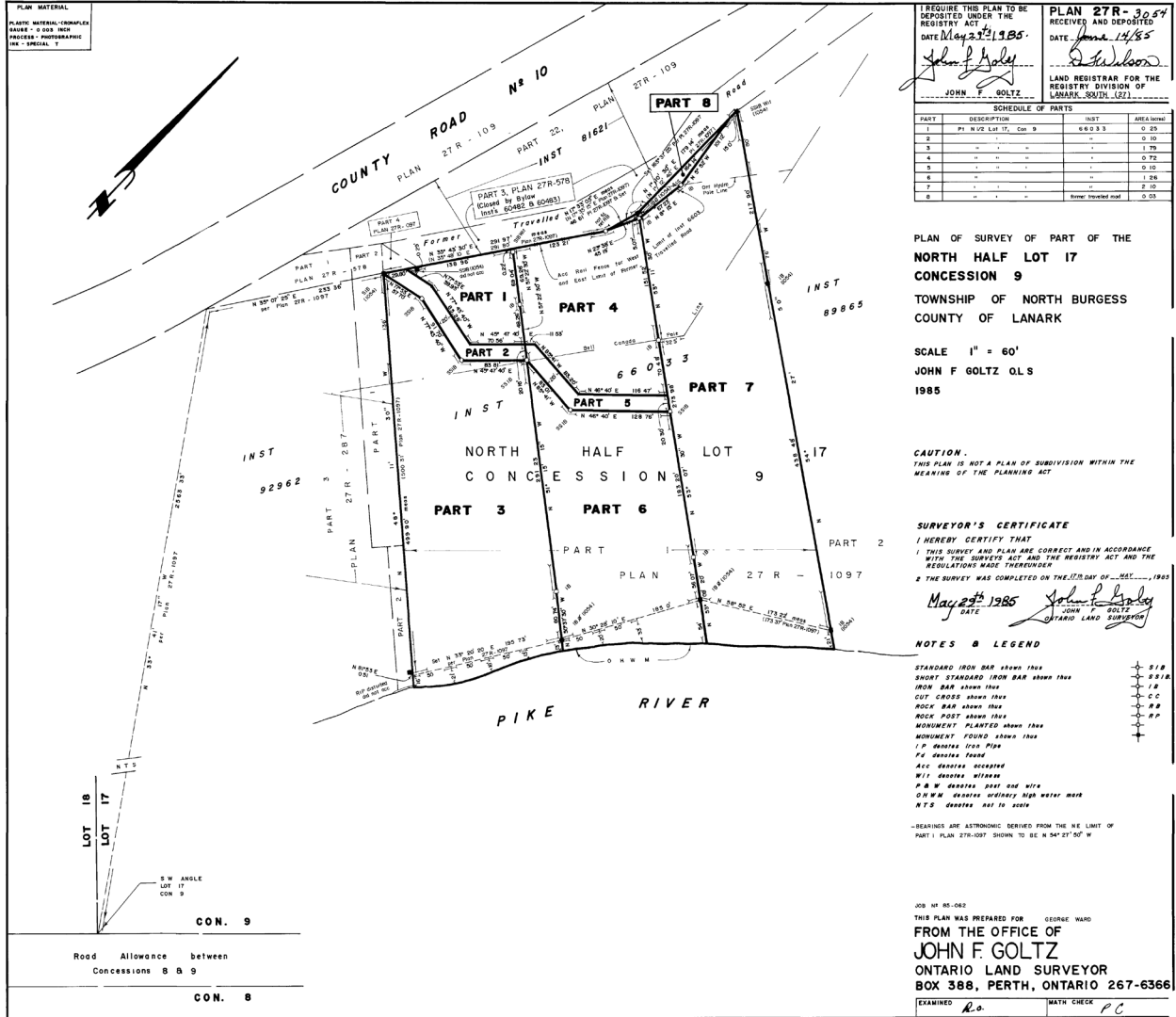
**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-028**

SCHEDULE "A"



THE CORPORATION OF TAY VALLEY TOWNSHIP BY-LAW NO. 2021-028

SCHEDULE "B"



THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2021-029

A BY-LAW TO AMEND ZONING BY-LAW NO. 2002-121, AS AMENDED (JONES – 433 COLIN FARMER ROAD) (PART LOT 2, CONCESSION 7, GEOGRAPHIC TOWNSHIP OF NORTH BURGESS)

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

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

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

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

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

1. GENERAL REGULATIONS

1.1 **THAT**, By-Law No. 2002-121, as amended, is further amended by amending the zoning from Seasonal Residential (RS) to Residential Limited Services Exception (RLS-185) on the lands legally described as Part Lot 2, Concession 7, geographic Township of North Burgess, now in Tay Valley Township, County of Lanark (Roll #091191102533702), in accordance with Schedule “A” attached hereto and forming part of this By-Law.

1.2 **THAT**, all other applicable standards and requirements of By-Law No. 2002-121 shall continue to apply to the subject property.

185 RLS-185 (Part Lot 2, Concession 7, North Burgess)

Notwithstanding Section 5.3.2 on the property zoned RLS-185 (433 Colin Farmer Rd) the following provisions shall prevail:

- side yard setbacks both North and South 5m

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-029**

Notwithstanding Section 3.29 of the By-Law, on the property zoned RLS-185 (433 Colin Farmer Rd) the minimum required water setback shall be 20 metres for all buildings and structures, including attached and unattached decks and gazebos.

Notwithstanding Section 3.30 of the By-Law, on the property zoned RLS-185 (433 Colin Farmer Rd) no encroachments shall be permitted.”

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

2. ULTRA VIRES

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

3. EFFECTIVE DATE

ENACTED AND PASSED this 25th day of May 2021.

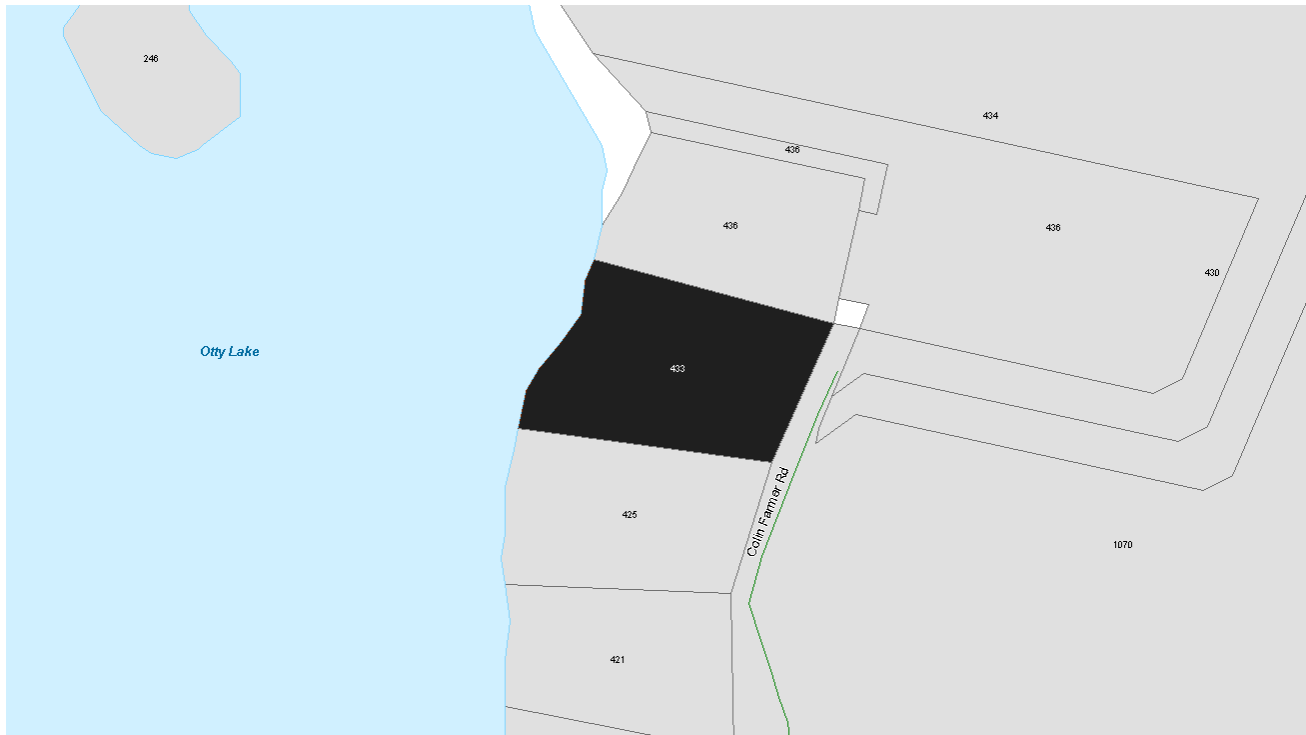
Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-029**

SCHEDULE "A"

JONES – 433 Colin Farmer Road
Part Lot 2, Concession 7
Geographic Township of North Burgess
Tay Valley Township



Area(s) Subject to the By-Law

To amend the Zoning provisions Seasonal Residential (RS) to Residential Limited Services-Special Exception (RLS-185)

Certificate of Authentication

This is Schedule "A" to By-Law 2021-029 passed this 25th day of May 2021.

Reeve

Clerk

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2021-030

A BY-LAW TO AMEND ZONING BY-LAW NO. 2002-121, AS AMENDED (MARSH – 607 BLACK LAKE ROAD) (PART LOT 19, CONCESSION 6, GEOGRAPHIC TOWNSHIP OF NORTH BURGESS)

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

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

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

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

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

1. GENERAL REGULATIONS

1.1 **THAT**, By-Law No. 2002-121, as amended, is further amended by amending the zoning from Seasonal Residential (RS) to Residential Exception (R-29) on the lands legally described as Part Lot 19, Concession 6, Geographic Township of North Burgess, now in Tay Valley Township, County of Lanark (Roll #091191102055000), in accordance with Schedule "A" attached hereto and forming part of this By-Law.

1.2 **THAT**, all other applicable standards and requirements of By-Law No. 2002-121 Section 5.1 shall continue to apply to the subject property.

29 R-29 (Part Lot 19, Concession 6, North Burgess)

Notwithstanding the provisions of Section 3.29, on the lands zoned R-29 the following provisions shall prevail:

- Water setback for dwelling (minimum) 21.5m

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-030**

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

2. ULTRA VIRES

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

3. EFFECTIVE DATE

ENACTED AND PASSED this 25th day of May 2021.

Brian Campbell, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-030**

SCHEDULE "A"

MARSH – 607 Black Lake Road
Part Lot 19 Concession 6
Geographic Township of North Burgess
Tay Valley Township



Area(s) Subject to the By-Law

To amend the Zoning provisions Seasonal Residential (RS) to Residential Limited Services-Special Exception (RLS-184)

Certificate of Authentication

This is Schedule "A" to By-Law 2021-030 passed this 25th day of May 2021.

Reeve

Clerk

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2021-031

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETINGS HELD ON APRIL 29TH AND MAY 4TH, 18TH AND 25TH, 2021

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

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

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

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

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

1. GENERAL REGULATIONS

- 1.1 **THAT**, the actions of the Council of the Corporation of Tay Valley Township at its meetings held on the 29th April and the 4th, 18th and 25th day of May, 2021 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of Tay Valley Township at its meetings is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
- 1.2 **THAT**, the Reeve and Proper Signing Official of the Corporation of Tay Valley Township are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of Tay Valley Township referred to in the preceding section hereof.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2021-031**

1.3 THAT, the Reeve and/or Deputy Reeve and Clerk and/or Deputy Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of Tay Valley Township.

2. ULTRA VIRES

Should any sections of this by-law, be declared by a court competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

3. EFFECTIVE DATE

ENACTED AND PASSED this 25th day of May, 2021.

Brian Campbell, Reeve

Amanda Mabo, Clerk