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**Tuesday, November 23<sup>rd</sup>, 2021**

**5:30 p.m.**

**Via GoToMeeting**

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GoToMeeting: <https://global.gotomeeting.com/join/124351837>

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Should you wish to speak at the meeting, please pre-register with the Deputy Clerk  
by noon on Monday, November 22<sup>nd</sup>  
Alternatively, please submit your comments in writing to the Deputy Clerk  
by noon on Tuesday, November 23<sup>rd</sup>  
[deputyclerk@tayvalleytwp.ca](mailto:deputyclerk@tayvalleytwp.ca)

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### **Members of the Public:**

Meetings are being 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.

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As the province of Ontario continues to take significant steps to limit the transmission of the COVID-19 virus, the Township continues to protect the health and safety of the public, Council, Committee and Board Members, and employees. Therefore, the Township is holding an electronic public meeting.

There will **NOT** be any ability to attend the public meeting in person to help prevent the spread of COVID-19. The public may participate by alternate means. The Township strongly encourages written comments to be submitted prior to the public meeting to [deputyclerk@tayvalleytwp.ca](mailto:deputyclerk@tayvalleytwp.ca). A video conference link will be available during the public meeting to enable the public to participate and make oral representations. There will also be the ability to view the meeting agenda and materials on an electronic device. The details to join the video conference and view the materials are located above.

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## 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
- 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 Planner to speak to each Application;
- for Members, 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;
- the same process will be used when the Applicant and the Public are asked for comments, anyone wishing to speak will need to unmute their mic and state their name and upon completion of your comment, re-mute your device

5:30 p.m. *Public Meeting - Budget*

### **Chair, Reeve Brian Campbell**

#### **1. CALL TO ORDER**

- i) Roll Call

#### **2. INTRODUCTION**

- The purpose of this public meeting is to hear feedback on the 2022 Budget.
- The Treasurer will provide a presentation of the proposed 2022 Budget and proposed Fee changes. Then, any person or public body will be heard.

#### **3. 2022 BUDGET – PUBLIC PRESENTATION – *attached, page 5.***

Richard Bennett, Acting Treasurer.

#### **4. PUBLIC COMMENTS AND QUESTIONS**

- i) Green Energy & Climate Change Working Group Comments – *attached, page 26.*
- ii) Registered Speakers.

**5. NEXT STEPS**

Committee of the Whole (Discuss Public Feedback) – December 7<sup>th</sup>, 2021  
Council Meeting (Adopt Budget) – December 14<sup>th</sup>, 2021  
Notice of Passing – December 15<sup>th</sup>, 2021

**6. ADJOURNMENT**

# 2022 BUDGET

# 2022 BUDGET Public Meeting

November 23, 2021



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## Public Meeting

- Overview of 2022 Draft Budget
- Comments or Questions from the Public

### Next Steps

Council will consider feedback from the Public Meeting at the Committee of the Whole Meeting on December 7<sup>th</sup>, 2021

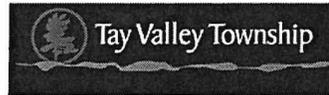


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## Introduction

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- In the preparation of this budget, staff did preliminary climate change considerations.
- The 2022 Draft Budget proposes that the Township increase the level of services and operations with the addition of the Community Service Coordinator and the Deputy Fire Chief positions.



3

## 2022 Estimated Total Taxable Assessment

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- 2022 Assessment     \$1,288,875,181
- 2021 Assessment     \$1,293,530,681
- Increase(Decrease) (\$4,655,500) or 0.36%
  - Increase Due to Phase-In = 0.00%
  - Increase Due to Growth = 0.00%
  - Decrease Due to Appeal = 0.36%



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## What does “no phase-in assessment” mean?

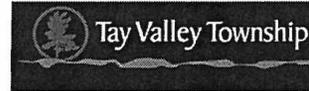
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2022 Assessment \$1,288,875,181 x 2021 Tax Rates

Extra Dollars Raised **\$0**

2020 was the last year where we saw a phase-in assessment and it resulted in approximately \$137,000 of extra taxation revenues for the Township.

2022 will not have an increase in taxation revenues with respect to phase-in.



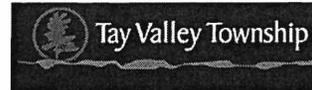
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## Summary

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➤ Proposed Levy Increase is **\$206,278** or **3.42%**

- Operational Increase = \$177,509 or 2.95%
- Reserve/Capital Increase = \$23,169 or 0.38%
- Debt Financing = \$5,600 or 0.09%



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## Impact on Residential Taxes

➤ Based on \$300,000 Residential Assessment:

➤ (Township portion of tax bill only)

■ 2021 Taxes	\$ 1,367.32
■ 2022 Taxes	\$ <u>1,414.14</u>
■ Increase	\$ 46.82

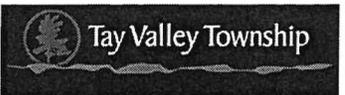
Proposed Residential Tax Rate Increase of 3.42%



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## Levy History

TAY VALLEY TOWNSHIP LEVY HISTORY			
	LEVY	CHANGE	
		\$	%
2006	3,073,000	171,000	5.89%
2007	3,279,000	206,000	6.70%
2008	3,437,000	158,000	4.62%
2009	3,659,000	222,000	6.46%
2010	3,790,000	131,000	3.58%
2011	4,006,000	216,000	5.70%
2012	4,237,000	231,000	5.77%
2013	4,369,000	132,000	3.12%
2014	4,447,700	78,700	1.80%
2015*	4,738,655	290,955	6.54%
2016**	5,005,109	266,454	5.62%
2017***	5,274,761	269,652	5.39%
2018****	5,406,203	131,442	2.49%
2019	5,591,758	185,555	3.43%
2020	5,825,774	234,016	4.19%
2021	6,023,048	197,274	3.39%
2022	6,229,326	206,278	3.42%



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## Operational Impacts

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- Salaries & Benefits budget to increase by \$91,693
- Contracted Services budget to increase by \$49,873
- Hydro/Natural Gas/Fuel budget to increase by \$11,100
- Insurance budget to increase by \$7,900
- Fire Board budget to increase by \$58,773
- Cemetery Maintenance new budget of \$10,000
- OPP Costing budget to decrease by \$9,105
- Supplies & Materials budget to reduce by \$16,850

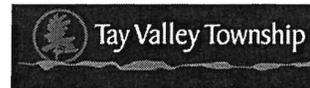


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## Operational Impacts - continued

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- Revenue to increase from reserve transfers of \$72,000
- OMPF grant will increase by \$17,700
- Fees & Service Charges budget to increase by \$13,127
- WDO Recycling Grant reduced by \$5,700
- Other Revenues budgets reduced by \$70,980



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## Transfers TO Reserves

Additional allocations included in this draft budget:

- 2% increase to all reserve contributions from 2021 budget
  - Increase \$ 23,169

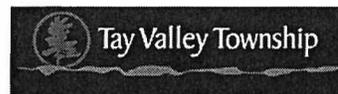
This is to recognize that operating and specifically capital expenses are also increasing. As per the 10 year capital plan both reserve contributions and capital expenses are shown with an increasing factor of 2%.



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## Reserves and Reserve Funds

➤ Total Estimated Balance at Dec. 31, 2021	<b>\$4,537,402</b>
➤ PLUS: Draft Contributions to Reserves in 2022	<b>\$1,181,632</b>
➤ LESS: Draft Anticipated Expenses for 2022	<b>- \$2,456,294</b>
➤ Total Estimated Balance at Dec. 31, 2022	<b>\$3,262,740</b>

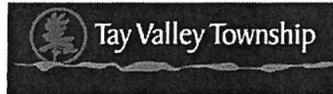


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## Deferred Revenues (Development Charges & Parkland)

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➤ Total Estimated Balance at Dec. 31, 2021	<b>\$ 346,703</b>
➤ PLUS: Draft Contributions to Reserves in 2022	<b>\$ 105,000</b>
➤ LESS: Draft Anticipated Expenses for 2022	<b><u>- \$ 345,031</u></b>
➤ Total Estimated Balance at Dec. 31, 2022	<b>\$ 106,672</b>



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## Debt

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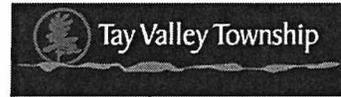
- **Municipal Office / Garage**
  - \$46,700/year and expires 2035
- **South Sherbrooke Fire Station**
  - \$16,400 /year and expires 2036
- **Bolingbrooke Bridge**
  - \$80,595 /year and expires 2046



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## 2022 Capital Replacements Overview

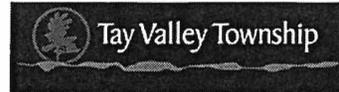
- 2022 Capital Replacements/Projects were prioritized from the 10 Year Capital Plan.
- Capital Expenses/Infrastructure Renewals and Special Programs are primarily funded by reserves and/or grants. They can also be funded by levy (current year tax) or borrowing.



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## Council Mandated & Committed Projects for 2022

■ Official Plan		\$ 30,000
■ Inclusive Community Project		\$ 30,000
■ Pay Equity		\$ 40,800
■ Harassment Policy Update		\$ 10,000
<b>Total 2022 Projects</b>		<b>\$110,800</b>
<i>Development Charges</i>	\$ 7,500	
<i>Official Plan Reserve</i>	\$ 22,500	
<i>Modernization Funds</i>	\$ 2,980	
<i>Inclusive Community Grant</i>	\$ 27,020	
<i>Special Contingency Reserve</i>	\$ 50,800	



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## Health, Safety and Environment Projects

■ Waste Audit		\$ 7,500
■ Waste Management Master Plan		\$ 22,500
■ Waste Site – new wells <i>*provisional</i>		\$ 10,000
■ Waste Site – Glen Tay – trees <i>*replacement/moving</i>		\$ 5,000
■ Weigh Scales and Software <i>*provisional</i>		\$ 60,000
■ E. Limit of Waste and Final Cover		\$ 40,000
■ <b>Total 2022 Projects</b>		<b>\$145,000</b>
<i>Development Charges</i>	\$ 2,250	
<i>Mun. Modernization Grant</i>	\$ 20,250	
<i>Modernization Funds</i>	\$ 67,500	
<i>Special Contingency Reserve</i>	\$ 10,000	
<i>Waste Sites Reserve</i>	\$ 45,000	



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## Roads



■ Road Deficiencies Program		\$ 30,000
■ Road Condition Assessment		\$ 16,830
■ Anglican Church Road – preservation		\$ 143,820
■ Cameron Side Road – reconstruction		\$ 759,900
■ Zealand Road – culvert replacement		\$ 47,000
■ Glen Tay Road (CR 10 to CR 6) - preservation		\$ 174,420
■ Harper Road – Shouldering		\$ 35,000
■ Gravel to Surface Treatment (2 km)		\$ 244,800
<b>Total 2022 Projects</b>		<b>\$1,451,770</b>
<i>Development Charges</i>	\$ 148,524	
<i>Road Construction Reserve</i>	\$ 953,246	
<i>Federal Gas Tax Reserve</i>	\$ 300,000	
<i>OCIF-Formula Based Grant</i>	\$ 50,000	

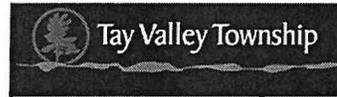


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## Roads – Anglican Church Road



- Last resurfaced in 2008
- Pavement Preservation (Microsurfacing)
- 3.3 km in length
- Should extend life of roadway by 8-10 years

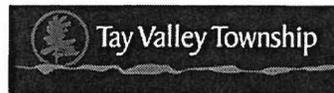


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## Roads – Cameron Side Road

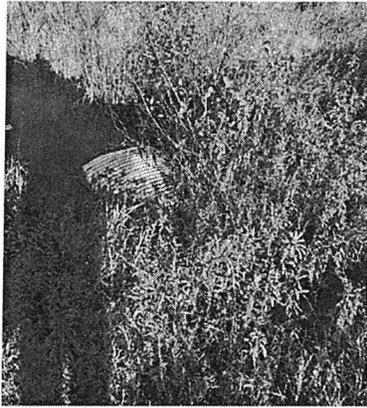


- Unknown when last resurfaced
- Full reconstruction including ditching, culvert replacements, new road surface
- 3.6 km in length

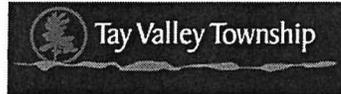


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## Roads – Zealand Road (Culvert)



- Existing culvert is showing signs of failure
- Unknown age
- Scope includes culvert replacement, new road materials and paving.

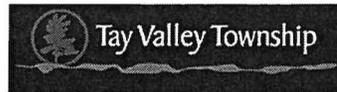


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## Roads – Glen Tay Road (CR6 to CR10)

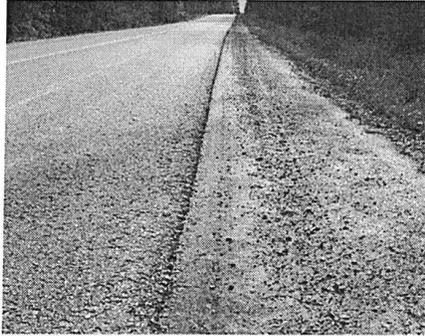


- Reconstructed in 2007
- Pavement Preservation (Microsurfacing) was included in 10-year plan
- Alternatively, asphalt overlay could be completed to pave the shoulder
  - Active transportation link between CR10 and CR6
  - Less shoulder maintenance

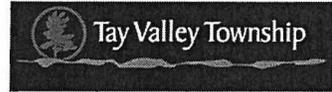


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## Roads – Harper Road (Shouldering)



- Reconstructed in 2015
- Lack of gravel material on shoulder causes a drop off at the edge of pavement
- Safety concern

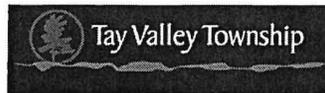


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## Roads – Gravel to Surface Treatment



- Project included in the updated Development Charges By-Law
- Further discussions are required to develop the criteria regarding which road is converted first.



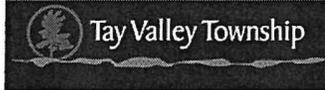
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## Bridges

- |   |            |
|---|------------|
| ■ Second Line Road – Construction                               | \$ 266,000 |
| ■ Glen Tay Road Open Footing Culvert - engineering              | \$ 10,200  |
| ■ 5 <sup>th</sup> Concession Culvert Replacement - construction | \$ 71,400  |

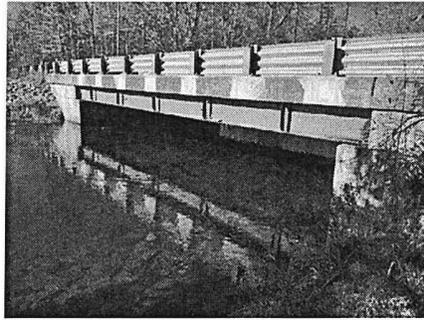
**Total 2022 Projects** **\$347,600**

*Bridge Construction Reserve* \$ 347,600



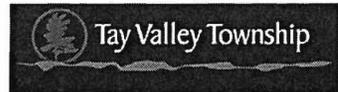
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## Bridges - Second Line Road Bridge



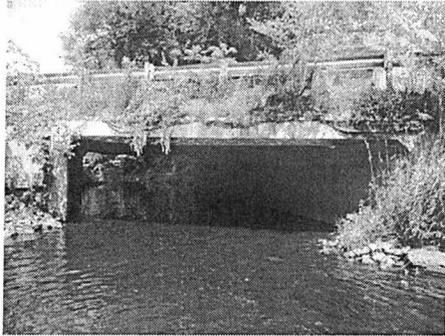
Underwent minor rehabilitation in 2015 – scope of work focused on guiderails and barriers

2022 scope of work includes recoating steel girders, bearing replacement and isolated concrete repairs.

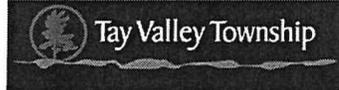


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## Bridges – Glen Tay Open Footing Culvert



- Design in 2022 with anticipated construction to follow in 2023.

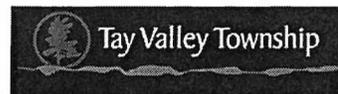


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## Bridges – Bathurst 5<sup>th</sup> Concession Culvert



- Like-for-like replacement
- Existing culvert is failing



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## Vehicles

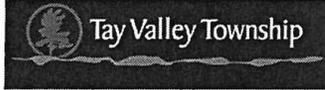
■ Replace Water Tank	\$ 39,500
■ Replace 2007 Volvo Grader	\$ 402,900
■ Replace CBO Vehicle - Hybrid/Electric	\$ 45,700
■ Emergency Response Trailer	\$ 12,750
■ Fire Pumper Truck (Joint)	\$ 54,000
■ Deputy Fire Chief Vehicle (Joint)	\$ 27,000
■ Pumper Truck (South Sherbrooke)	\$ 50,000
■ <b>Total 2022 Projects</b>	<b>\$631,850</b>

*Development Charges* \$ 131,000

*Special Contingency Reserve* \$ 35,700

*Road Equipment Reserve* \$ 455,150

*Other Grants* \$ 10,000



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## Vehicles - Water Tank

- Ordered in 2021 but has not arrived due to parts shortage
- Expected delivery is spring 2022



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## Vehicles – Grader



- Replacing 2007 Volvo Grader
- Existing grader has had significant repairs in the past years
- Used to grade the gravel roads north of HWY 7
- No electric options available but replacement will meet the latest emission standards.



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## Vehicles – CBO Vehicle



- Replacing 2013 Mitsubishi RVR
- Used by CBO
- Replacement will be either an Electric or Hybrid vehicle



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## Vehicles – Emergency Trailer



- New addition to the fleet
- Will store emergency road closure signs and improve response time to emergencies



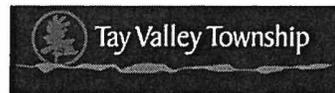
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## Buildings

■ Building Condition Assessment	\$ -
■ Waste Site Accessibility Ramps	\$ 91,728
■ Council Chamber Accessibility Ramp - fix	\$ 4,550
■ Automatic Transfer Switch	\$ 11,600
<b>■ Total 2022 Projects</b>	<b>\$107,878</b>

*Modernization Fund* \$ 11,600

*Enabling Accessibility Grant* \$ 96,278



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## Recreation

■ Forrest Trail	\$ 195,000
■ Glen Tay Swimming Hole	\$ 11,475
■ Maberly Outdoor Facility (If Grant Rec'd)	\$ 106,000
<b>Total 2022 Projects</b>	<b>\$312,475</b>

<i>Development Charges</i>	\$ 48,257
<i>Cash in Lieu Parkland</i>	\$ 7,500
<i>Recreation Capital Reserve</i>	\$ 34,218
<i>Recreation Funding Reserve</i>	\$ 3,000
<i>Covid Funds</i>	\$ 45,000
<i>Other Grants</i>	\$174,500

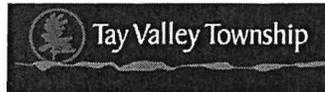


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## Minor Capital

■ Councillor Technology	\$ 7,500
■ Property Tax Software	\$ 29,500
■ Asset Management Software	\$ 35,000
<b>Total 2022 Projects</b>	<b>\$ 72,000</b>

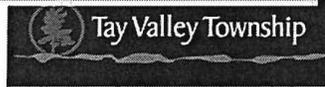
*Modernization Funds* \$ 72,000



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# Proposed Fee Amendments

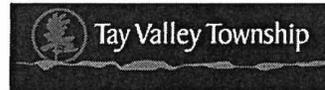
Service	Per By-Law 2020-056	Proposed Change
ROAD NAMING		\$2,300 (\$300 Fee + \$2,000 deposit)
ROAD ASSUMPTION PROCESS	\$2,300 (\$300 Fee + \$2,000 deposit)	Road up to 60 meters long: \$2,300 (\$300 Fee + \$2,000 deposit) Road over 60 meters long: \$3,000 (\$1,000 fee + \$2,000 deposit)
COMMITTEE OF ADJUSTMENT MINOR VARIANCE	\$600	\$800
LIMITED SERVICES AGREEMENT	\$650 (\$250 Fee + cost; Deposit \$400)	\$700 (\$300 Fee + cost; Deposit \$400)
ROAD ACCESS AGREEMENT - UNASSUMED PRIVATE ROADS	\$650 (\$250 Fee + cost; Deposit \$400)	\$700 (\$300 Fee + cost; Deposit \$400)
ROAD ACCESS AGREEMENT - UNOPENED ROAD ALLOWANCES		
CONSENT - CASH IN LIEU OF PARKLAND CONTRIBUTION (NON-WATERFRONT)	\$400	\$500



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# Proposed Fee Amendments continued

Service	Per By-Law 2020-056	Proposed Change
CONSENT - CASH IN LIEU OF PARKLAND CONTRIBUTION (WATERFRONT)	\$600	\$700
ROAD NAME SIGN	\$52	\$65
ROAD ENTRANCE PERMIT	\$80	fees need to be updated to match the current fee breakdown
ROAD EXCAVATION APPLICATION		\$100
TEMPORARY OCCUPANCY OF TOWNSHIP ROAD APPLICATION		\$100
Zoning By-Law Amendment	\$1,400 (\$1,000 Fee + \$400 deposit)	\$1,550 (\$1,000 Fee + \$550 deposit)
Consent Applications (Non-Waterfront)	\$400	\$800 for 1st application and \$300 for 2nd and 3rd application

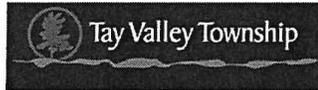


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## Questions and Comments

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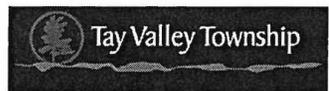


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## 2022 Draft Budget

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**Thank you!**



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# **PUBLIC COMMENTS & QUESTIONS**

**PUBLIC MEETING - BUDGET**  
**November 23<sup>rd</sup>, 2021**

**2022 BUDGET SUBMISSION**  
**FROM GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP**

**WORKING GROUP RECOMMENDATION(S)**

It is recommended that Council and staff take into consideration the following recommendations from the Green Energy and Climate Change Working Group:

- an Electric Vehicle be purchased for the Chief Building Official's replacement vehicle to take advantage of Lanark County's pledge to match federal incentives for Electric Vehicle purchases (to a total of \$10,000);
- an Electric Vehicle purchase be proposed to the Fire Board for the new Deputy Fire Chief's vehicle to take advantage of Lanark County's pledge to match federal incentives for Electric Vehicle purchases (to a total of \$10,000);
- the charging station to be installed at the municipal building on Harper Road for the Chief Building Official's vehicle also be available to the public; and
- as other opportunities to reduce energy costs and Greenhouse Gas production become available (e.g., Building Condition Assessments; Waste Management Plan, etc.) staff will bring reports back to Council identifying appropriate actions.

**BACKGROUND**

When Tay Valley Township Council adopted its Climate Action Plan in 2020, it approved the use of a Climate Lens for staff to review policy decisions, operational decisions, and budget decisions. Many municipalities in Ontario and across the country have similarly adopted a Climate Lens for budget reviews and the Federal government has mandated the use of a Climate Lens for infrastructure projects.

The Township's Green Energy and Climate Change Working Group met Friday, November 12, 2021 to look at the Township's proposed 2022 budget using the Climate Lens. The Working Group acknowledged the preliminary work of staff to consider climate change implications of the budget and went on to provide their expertise to look for further suggestions.

**DISCUSSION**

**Capital Budget**

A number of the line items in the capital budget do not have climate change implications e.g., Update of the Harassment Policy.

Other items in the budget will identify opportunities to reduce greenhouse gases and increase energy efficiency but more information is required before clear options can be articulated.

For example, the Waste Audit will provide information on the composition of the Township's waste. The subsequent Waste Management Master Plan will identify ways to stream more types of waste out of the landfill to either be recycled or composted to a greater degree than occurs now. The more material that is streamed out of the landfill and into composting, the less methane the landfill will produce. Because methane is such a high climate change accelerator, the more the Township can reduce the production of methane, the sooner it can meet its climate change reduction targets.

The Building Condition Assessments will identify the state of the Township's built assets. Decisions will be made for any needed retrofits or replacements. A portion of the Township's greenhouse gas emissions come from heating the main building of the Township with natural gas (methane). Alternative heating sources may be possible pending the results of the assessment and any financial incentives.

Other items are already proposed in the 2022 Budget that will reduce greenhouse gas emissions and costs to the Township or mitigate greenhouse gas emissions.

Gravel to Surface Treatment of roads is expected to save the Township money because less grading will be required and less running of the graders will also reduce greenhouse gas emissions.

Electric Vehicle purchases for the Chief Building Official (CBO) vehicle and possibly the Deputy Fire Chief vehicle will reduce greenhouse gas emissions and save costs as there will be no gas fuel costs and greatly reduced maintenance and repairs required due to there being fewer engine parts than an internal combustion engine. The U.S. Office Of Energy Efficiency and Renewable Energy has recently released information on how much cheaper electric vehicles are to run and all US federal government fleet vehicles will be electric vehicles. Staff have identified at least three options for all wheel drive crossover utility vehicles that would suit the needs of the CBO.

Planting trees along the berm of the Glen Tay Waste Site can contribute to carbon capture. Identifying which trees capture carbon the quickest would be an appropriate action to augment this line item. Similarly, retaining trees on the site of the proposed Forest Trail park will also help to sequester carbon.

### **Operating Budget**

The operating budget provides an opportunity to change the way work is done in the Township. For example, managing the heating of the main office building, exploring options to reduce idling vehicles outside of the office, replacing gas powered tools with electric, and composting food waste from the office will all contribute to reducing greenhouse gases.

Letting residents know about how the municipality is reducing its greenhouse gases will encourage residents to follow suit and help the Township meet its Climate Action Plan targets. For example, many people may not be aware that two-stroke engines used in gas-powered lawn and yard equipment have been shown to emit more than 20 times the carbon monoxide of a vehicle and the National Capital Commission has banned their use by 2023.

## **CLIMATE CONSIDERATIONS**

Targeted reductions for energy use, costs and greenhouse gas emissions established in the Climate Action Plan can be achieved by implementing these suggestions.

## **FINANCIAL CONSIDERATIONS**

None at this time. Individual reports on proposed purchases with life cycle cost comparisons will be requested as part of the tendering process for capital projects. A report to Council will come back with this information before any purchases are made.

A report from staff is being prepared for the December Committee of the Whole Meeting that will outline potential funding sources for climate change initiatives identified by a recent Federation of Canadian Municipalities conference.

## **CONCLUSIONS**

To meet the reduction in greenhouse gas emissions and savings on energy identified in Tay Valley's Climate Change Action Plan, Tay Valley must change from doing business as usual to a new way of doing business. This new approach must consider lifecycle costs and climate change implications.

## **ATTACHMENTS**

None.

## **MEMBERS OF THE GECCWG**

- Deputy Reeve Barrie Crampton, Chair
- Councillor Rob Rainer
- Bob Argue
- Doug Barr
- Jennifer Dickson
- Peter Nelson
- David Poch