



**“SPECIAL” COUNCIL MEETING
AGENDA**

Thursday, September 21st, 2023
5:30 p.m.
Municipal Office – Council Chambers – 217 Harper Road

5:30 p.m. *“Special” Council Meeting*

Chair, Reeve Rob Rainer

1. CALL TO ORDER

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

3. DELEGATIONS AND PRESENTATIONS

i) **2023-2026 Strategic Plan.**

Amanda Mabo, Chief Administrative Officer/Clerk and Rob Adams, Consultant.

- Draft Strategic Plan – *attached, page 4.*
- Draft Survey – *attached, page 17.*

Suggested Motion by Deputy Reeve Fred Dobbie:

“THAT, the Draft 2023-2026 Strategic Plan and survey be released to the public for their feedback;

AND THAT, the results of the survey be shared with Council prior to making a final decision on the 2023-2026 Strategic Plan.”

4. CONFIRMATION BY-LAW

- i) **By-Law No. 2023-040 - Confirmation By-Law – September 21st, 2023 – attached, page 21.**

Suggested Motion by Councillor Marilyn Thomas:

“THAT, By-Law No. 2023-040, being a by-law to confirm the proceedings of the Council meeting held on September 21st, 2023, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

5. ADJOURNMENT

DELEGATIONS AND PRESENTATIONS



TAY VALLEY
TOWNSHIP
STRATEGIC PLAN
2023-2026

JUNE 2023





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and Values

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Our Vision

Tay Valley Township is an inclusive rural community that honours our culture, heritage and natural landscape, where people strive to improve the quality of life for all



Our Mission and Values

To deliver efficient and effective services for the benefit of residents, visitors and businesses

- 1** *Respectful* - Valuing the role that each employee plays in making Tay Valley a great community regardless of title or position.
- 2** *Accountable* - Demonstrating value for tax dollars and visible progress on municipal initiatives.
- 3** *Future-Focused* - Striving for solutions and a vision for the community that is forward-thinking and innovative.

Strategic Priorities



Strong Community

Planning and Development

- Undertake a growth management plan
- Comprehensive zoning by-law review including co-housing and cannabis policies
- Adopt dark skies policy



Waste Management Master Plan

- Prepare and undertake blue box transition
- Investigate and implement composting options
- Review waste disposal site layout and optimize hours of operation
- Install temporary infrastructure for larger reuse items
- Investigate user pay system for household waste
- Consider feasibility of pilot for construction demolition recycling
- Investigate the implementation of mattress and glass recycling

Strategic Priorities



Strong Community



Accessibility

- Develop and implement an updated multi-year accessibility plan



Age-Friendly Community Plan

- Introduce seniors programs and seminars
- Approach Lanark County to discuss collaborative transportation
- Promote available health resources, programs, and 211



Strategic Priorities



Healthy Environment



Climate Action Plan

- Meet corporate Greenhouse Gas reduction target of 55% and community reduction target of 45%
- Implement the home energy retrofit program
- Communicate community climate actions
- Install electric vehicle chargers
- Facilitate planting of 10,000 trees/year and incentivize personal commitments to plant 10/person/year
- Develop a climate adaptation plan
- Support the Lanark Leeds Home Builders Association zero emission construction through green development standards
- At the beginning of the council term (2026), amend Green Energy and Climate Change Working Group Terms of Reference to add new tasks that meet the Climate Action Plan

Strategic Priorities



Healthy Environment



Environmental Protection

- Develop communal septic and water systems, site alteration and shoreline disturbance policies
- Update mandatory septic re-inspection program to include all lakes and rivers

Strategic Priorities



Thriving Culture, Economy and Tourism



Recreation Master Plan

- Complete redevelopment of Glen Tay Swimming Area, Maberly Community Park, and Otty Lake Boat Launch
- Open Forest Trail Park to the public
- Redevelop Noonan and Mississippi River Access Point, and O'Neill Park
- Install bike racks and picnic tables at the remaining outdoor facilities
- Expand promotion of community halls
- Design and install information nodes and organize programming in Forest Trail Park
- Develop maintenance plan for community halls
- Continue planning for multi-use recreation facility with neighbouring municipalities
- Highlight and promote opportunities for recreational activities on Crown Land
- Undertake Parks plan for the land behind Maberly Community Hall



Strategic Priorities



Thriving Culture, Economy and Tourism



Culture

- Redevelop Fagan Lake Cemetery and Olde Private Burying Site
- Bring Bolingbroke and Pinehurst cemeteries into compliance



Economic Development and Tourism

- Establish and implement Economic Development and Tourism Action Plan
- Develop 25th Anniversary Business Recognition Program
- Reintroduce Legacy Farms Program

Strategic Priorities



Sustainable Finances



Asset Management

- Add core assets, current levels of service, and the cost of maintaining those services to the Asset Management Plan
- Implement Asset Management Software
- Add lifecycle management and financial strategy to the Asset Management Plan
- Adopt long-term financial plan



Fiscal Responsibility

- Undertake cost recovery reviews of the building and planning departments
- Conduct a pay equity and compensation review
- Implement pre-consultation fees for planning applications
- Implement additional fees for complicated planning applications

Strategic Priorities



Good Governance



Human Capital

- Discuss quarterly team building activities
- Updated Harassment and Violence in the Workplace and Employee Recognition policies
- Adopt Work Life Balance and formal training policies



Communications

- Create internal and external communication strategies
- Develop a Social Media policy
- Explore live streaming/broadcasting of the Committee of the Whole and Council meetings
- Introduce the "Did You Know" series and Annual Municipal Report Card
- Hold 25th Anniversary Celebrations
- Produce 2024 Tay Valley Guide
- Compile and present annual Strategic Plan progress reports

Strategic Priorities



Good Governance



Process Improvement

- Implement electronic timesheets, building permit and planning applications, and an online tax look-up system
- Complete a functional assessment of the Public Works department
- Develop Reserve Funds Management, Investment and Credit Card policies
- Update Procurement policy, Procedural and Building by-laws, and Codes of Conduct
- Review access to Winter Sand policy
- Develop and implement Standard Operating Procedures across the organization
- Upgrade photocopiers and telephone system
- Procure and implement budgeting software





Tay Valley Township Community Survey

Every four years, the newly elected council, with the help of township staff and the community, prepares a strategic plan that identifies the vision, mission, values, goals and priorities that will guide the township's next four years.

In early 2023, council and senior township staff began the process by developing a draft strategic plan that identifies seven priorities:

1. Strong Community
2. Healthy Environment
3. Thriving Culture, Economy and Tourism
4. Sustainable Finances
5. Good Governance

Tay Valley residents, the businesses and stakeholders are encouraged to review the draft strategic plan and provide feedback through the survey below which **will be open until October 31st**.

[Sign in to Google](#) to save your progress. [Learn more](#)

* Indicates required question

Do you agree with the outlined draft priorities? *

Click [here](#) for a more detailed description of the draft priorities and their initiatives.

- Yes
- No

If you do not, what are your recommended priorities?

Your answer

If you agree with the priorities in the draft strategic plan, please rank the priorities using numbers 1 to 5 (where 1 is the most important and 5 is the least important). *

Please assign each number only once.

	1	2	3	4	5
Healthy Environment	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Good Governance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strong Community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Thriving Culture, Economy and Tourism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sustainable Finances	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

When you consider the initiatives identified to support each priority, are there any missing? *

Click [here](#) to review initiatives

Yes

No

If so, what is missing?

Your answer

Are there other threats or opportunities that should be captured? *

Yes

No


Please provide additional threats and opportunities that you think should be captured.

Your answer

Please provide any other comments you have that would strengthen the draft strategic plan.

Your answer

Submit

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Clear form

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2023-040

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETING HELD ON SEPTEMBER 21ST, 2023

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

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

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

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

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

1. GENERAL REGULATIONS

- 1.1 **THAT**, the actions of the Council of the Corporation of Tay Valley Township at its meeting held on the 21st day of September, 2023 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of Tay Valley Township at its meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
- 1.2 **THAT**, the Reeve and Proper Signing Official of the Corporation of Tay Valley Township are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of Tay Valley Township referred to in the preceding section hereof.
- 1.3 **THAT**, the Reeve and/or Deputy Reeve and Clerk and/or Deputy Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of Tay Valley Township.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2023-040**

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 21th day of September 2023.

Rob Rainer, Reeve

Amanda Mabo, Clerk