



## COMMITTEE OF THE WHOLE AGENDA

Tuesday, December 5<sup>th</sup>, 2023  
Immediately following the Public Meeting – Zoning By-Law Amendment at 5:30 p.m.  
Municipal Office – Council Chambers – 217 Harper Road

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5:30 p.m. *Public Meeting – Zoning By-Law Amendment*  
Following *Committee of the Whole Meeting*

***Chair, Councillor Andrew Kendrick***

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

- i) **Public Meeting: Zoning By-Law Amendment(s) – November 21<sup>st</sup>, 2023 – *attached, page 7.***

*Suggested Recommendation:*

*“**THAT**, the minutes of the Public Meeting – Zoning By-Law Amendment(s) held on November 21<sup>st</sup>, 2023, be approved.”*

5. **DELEGATIONS & PRESENTATIONS**

None.

6. **PRIORITY ISSUES**

- i) **Proposed Zoning Amendment - File #ZA23-04: Candice St. Pierre (147 Horseshoe Bay, Concession 3, Part Lot 17, Geographic Township of North Burgess)**  
Noelle Reeve, Planner.

- ii) **Report #PD-2023-27 – Part Lot Control Exemption By-Law (Burgesswood Subdivision) – attached, page 11.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

**“THAT**, PL-25 (Burgesswood Subdivision) be amended through a by-law providing part lot control exemption between Lots 49 and 50, geographic township of North Burgess (Roll #0911-911-010-48204 and Roll #0911-911-010-27053) known locally as 741 and 751 McLaren Road to clarify the location of the current septic easement so that it is located on the property that it serves.”

- iii) **Report #PD-2023-28 – Response to Enbridge Request for Blanket Support for Expansion of Natural Gas – attached, page 19.**  
Noelle Reeve, Planner.

*Suggested Recommendation to Council:*

**“THAT**, the Council of the Corporation of Tay Valley Township adopt the resolution proposed by Climate Network Lanark to send to the Ministry of Energy’s consultation on the future of natural gas expansion and home heating costs, ERO 019-7506, by December 15, 2023;

**AND THAT**, this resolution be circulated to the President of AMO, Colin Best; Premier Doug Ford; Minister of Energy, Todd Smith; Minister of Finance, Peter Bethlenfalvy; MPP John Jordan, and to all regional municipalities from whom Enbridge has requested support of the proposed changes.”

- iv) **Report #PW-2023-25 – EV ChargeOn Grant Application – attached, page 30.**  
Sean Ervin, Public Works Manager.

*Suggested Recommendation to Council:*

**“THAT**, the Corporation of Tay Valley Township commit to the upset limit of \$11,600 as the municipality’s contribution of the EV ChargeON Grant Application;

**THAT**, the \$11,600 be funded from the Contingency Reserve unless other grant opportunities are available;

**AND THAT**, the Chief Administrative Officer/Clerk be authorized to submit an application under the EV ChargeON program for the installation of two Level 2 EV Chargers at the Municipal Office prior to the January 31, 2024 deadline.”

- v) **Report #FIN-2023-10 – Property Tax Due Dates – attached, page 33.**  
Ashley Lisnick, Treasurer.

*Suggested Recommendation to Council:*

**“THAT**, the interim tax due dates be on February 27<sup>th</sup>, 2024 and April 26<sup>th</sup>, 2024;

**AND THAT**, the final tax due dates be on July 29<sup>th</sup>, 2024 and September 26<sup>th</sup>, 2024.”

- vi) **Report #CAO-2023-23 – Lanark County OPP Detachment Police Services Board Council Appointee – attached, page 37.**  
Amanada Mabo, Chief Administrative Officer/Clerk.

*Suggested Recommendation to Council:*

**“THAT**, the Reeve for Tay Valley Township be appointed as the Council representative to the new Lanark County OPP Detachment Police Services Board which is scheduled to come into effect sometime in 2024.”

- vii) **Report #CAO-2023-24 – Recreation Cost Sharing Agreement – attached, page 43.**  
Amanada Mabo, Chief Administrative Officer/Clerk.

*Suggested Recommendation to Council:*

**“THAT**, the Council of Tay Valley Township notify the Town of Perth and the Townships of Drummond/North Elmsley and Lanark Highlands that Tay Valley Township is prepared to enter into a new Recreation Cost Sharing Agreement with the four (4) municipalities, effective January 1, 2024 that would include the Perth Arena, Perth Pool and Lanark Highlands Arena subject to the final agreement being brought back to Council for approval.”

- viii) **Traffic Advisory Working Group – attached, page 77.**  
Amanada Mabo, Chief Administrative Officer/Clerk.

- ix) **2024 Budget Discussion.**

*Suggested Recommendation to Council:*

**“THAT**, a by-law to adopt the 2024 Budget be brought forward at the December 12<sup>th</sup>, 2023 Council Meeting.”

- x) **Updated Fees and Charges.**

*Suggested Recommendation to Council:*

**“THAT**, the necessary by-laws to implement the updated fees and charges for 2024 be brought forward at the December 12<sup>th</sup>, 2023 Council Meeting.”

## 7. CORRESPONDENCE

- i) **23-11-30 – Council Communication Package – cover sheets attached, page 83.**

*Suggested Recommendation to Council:  
“THAT, the 23-11-29 Council Communication Package be received for information.”*

- ii) **Rideau Lake Road Petition – attached, page 87.**

*Suggested Recommendation to Council:  
“THAT, the Rideau Lake Road Petition dated November 28, 2023 be received for information.”*

## 8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

- i) **Bolingbroke Cemetery Board – deferred to the next meeting.**  
Councillor Wayne Baker.

- ii) **Committee of Adjustment**

23-11-27 – DRAFT Committee of Adjustment Hearing Minutes – *attached, page 96.*

- iii) **Fire Board – deferred to the next meeting.**  
Councillor Wayne Baker, Councillor Greg Hallam, Councillor Marilyn Thomas

- iv) **Library Board**  
Councillor Andrew Kendrick.

23-10-16 – Perth and District Union Public Library Board Minutes – *attached, page 99.*

- v) **Pinehurst Cemetery Board**  
Deputy Reeve Fred Dobbie.

23-11-16 – DRAFT Pinehurst Cemetery Board Minutes – *attached, page 101.*

- vi) **Police Services Board.**  
Reeve Rob Rainer.

23-11-28 – DRAFT Police Services Board Minutes – *attached, page 105.*

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

Councillor Greg Hallam and Councillor Angela Pierman

- vii) **Municipal Drug Strategy Committee** – *deferred to the next meeting.*  
Councillor Korrine Jordan.
- ix) **Mississippi Valley Conservation Authority Board** – *deferred to the next meeting.*  
Councillor Andrew Kendrick.
- x) **Rideau Valley Conservation Authority Board** – *deferred to the next meeting.*  
Councillor Angela Pierman.
- xi) **County of Lanark**  
Reeve Rob Rainer and Deputy Reeve Fred Dobbie.

**9. CLOSED SESSION**

None.

**10. DEFERRED ITEMS**

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

- ***See Township Action Plan – distributed separately to Council***

**11. ADJOURNMENT**

# MINUTES

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

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**Tuesday, November 21, 2023**

**5:30 p.m.**

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

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**ATTENDANCE:**

**Members Present:** Chair, Councillor Korrine Jordan  
Reeve Rob Rainer  
Deputy Reeve Fred Dobbie  
Councillor Wayne Baker  
Councillor Greg Hallam  
Councillor Andrew Kendrick  
Councillor Angela Pierman  
Councillor Marilyn Thomas

**Staff Present:** Amanda Mabo, Chief Administrative Officer/Clerk  
Aaron Watt, Deputy Clerk  
Noelle Reeve, Planner

**Public Present:** Deven Roberts, Applicant

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**1. CALL TO ORDER**

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

**2. INTRODUCTION**

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

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

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

### 3. APPLICATIONS

i) **FILE #ZA23-08: 1000654129 Ontario Inc.  
30 Highway 511  
Concession 3, Part Lot 27,  
Geographic Township of Bathurst**

a) **PLANNER FILE REVIEW & PROPOSED BY-LAW**

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

b) **APPLICANT COMMENTS**

None.

c) **PUBLIC COMMENTS**

The Planner confirmed that no comments had been received through the application process, an email had been received this afternoon from residents indicating that they own the adjacent 16+ acre property (approximately 640 feet fronts onto 511 running towards Highway 7).

They indicated that recently the need for more housing has become very evident and they intend to explore the option of Residential Zoning for the property in the near future. If the rezoning to industrial takes place, they would have restrictions on approximately 1/3 of the property frontage on 511. Together with the relatively recent flood plain designation on the property, this rezoning impact will be significant to the future development of their property.

Given this they are opposed to the proposed zoning by-law amendment.

The concerns as expressed in the email were discussed and it was confirmed by the Planner that the applicant's intended use of the property does not impact the neighbouring property as expressed in the email. The neighbours overestimated the distance of impact to their property. There is potential to still have three (3) severances on the property. The only impact would be a set back of 30 metres. The use of the property will not be affected so the Planner is still recommended approval of the re zoning.



d) RECOMMENDATION

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

- ii) **FILE #ZA23-08: Brad Morrison  
313 Silvery Lane  
Concession 4 and 5, Part Lot 13,  
Geographic Township of South Sherbrooke**

a) PLANNER FILE REVIEW & PROPOSED BY-LAW

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

b) APPLICANT COMMENTS

None.

c) PUBLIC COMMENTS

None.

d) RECOMMENDATION

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

**4. ADJOURNMENT**

The public meeting adjourned at 5:55 p.m.

# **PRIORITY ISSUES**

**COMMITTEE OF THE WHOLE**  
December 5<sup>th</sup>, 2023Report#PD-2023-27  
Noelle Reeve, Planner**PART LOT CONTROL EXEMPTION BY-LAW**  
**(BURGESSWOOD SUBDIVISION)****STAFF RECOMMENDATION**

It is recommended:

“**THAT**, PL-25 (Burgesswood Subdivision) be amended through a by-law providing part lot control exemption between Lots 49 and 50, geographic township of North Burgess (Roll #0911-911-010-48204 and Roll #0911-911-010-27053) known locally as 741 and 751 McLaren Road to clarify the location of the current septic easement so that it is located on the property that it serves.”

**BACKGROUND**

The application applies to Lots 49 and 50 in PL-25, Burgesswood Subdivision, in the geographic township of North Burgess (see Attachment 1).

The purpose of this application is to lift the lot line between Lots 49 and 50 so that the septic easement that is currently on Lot 49 will be located on Lot 50.

The effect of the amendment is to clarify the location of the current septic easement so that it is located on the property that it serves. (See Attachment 2.)

Section 50 (28) of the *Planning Act*, R.S.O. 1990, c.P13, provides that part of a lot on a registered plan of subdivision cannot be transferred without the approval of the municipality. Part Lot Control has the effect of preventing the division of land in a registered plan, other than that allowed for in the approved plan of subdivision, without further approvals.

The Part Lot Control provisions of the *Planning Act* allow a municipality to pass by-laws to remove Part Lot Control from all or any part of a registered plan of subdivision. Such a by-law has the effect of allowing the conveyance of a portion of a lot without requiring the approval of the Land Division Committee.

Exemption from Part Lot Control is appropriate when the resulting changes will not affect the nature or character of the subdivision, for example:

- creation of townhouse lots within an approved plan of subdivision;
- creation of semi-detached lots within an approved plan of subdivision;
- lot realignments within non-residential (industrial) plans of subdivision ; and
- mechanical severances, such as additions to lots, easements, land dedications, etc.

However, the exemption from part-lot control cannot be used to re-align lots within existing residential plans of subdivision to create additional building lots.

## **DISCUSSION**

To exempt the lots from Part Lot Control, the attached by-law was prepared in consultation with the Township's legal counsel (see Attachment 3).

Once the by-law to exempt the lands within a Plan of Subdivision from the Part Lot Control provisions of the Act has been adopted by the local municipality, the by-law and supporting documentation are submitted to Lanark County (the approval authority) for review and approval.

According to the County website "A by-law passed by the local municipality does not take effect until it has been approved by the County of Lanark. The County was delegated authority by the Minister of Municipal Affairs and Housing to approve by-laws designating lands not subject to Part Lot Control on July 4, 2000."

If the by-law is approved, the original by-law and one certified copy of the by-law are stamped (signed and dated) with a certificate and returned to the local municipality.

A certified copy of the part lot control by-law, stamped with the certificate of the County of Lanark, must be registered by the Clerk of the local municipality in the proper land registry office under Section 50 (28) of the *Planning Act*.

## **OPTIONS TO BE CONSIDERED**

Option #1 (Recommended) – Council support the by-law.

Option #2 – Council not support the by-law.

## **FINANCIAL CONSIDERATIONS**

Legal costs to prepare the by-law.

## **STRATEGIC PLAN LINK**

Not applicable.

## **CLIMATE CONSIDERATIONS**

Not applicable.

## **CONCLUSIONS**

The Planner recommends that the proposed by-law be passed to exempt the two properties from Part Lot Control to allow for the location of an existing septic easement to be located on the property it serves.

Both neighbours are in agreement and the by-law serves to clarify ownership thus avoiding potential neighbour disagreements over the lot servicing for lot 50.

## **ATTACHMENTS**

- i) Location of Lots in Burgesswood Subdivision
- ii) Septic Easement Location
- iii) Proposed Part Lot Lift By-Law

**Prepared and Submitted By:**

*Original signed*

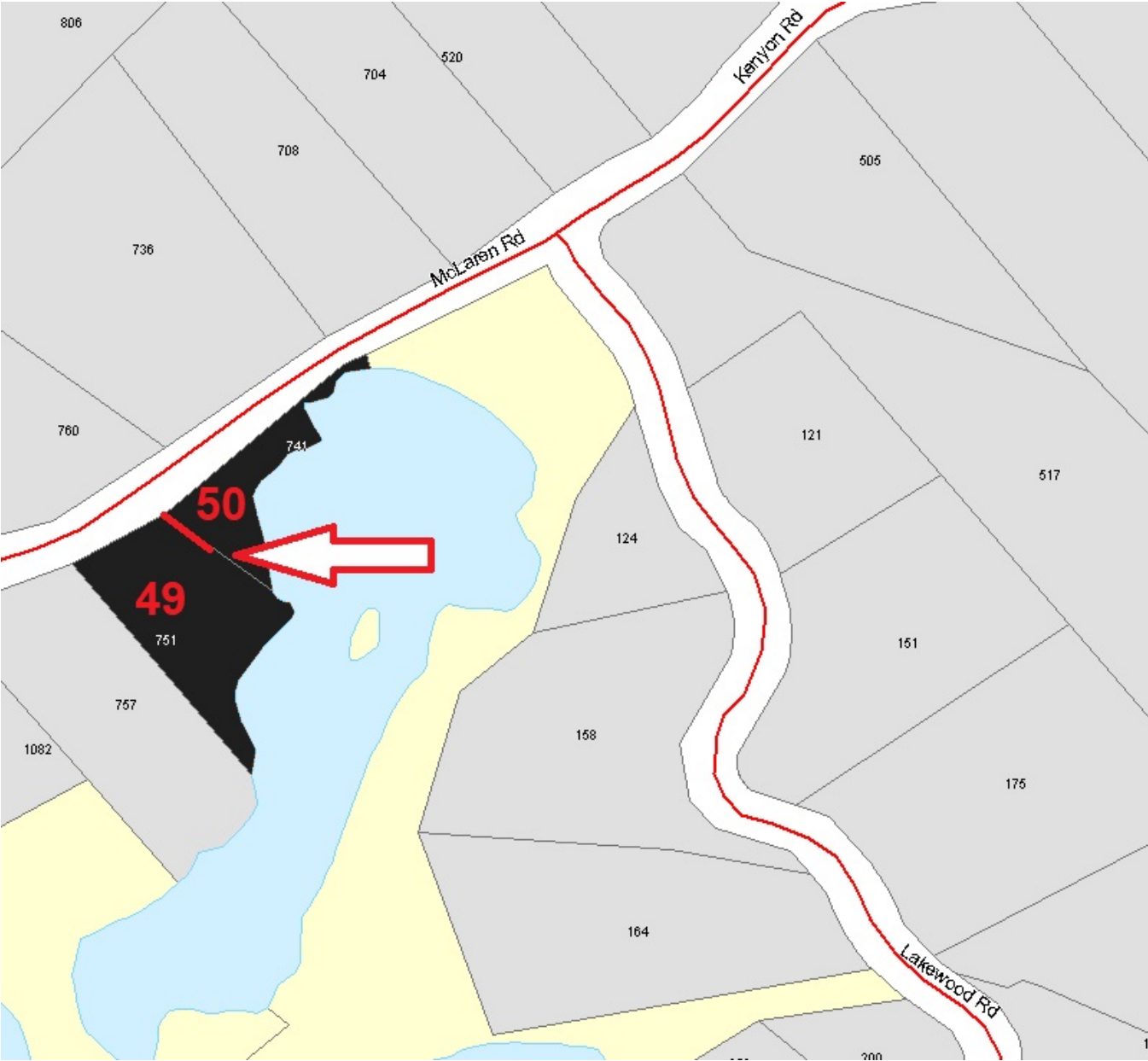
**Noelle Reeve,  
Planner**

**Approved for Submission By:**

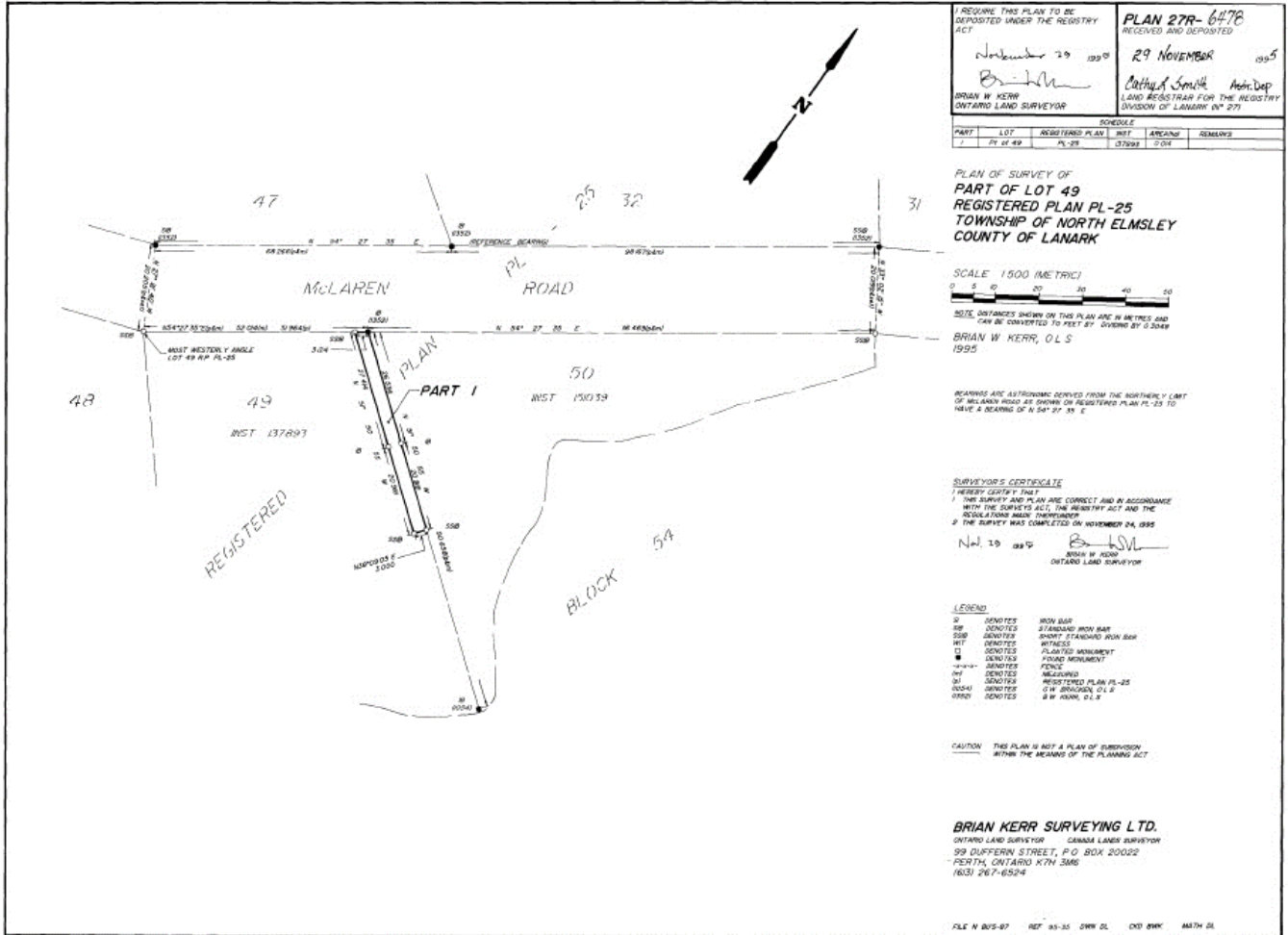
*Original signed*

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

Attachment 1 Lots 49 and 50 PL-25 Burgesswood Subdivision



Attachment 2 Septic Easement Location



**THE CORPORATION OF TAY VALLEY TOWNSHIP**

**BY-LAW NO. 2023-0XX**

**A BY-LAW TO PROVIDE THAT SUBSECTION (5) OF SECTION 50 OF THE *PLANNING ACT*, R.S.O. 1990, C. P.13, AS AMENDED, DOES NOT APPLY TO CERTAIN LANDS IN TAY VALLEY TOWNSHIP (LOTS 49 AND 50, PL-25, BURGESSWOOD)**

**WHEREAS**, Subsection (7) of Section 50 of the *Planning Act* provides that Council may by By-Law provide that Subsection (5) of Section 50 of the *Planning Act* does not apply to certain lands:

**AND WHEREAS**, Council deems it advisable to provide that Subsection 5 of Section 50 should not apply to certain lands within PL-25;

**AND WHEREAS**, the Council of the Corporation of the County of Lanark has the approval authority under Section 51 of the *Planning Act*, R.S.O. 1990, c. P.13, as amended to approve plans of subdivision;

**AND WHEREAS**, approval of this by-law under subsection (7.1) of Section 50 of the *Planning Act* is required as the first step before the Council of the Corporation of the County of Lanark can provide an exemption from Part Lot Control;

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

**1. GENERAL REGULATIONS**

**1.1 THAT**, subsection (5) of Section 50 of the *Planning Act* shall not apply to Lots 49 and 50 on Registered Plan PL-25, in Tay Valley Township, in the County of Lanark on the condition that no person shall convey a part of any such lot by way of a deed, or transfer, or grant, assign or exercise a power of appointment in respect of a part of any such lot, or mortgage or charge a part of any such lot, or enter into any agreement that has the effect of granting the use of or right in a part of any such lot directly or by entitlement to renewal for a period of twenty-one years or more unless the description of the lands that includes such part in the conveyance is the same as one of the approved descriptions set out on Schedule "A" to this By-Law and which forms a part hereof.

**1.2** This By-Law comes into force and effect the day it is passed.



**THE CORPORATION OF TAY VALLEY TOWNSHIP  
BY-LAW NO. 2023-0XX**

**2. EFFECTIVE DATE**

ENACTED AND PASSED this 12<sup>th</sup> day of December, 2023.

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**Rob Rainer, Reeve**

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**Amanda Mabo, Clerk**

**THE CORPORATION OF TAY VALLEY TOWNSHIP  
BY-LAW NO. 2023-0XX**

**SCHEDULE "A"**

**APPROVED DESCRIPTION**

1. Lot 50, Plan PL-25 and Part 1 on Plan 27R-6478
2. Lot 49, Plan PL-25, save and except Part 1 on Plan 27R-6478

Geographic Township of North Burgess, Tay Valley Township in the County of Lanark

**COMMITTEE OF THE WHOLE**December 5<sup>th</sup>, 2023Report #PD-2023-28  
Noelle Reeve, Planner**RESPONSE TO THE MINISTRY OF ENERGY CONSULTATION ON THE FUTURE OF  
NATURAL GAS EXPANSION AND HOME HEATING AFFORDABILITY****STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, the Council of the Corporation of Tay Valley Township adopt the resolution proposed by Climate Network Lanark to send to the Ministry of Energy’s consultation on the future of natural gas expansion and home heating costs, ERO 019-7506, by December 15, 2023;

**AND THAT**, this resolution be circulated to the President of AMO, Colin Best; Premier Doug Ford; Minister of Energy, Todd Smith; Minister of Finance, Peter Bethlenfalvy; MPP John Jordan, and to all regional municipalities from whom Enbridge has requested support of the proposed changes.”

**BACKGROUND**

The Ministry of Energy is holding consultations on the future of natural gas pipeline expansion and home heating affordability, ERO 019-7506 until December 15, 2023. [Consultation on the future of natural gas expansion and home heating affordability | Environmental Registry of Ontario](#) .

The Ministry of Energy consultation seeks input from the public on the future of the Ontario Natural Gas Expansion Program (NGEP). The NGEP “enables funds to allow natural gas distribution system expansion where it would not otherwise occur without government support”. The funding for this subsidy “comes from a \$1/month charge on natural gas bills of existing customers”. (Since 2021, at least 27 Ontario municipalities, representing just over half of Ontario’s population, have passed resolutions endorsing a gas power phase-out.)

The Ministry wants to “hear from all stakeholders on how best to support rural, northern, and Indigenous communities on options to reduce heating costs”.

In November, the Reeve received a letter from Enbridge Gas Inc (Attachment 1). The letter includes a request for Council to support a resolution drafted by Enbridge to update the leave-to-construct application cost threshold from \$2 million to \$10 million for hydrocarbon pipelines (Attachment 2).

This matter is at a time when 2023 is about to set a new record for planetary heat since global measuring began, and when human-caused greenhouse gas (GHG) emissions continue to rise to all-time highs, with atmospheric carbon dioxide at 420 parts per million (ppm) as of this writing, far higher than the 350 ppm deemed to be a safe limit for planetary and human health.

The World Meteorological Organization recently said that there was “no end in sight” to rising GHG emissions, and thus the world is on track to within the next six years breach the famed 1.5C global heating threshold set as a target in the 2015 Paris Agreement, and to further breach the “catastrophic” 2.0C threshold within a few decades later, and approach if not surpass the utterly devastating 3.0C mark by the end of the century.

Worldwide, fossil fuel subsidies totaled US\$7 trillion in 2022, while the economic cost of climate catastrophe since 1970 was US\$4.3 trillion, to say nothing of rapidly escalating human deaths and of mounting health risks to billions of people due to excessive heat and other human-induced climate phenomena (sources: World Meteorological Organization, NOAA, The Lancet).

Scientific warnings about GHG emissions and the associated global heating and climate disruption began to sound loudly and widely in the late 1980s. Over the past 35 years, and despite all the climate conferences, studies, reports, books, films, and warnings from many of the world’s top scientists, health experts, and economists, humanity has largely failed to act sufficiently to avert the current trajectory toward a “Hothouse Earth” – a place where many lifeforms today cannot live, and where civilization would be hard pressed to continue.

It is thus imperative that people everywhere reject fossil fuel energy when and where they can, and embrace alternatives which, though not perfect, at least do not contribute nearly as much to the steadily worsening global climate crisis.

## **DISCUSSION**

Both the County of Lanark and Tay Valley Township have adopted Climate Action Plans under the Federation of Canadian Municipalities’ Partners for Climate Protection Program. Both Climate Action Plans commit to no new fossil fuel use.

Expansion of natural gas use in our communities cannot be supported because it would prevent Council from meeting the Greenhouse Gas reduction targets Council has committed to in its Climate Action Plan.

Expansion of natural gas use would also harm the finances of current users of natural gas and prospective new users of natural gas. Current users of natural gas will continue to pay a surcharge for the expansion of new pipelines. Potential new users of natural gas should be informed that electric cold climate heat pumps are now much cheaper than gas for home heating according to a number of experts. For example, Dr. Heather McDiarmid, Natural Resources Canada, Ontario Clean Air Alliance, and the Ministry of Energy’s own Discussion Paper for Consultation, p .11 (which is part of the supporting materials for ERO 019-7506) all have demonstrated that gas is more expensive and will become more expensive.

Staff, therefore, recommend that Council use the resolution drafted by Climate Network Lanark to ask the Ontario Government to end the subsidy for natural gas expansion and redirect those funds to support the most cost-effective option for customers in phase III of the NGEF – all-electric heat pumps. Staff also support the resolution’s recommendation that the Ontario Government cancel phase II, or at least give municipalities the option to redirect the funds of approved projects toward subsidies for electric heat pumps.

## **OPTIONS TO BE CONSIDERED**

Option #1 (Recommended) – Council adopts the resolution drafted by Climate Network Lanark.

Option #2 – Council supports some of the resolution and suggests changes to other parts.

## **FINANCIAL CONSIDERATIONS**

None, for the municipality at this time. For residents, the Ministry’s own figures show that in comparison to methane gas, “electric heat pumps save customers in the range of \$700 to \$1,300 each year in gas expansion communities” for heating and will likely save more as the heat pumps also provide air conditioning in the summer.

The resolution supports funding for residents to obtain cheaper energy and supports local contractors to participate in the growing market of energy retrofits.

## **STRATEGIC PLAN LINK**

Strategic Priority: Healthy Environment

Strategic Initiative: Climate Action Plan

Action: Meet corporate Greenhouse Gas reduction target of 55% and community reduction target of 45%

## **CLIMATE CONSIDERATIONS**

The resolution supports Tay Valley’s commitment to reduce Greenhouse Gas (GHG) emissions by avoiding fossil fuel use.

## **CONCLUSIONS**

Energy efficiency advancements in the residential sector are imperative to achieve the County of Lanark and Tay Valley Township’s Greenhouse Gas (GHG) reduction targets. A tonne of methane is estimated to have 84 times the warming power of carbon dioxide over a 20-year period. On the other hand, cold air source heat pumps greatly reduce GHG emissions because they operate on electricity mostly generated without producing carbon dioxide.

Cold air source heat pumps for residents would save residents money on energy costs. A comparison of the number of customers and cost savings for the proposed subsidy for a gas pipeline in Brockton versus a subsidy for heat pumps showed almost 5 times the number of customers would receive a subsidy for the heat pumps and the heat pump users would save

\$700/year in 2023 and \$1,150 per year in 2030. [ED-and-OCAA-comments-re-Gas-Expansion-v2.pdf \(cleanairalliance.org\)](#)

Staff recommend the Township adopts the resolution in Attachment 4 to call on the province to redirect provincial subsidies away from expansion of gas pipelines to cold air source heat pumps.

## **ATTACHMENTS**

- i) Enbridge Letter re: Consultation on Natural Gas Expansion
- ii) Enbridge Proposed Council Resolution
- iii) Letter from Climate Network Lanark
- iv) Proposed Resolution Drafted by Climate Network Lanark

**Prepared and Submitted By:**

**Approved for Submission By:**

**Noelle Reeve,  
Planner**

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

## Attachment 1 Enbridge Letter re: Consultation on Natural Gas Expansion



Enbridge  
400 Coventry Road  
Ottawa, Ontario K1K2C7

November 10, 2023

Dear Mayor and Members of Council,

### **Re: Consultation on the future of natural gas expansion and home heating affordability**

Earlier this year, the Ministry of Energy launched its [consultation on the future of natural gas expansion and home heating affordability](#). The Ministry is specifically seeking input from stakeholders on the future of the program, which will be used to inform next steps to address home heating costs in rural and northern Ontario and Indigenous communities.

I encourage you to have your voices heard by contributing your feedback. Your municipal perspective, interests and priorities could help shape the future of the program. Responses are due by December 15, 2023, and you can learn more about the consultation process on the Ministry's [website](#).

Phase 1 and 2 of Ontario's Natural Gas Expansion Program were oversubscribed with more than 200 projects submitted for funding, indicating the overwhelming demand from municipalities and businesses for access to more cost-effective heating options. The natural gas expansion program can help businesses achieve annual cost savings of up to 30% each year on space and water heating, with homeowners realizing even greater savings. This affordability is vital for Ontario residents and businesses now more than ever.

Enbridge Gas will be contributing to this consultation and leveraging our experience planning and executing the projects that were selected in Phase 1 and Phase 2 of this program.

We continue to advocate for a modernized leave-to-construct application threshold and process for smaller pipeline projects to bring reliable affordable energy options to communities, homes, and businesses in a more cost-effective and timely manner – and to promote economic development and job creation across the province. I invite you to reach out to your local MPP, the Ministry of Energy and the Ontario Energy Board and add your support to this discussion. Attached to this correspondence is a draft resolution for your consideration.

While our work to expand access to natural gas continues so does our commitment to bringing alternative [energy solutions and fuels](#), such as renewable natural gas, hydrogen blending and energy conservation programs, as pathways to lower-cost, clean and reliable energy options for Ontarians. Enbridge Gas has been meeting Ontario's energy needs for more than 175 years; our customers rely on us to deliver clean, reliable, and cost-effective natural gas, and we are proud to deliver on this commitment.

Thank you for your consideration. Please do not hesitate to contact me, or your municipal advisor, if you have any questions or would like to discuss these topics further.

Sincerely,

A handwritten signature in black ink, appearing to be 'JB Trahan', written in a cursive style.

Jean-Benoit Trahan  
Director, Operations, Eastern Region



## Attachment 2 - Enbridge Proposed Council Resolution

### RESOLUTION

**RESOLUTION NO.**

**DATE:**

**MOVED BY:**

**SECONDED BY:**

WHEREAS the Enbridge Gas has shared with [municipality name] key messages regarding the Ontario Energy Board's Leave to Construct (LTC) process, entitled "reducing red tape for more cost-effective, timely energy connections in Ontario;"

AND WHEREAS [municipality name] supports and wishes to endorse the recommendations put forward by Enbridge Gas in order to expedite the installation of natural gas to rural, remote or underserved communities such [municipality name];

NOW THEREFORE BE IT RESOLVED:

1. THAT the [municipality name] petition the Ontario Government to expedite the implementation of the following recommendations:

i) THAT the Government of Ontario move to modernize the Ontario Energy Board's (OEB) Leave to Construct (LTC) process for smaller pipeline projects in order to bring reliable, affordable energy options to communities, homes and businesses in a more cost-effective and timely manner;

ii) AND THAT the LTC cost threshold be updated from \$2M to \$10M for hydrocarbon lines (by amending Ontario Regulation O.Reg.328/03) while maintaining current requirements and expectations for Indigenous consultation and environmental review for projects greater than \$2M and less than \$10M;

iii) AND THAT these outdated regulations are causing the LTC to apply far more broadly than intended when it was established over 20 years ago due to increased regulatory and cost pressures, as well as inflation, virtually all gas pipeline projects are now greater than \$2M rendering the threshold meaningless;

iv) AND THAT roughly 0.5 KM pipe in urban settings now often exceeds the \$2M threshold;

v) AND THAT modernizing these outdated regulations would reduce delays and costs for economic development initiatives including transit projects, community expansion projects, housing developments, connections for low carbon fuel blending (e.g., renewable natural gas, hydrogen) as well as residential and business customer connections;

vi) AND THAT based on OEB's performance standards, this proposal would save approx. 5-7 months of regulatory process which is in addition to the time needed to undertake Indigenous consultation and environmental review and prepare an application to the OEB;

vii) AND THAT the cost of preparing and having a LTC application heard ranges from approx. ~\$50,000 to ~\$200,000, which is passed on to customers;

viii) AND THAT while no cost-based threshold exists for electricity lines, there are a range of exemptions ensuring that LTC is only required for significant electricity projects and the proposed changes would help ensure that, consistent with electricity projects, LTC for hydrocarbon lines would only be required for significant projects;

ix) AND THAT increasing the cost threshold to \$10M would closer align Ontario with other Canadian jurisdictions (e.g., in B.C., these thresholds are \$15M for electricity and \$20M for natural gas);

2. AND THAT this resolution be circulated to the President of AMO, Colin Best, Premier Doug Ford, the Minister of Energy, Todd Smith, The Minister of Finance, Peter Bethlenfalvy and all regional municipalities requesting support of the proposed changes regarding reducing red tape for more cost-effective, timely energy connections in Ontario.

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MAYOR

### Attachment 3 – Letter from Climate Network Lanark



1565 Lanark Concession 12C  
Almonte, Ontario, K0A 1A0

Dear Mayor/Reeve and Members of Council;  
Nov. 26, 2023

**Action 1** - The Ministry of Energy is specifically seeking input from rural municipalities on its [consultation on the future of natural gas expansion and home heating affordability](#). The Ministry is asking for comment from stakeholders on the future of the program, which will be used to inform next steps to address home heating costs in rural and northern Ontario and Indigenous communities.

CNL encourages you to **give voice to your constituents in this important consultation**, especially in the context of having recently passed the County's Climate Action Plan and the crisis of availability of affordable housing in the County and Smiths Falls. Your municipal perspective, interests and priorities could help shape the future of the program. Responses are due by December 15, 2023. You can learn more about the consultation process on the Ministry's [website](#) and from a document reflecting CNL's [outlook](#) on this.

**Action 2** - Enbridge Gas has shared key messages with the County and with its Municipalities regarding out-of-date aspects of the Ontario Energy Board's Leave to Construct (LTC) process, entitled "reducing red tape for more cost-effective, timely energy connections in Ontario". Enbridge is asking for a Resolution of support.

CNL has composed the attached alternative Resolution which asks the Ontario Energy Board to determine, in gas expansion leave-to-construct applications, which option would result in the lowest energy bills - directing the subsidy to the lower, be it gas line expansion or to heat pump subsidies for homeowners. **Please give this alternate Resolution your consideration.**

CNL is working hard to lower both energy costs and emissions of homes in the County and Smiths Falls through our Climate Concierge program. We are bringing reliable affordable energy options to our communities, homes, and businesses in a cost-effective and timely manner – and promoting economic development and job creation locally – while addressing the climate crisis.

Thank you for acting on your commitment to protecting the citizens of Lanark County and Smiths Falls from a worsening climate crisis.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Hortop".

Scott Hortop, Chair, Board of Directors

**Attachment 4 - Proposed Resolution Drafted by Climate Network Lanark**

**RESOLUTION**

**RESOLUTION NO.**

**SUBJECT: Ontario Energy Board, Leave to Construct Modernization**

**DATE:**

**MOVED BY:**

**SECONDED BY:**

**IN FAVOUR:**

**OPPOSED:**

WHEREAS: Ontario Residents are struggling with energy bill increases and need relief;

AND WHEREAS: Natural gas is no longer the cheapest way to heat homes because electric heat pumps are now much more efficient, can provide all heating needs even in cold climates, and result in far lower energy bills compared to gas heating;

AND WHEREAS: Natural gas is methane gas, which is a fossil fuel that causes approximately one-third of Ontario's GHG emissions and must be phased out because it is inconsistent with all climate targets, while heat pumps result in the lowest GHG emissions and are consistent with a zero-carbon future;

AND WHEREAS: The Natural Gas Expansion Program provides subsidies to bring natural gas to communities across Ontario but currently cannot be redirected by municipalities toward the best option for their residents - heat pumps;

AND WHEREAS: Far more residents could achieve far lower energy bills if municipalities were allowed to redirect those subsidies toward heat pumps for their residents, which would also benefit existing natural gas customers by reducing the financial risks they bear in relation to the gas expansion projects;

AND WHEREAS: The Government of Ontario is considering requests from Enbridge Gas Inc. to reduce oversight by the Ontario Energy Board over gas expansion and other pipeline projects at a time when the Ontario Energy Board's technical and financial expertise is critical as the energy transition takes place;

**NOW THEREFORE BE IT RESOLVED:**

1. THAT the [municipality name] petitions the Ontario Government to expedite the implementation of the following recommendations:

i) THAT the Government of Ontario amend the Natural Gas Expansion Program to allow municipalities to redirect funds toward heat pumps, including for ongoing Phase II projects;

ii) AND THAT the Government of Ontario maintain the existing Ontario Energy Board oversight mechanisms and thresholds for gas pipeline projects; and



**COMMITTEE OF THE WHOLE**  
**December 5, 2023**

**Report #PW-2023-25**  
**Sean Ervin, Public Works Manager**

**EV CHARGEON GRANT APPLICATION**

**STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, the Corporation of Tay Valley Township commit to the upset limit of \$11,600 as the municipality’s contribution of the EV ChargeON Grant Application;

**THAT**, the \$11,600 be funded from the Contingency Reserve unless other grant opportunities are available;

**AND THAT**, the Chief Administrative Officer/Clerk be authorized to submit an application under the EV ChargeON program for the installation of two Level 2 EV Chargers at the Municipal Office prior to the January 31, 2024 deadline.”

**BACKGROUND**

The Township was notified of the EV ChargeON program on October 20, 2023, via email from the Ministry of Transportation. The EV ChargeOn program is a “competitive, application-based funding program that invites eligible municipalities in Ontario to put forward project proposals that help enhance accessibility and availability of EV charging infrastructure throughout the province, tackle range anxiety and make long-distance EV travel easier”.

Further information regarding the program can be found on Ontario’s [website](#) and further information regarding charging electric vehicles can be found under [Types of Chargers](#) on the provincial website.

**DISCUSSION**

The program requires that a minimum of four (4) Level 2 ports are installed per site or a minimum of one (1) Level 3 ports, if co-located with a level 2 port. The site needs to be available to the public 7-days a week, 24 hours a day and therefore staff are recommending that two- Level 2 chargers (2 pedestals with 4 charger ports) are installed at the Municipal Office.

A Level 3 charger cannot be installed at the Municipal Office as Level 3 chargers require 400 Volts/100amp service and the Municipal Office only has a 240Volt/20 amps service. Level 2 chargers can provide approximately 35km of range per hour of charging.

The application period closes on January 31, 2024, and successful recipients will be notified in the spring of 2024. Recipients have 24 months to complete the project and there is a requirement that annual usage reports are submitted to the Ministry showing the usage data for the previous 12 months for 5-years following the completion of the project.

## FINANCIAL CONSIDERATIONS

Municipalities with populations under 170,000 are eligible to receive up to 75% of total project costs under this program. Below is the estimation of the costs to install 2-Level 2 charging pedestals at the Municipal Office.

Item	Cost
Level 2 Chargers (2 Flo CoRe+ Charging Stations)	\$ 22,600
Installation Costs	\$ 18,400
Line Painting at Municipal Office	\$ 600
Non-rebated H.S.T.	\$ 732.16
<b>Total Estimated Cost</b>	<b>\$ 42,332.00</b>
EV Charge ON Share (75%)	\$ 31,749.12
Townships Share (25%)	\$ 10,583.04
Township's Share Plus 10% Contingency (Approx.) for Township Share	\$ 11,600

The chargers from Flo have been quoted for the grant as they are a very common supplier in the area and have chargers in the Town of Perth and many in the City of Kingston, who partnered with Flo for the installation of 40 plus chargers throughout the city. Flo has over 90,000 stations deployed in Canada. Users can download a mobile app to use the chargers and charging fee's range from \$1.50 per hour to \$3.00 per hour, which would be a source of revenue to offset the capital costs to purchase the units and recoup energy costs. There is an annual fee of \$200.00 per port, for a total of \$800 for all four ports. Flo Charges a 15% transaction fee to cover the cost of billing and remits the remainder to the owner on a quarterly basis via cheque or electronic funds transfer. A high-level costs analysis determined that it would require between 375 to 500 hours of use per year prior to the Township turning a profit for the chargers, assuming \$2.50/hr charge rate, subtracting the 15% transaction fee and electricity costs.

There may be a possibility of an additional funding opportunity through the Zero Emission Vehicle Infrastructure Program (ZEVIP), however they are currently not accepting applications at this time due to currently being oversubscribed. Staff will monitor the situation over the next couple of months and provide an update to Council if the funding reopens.

## **OPTIONS CONSIDERED**

**Option #1 – (Recommended)** – commit to the funding and direct staff to submit an application prior to the deadline. This does not commit the Township to installing the EV charges as a subsequent report will be brought back for consideration if the grant application is successful.

**Option #2** – do not commit to funding requirement for the grant and do not submit a grant application.

## **CLIMATE CONSIDERATIONS**

Installing electric vehicle charger(s) at Township workplaces for use by Councillors, staff and the public is noted as a High Priority Action in the Township's Climate Action Plan.

## **STRATEGIC PLAN LINK**

Strategic Priority: Healthy Environment  
Strategic Initiative: Climate Action Plan  
Action Item: Install electrical vehicle charges

## **CONCLUSIONS**

The Township has been waiting on a grant to install EV Chargers at the Municipal Office since the Township's Climate Action Plan was completed in 2020. The opportunity through EV ChargeON program is the first known grant program that has been available for small-scaled projects and another opportunity may not become available.

## **ATTACHMENTS**

None

**Prepared and Submitted By:**

**Approved for Submission By:**

**Sean Ervin,  
Public Works Manager**

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





# REPORT

**COMMITTEE OF THE WHOLE**  
**December 5, 2023**

**Report #FIN-2023-10**  
**Ashley Liznick, Treasurer**

**PROPERTY TAX DUE DATES**

## **STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, the interim tax due dates be on February 27<sup>th</sup>, 2024 and April 26<sup>th</sup>, 2024;

**AND THAT**, the final tax due dates be on July 29<sup>th</sup>, 2024 and September 26<sup>th</sup>, 2024.”

## **BACKGROUND**

Since 2017, the Township has set the tax due dates at two (2) or three (3) working days prior to the end of the months of February and April for the interim billing and two (2) or three (3) working days prior to the end of the months of July and September for the final tax billing.

The additional time between the due dates and the end of the month provides an opportunity for any payments that have lingered in the postal system or online banking timing issues, to be resolved before the penalty is applied.

## **DISCUSSION**

These dates need to be approved by Council prior to the mailing of the 2024 interim billing.

Based on past practice, it is recommended that the interim billing due dates be established as February 27<sup>th</sup>, 2024 and April 26<sup>th</sup>, 2024 and the final billing due dates be established as July 29<sup>th</sup>, 2024 and September 26<sup>th</sup>, 2024.

## **OPTIONS CONSIDERED**

### Option #1 (Recommended) – Adopt Proposed Tax Levy Due Dates

Establish the 2024 Tax Levy Due Dates as February 27<sup>th</sup>, April 26<sup>th</sup>, July 29<sup>th</sup> and September 26<sup>th</sup>.

### Option #2 – Council Provide Alternate Dates

The earlier due dates have resulted in less frustration for some residents who rely on sending

payments through the mail or online, resulting in fewer calls to the Township.

**FINANCIAL CONSIDERATIONS**

It is imperative that the Township billing dates remain consistent and timely for the quarterly contributions to the County and School Boards for their share of the property taxes.

**STRATEGIC PLAN LINK**

Not applicable.

**CLIMATE CONSIDERATIONS**

Not applicable.

**CONCLUSIONS**

It is recommended that the tax dates be maintained as in prior years.

**ATTACHMENTS**

- i) DRAFT Interim and Final Tax Levy By-Law

**Prepared and Submitted By:**

**Approved for Submission By:**

**Ashley Liznick,  
Treasurer**

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

# THE CORPORATION OF TAY VALLEY TOWNSHIP

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## BY-LAW NO. 2023-xxx

### INTERIM AND FINAL TAX LEVY FOR THE YEAR 2024

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**WHEREAS**, Section 317 (1) and (2) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality, before the adoption of the estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipal purposes;

**AND WHEREAS**, Section 317 (3) and (4), provides the rules regarding the amounts to be levied;

**WHEREAS**, Section 342, provides that a local municipality may pass by-laws providing for instalments of taxes;

**AND WHEREAS**, Section 345, provides that a local municipality may, in accordance with this section, pass by-laws to impose late payment charges for the non-payment of taxes or any instalment by the due date;

**AND WHEREAS**, the Council of the Corporation of Tay Valley Township deems it expedient to provide for an Interim and Final Tax Levy for the year 2024 and to fix the dates upon which the Interim and Final Tax Levies shall become due and payable;

**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 interim tax levy and the final tax levy shall be levied and collected upon the whole of the rateable properties.
- 1.2 **THAT**, the **Interim Tax Levy** shall become due and payable in two equal installments on February 27<sup>th</sup>, 2024 and April 26<sup>th</sup>, 2024.
- 1.3 **THAT**, the **Final Tax Levy** shall become due and payable in two equal installments on July 29<sup>th</sup>, 2024 and September 26<sup>th</sup>, 2024.
- 1.4 **THAT**, when payment of any installment or any part of any installment of taxes levied by this by-law is in default, a penalty of 1.25 per cent per month that the default continues shall be imposed.

**THE CORPORATION OF TAY VALLEY TOWNSHIP  
BY-LAW NO. 2023-0xx**

**1.5 THAT,** interest and/or penalty charges shall be added on the first day of each and every month that the default continues.

**1.6 THAT,** the following Payment Methods may be used:

- Cash
- Cheque
- Credit Card (fee applies)
- Financial Institution
- Pre-Authorized Payment Agreement  
(requires completion of “Enrolment Authorization Form”)
- Interac (Municipal Office only)
- On-Line Banking
- Telephone Banking
- My Account (credit card only)

**1.7 THAT,** the interim and final tax levy rates shall also apply to any property added to the assessment roll after this by-law is enacted.

**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**

**3.1 THAT,** this by-law shall come into force and effect as of the 1<sup>st</sup> day of January 2024.

**3.2 ENACTED AND PASSED** this 12<sup>th</sup> day of December, 2023.

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**Rob Rainer, Reeve**

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**Amanda Mabo, Clerk**

**COMMITTEE OF THE WHOLE**  
December 5<sup>th</sup>, 2023

**Report #CAO-2023-23**  
**Amanda Mabo, Chief Administrative Officer/Clerk**

**LANARK COUNTY OPP DETACHMENT POLICE SERVICES BOARD**  
**COUNCIL APPOINTEE**

**STAFF RECOMMENDATION(S)**

“**THAT**, the Reeve for Tay Valley Township be appointed as the Council representative to the new Lanark County OPP Detachment Police Services Board which is scheduled to come into effect sometime in 2024.”

**BACKGROUND**

For the past five (5) years or so the new [Community Safety and Policing Act, 2019](#) (CSPA) was being developed and was finalized in June 2023, with some Regulations to still to be developed.

The new legislation terminates local Police Services Boards (PSBs) as of April 1, 2024 and establishes one (1) Police Services Board per OPP Detachment. For Lanark County that means rather than each municipality having a Police Services Board (PSB), there would be one (1) for all of Lanark County. A PSB for an OPP detachment is to have the following composition:

- Minimum five (5) members (no maximum)
- Community Representatives of 20% of members
- Provincial Appointments of 20% of members

In preparation for this transition, in June 2021 Tay Valley Township (see attached Report #C-2021-15), along with the other local municipalities in Lanark County submitted a proposal to the Ministry for a board that would be comprised of fourteen (14) members – eight (8) municipal board members (one (1) Councillor per municipality), with three (3) Community Members and three (3) Provincial Appointees. The Ministry subsequently approved a board of twenty (20) – eight (8) municipal board members (one (1) from each municipality), eight (8) community members (one (1) from each municipality) and four (4) provincial appointees.

## **DISCUSSION**

The next step in the transition process is for each municipality to appoint their municipal rep (Council appointee or Council representative).

The Council representative and the Chief Administrative Officer/Clerk will then work with their counterparts in Lanark County to draft terms of reference for the new Detachment Board, along with other policies and procedures.

## **OPTIONS CONSIDERED**

### **Option #1 (Recommended) – Appoint Council Representative - Reeve**

The Reeve currently sits on the Tay Valley Police Services Board and has been following the legislation update, as well as attending recent training related to the transition.

### **Option #2 – Appoint Council Representative – Other than the Reeve**

Council provide direction as to who they would like to represent the Township related to the transition.

### **Option #3 – Do Not Appoint a Council Representative at this time**

This is not recommended as decisions need to be made in the next couple of months that will impact the finances and possibly staffing resources of the Township. Therefore, the Township needs a Council representative to participate in the transition.

## **FINANCIAL CONSIDERATIONS**

Currently there is a time commitment and mileage for the Reeve and Chief Administrative Officer/Clerk to attend transition meetings and prepare information for these meetings.

## **STRATEGIC PLAN LINK**

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

## **CLIMATE CONSIDERATIONS**

None considered.

## **CONCLUSIONS**

As per the recommendation.

## **ATTACHMENTS**

1. Report #C-2021-15 – Proposed Police Services Board Models.

**Prepared and Submitted By:**

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

*Council*  
April 29<sup>th</sup>, 2021

Report #C-2021-15  
Amanda Mabo, Acting Chief Administrative Officer/Clerk

## PROPOSED POLICE SERVICES BOARD MODELS

### STAFF RECOMMENDATION(S)

It is recommended:

“**THAT**, the Tay Valley Police Services Board recommend Option #1 as the preferred option, as outlined in Report #C-2021-15 – Proposed Police Services Board Models, at the Lanark County Joint Police Services Board meeting in May 2021.”

### **BACKGROUND**

The new [Community Safety and Policing Act, 2019](#) (CSPA) has been developed over the last few years and is expected to come into effect in 2022, along with the Regulations. The new legislation will terminate current contracts, agreements, and Police Services Boards (PSBs).

The Province is proposing a policing governance model of one (1) Police Services Board per OPP detachment.

### **DISCUSSION**

The Province is currently seeking feedback from each OPP detachment. As a result, the various municipalities within Lanark County will need to come to an agreement on a joint submission outlining the best approach for Lanark County. The submission is due by June 7, 2021.

The Lanark County Joint Association of PSBs will be meeting in early May to discuss the preferred option for submission to the Province. Each Council is therefore being asked for its preferred option, which will then be communicated at the Joint meeting.



## **OPTIONS FOR CONSIDERATION**

### Option #1 – One Police Service Board for Lanark County

- the board would be comprised of 14 members – 8 municipal board members (1 Councillor per municipality), with 3 Community Members and 3 Provincial Appointees

### Option #2 – Two Police Service Boards for Lanark County – East & West A

- there would be an East and West board
- the East Board could be an 8 member Board (Beckwith, Carleton Place, Mississippi Mills, and Montague with 1 member each), 2 Community Members and 2 Provincial Appointees
- the West Board could be an 8 member Board (Drummond/North Elmsley, Lanark Highlands, Tay Valley and Perth, 1 member each), 2 Community Members and 2 Provincial Appointees

### Option #3 – Two Police Service Boards for Lanark County – East & West B

- there would be an East and West board
- the East Board could be a 5 member Board (Beckwith, Carleton Place and Mississippi Mills, 1 member each), 1 Community Member and 1 Provincial Appointee
- the West Board could be a 16 member Board (Drummond/North Elmsley, Montague, Lanark Highlands, Tay Valley and Perth, 2 members each), 3 Community Members and 3 Provincial Appointees

### Option #4 – Two Police Service Boards for Lanark County – Urban and Rural

- there would be an Urban and Rural board
- the Urban board could be a 5 member board (Carleton Place, Mississippi Mills and Perth, 1 member each), 1 Community Member and 1 Provincial Appointee
- the Rural board could be a 16 member board (Beckwith, Drummond/North Elmsley, Montague, Lanark Highlands and Tay Valley, 2 members each), 3 Community Members and 3 Provincial Appointees

## **FINANCIAL CONSIDERATIONS**

Once approval is given by the Province with regards to the detachment submission then planning will begin on selecting members, setting by-laws, policies and procedures and most likely hiring a staff position for this newly created entity which will require insurance, etc.

With regards to this report, consideration should be given to the number of members in a given option as there will be future costs with regards to training, conferences, travel, per diems, etc.

This could also increase the annual costs allocated to the board as well as the annual costs of policing. Unfortunately, there is no further information available at this time.

## **CONCLUSION**

That Council direct the Tay Valley Police Services Board to inform the Joint Association that the preferred option to recommend is Option #1, followed by Option #2.

**Respectfully Submitted By:**

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



# REPORT

**COMMITTEE OF THE WHOLE**  
**December 5<sup>th</sup>, 2023**

**Report #CAO-2023-24**  
**Amanda Mabo, Chief Administrative Officer/Clerk**

## **RECREATION COST SHARING AGREEMENT**

### **STAFF RECOMMENDATION(S)**

“**THAT**, the Council of Tay Valley Township notify the Town of Perth and the Townships of Drummond/North Elmsley and Lanark Highlands that Tay Valley Township is prepared to enter into a new Recreation Cost Sharing Agreement with the four (4) municipalities, effective January 1, 2024 that would include the Perth Arena, Perth Pool and Lanark Highlands Arena subject to the final agreement being brought back to Council for approval.”

### **BACKGROUND**

#### **2002**

Tay Valley Township has been party to a recreation cost sharing agreement with the Town of Perth since 2002. The agreement has provided access to the Perth and District Community Centre, the Perth and District Indoor Pool and the Conlon Farm Recreation Facility, each of which are owned and managed by Perth, at reduced user fee rates where they apply. In other words, users from Tay Valley are able to access these facilities and register for Town based programs at the same cost as if they were residents of Perth. The Township of Drummond/North Elmsley was also party to their own recreation cost sharing agreement with Perth that had essentially the same terms.

The agreement costing apportionment was based on historical geographic weighted assessment (which is similar to the Library Cost Sharing Agreement), which is now outdated.

#### **2018**

The current agreement expired at the end of 2018, and prior to expiry Perth proposed a new agreement for the Township's consideration which maintained most of the previous terms, however the annual fee being proposed had changed (see attached Report #CAO-2018-04 and Report #CAO-2018-05).

The proposed agreement saw a 1% increase year over year in Tay Valley's funding. It maintained the 1% increase but added an additional amount based on the Consumer Price Index (CPI) in the final three (3) years of the agreement.

2018 was an election year and therefore Council deferred entering into the proposed agreement as the impact of the new agreement and its terms would have to be managed by the next Council.

## **2019**

The proposed agreement was brought forward to the newly elected Council in March of 2019.

There had been discussion over the previous term of Council about the possibility of providing funding based on a formula other than the one proposed by Perth. The main focus of those discussions has been on a formula based on actual users of the facilities from Tay Valley. In considering options to the terms of the proposed agreement, Perth had made it clear that it did not wish to negotiate a different type of formula, such as a user number formula for determining costs.

Tay Valley wanted to discuss a different formula as it is important to point out that in addition to preferred user rates as well as general access to Perth's recreation facilities and programs, Tay Valley has offered some of its own recreation programs not offered from the facilities covered by the proposed agreement. These programs include the following:

- hockey (hourly ice rental for use of the Lanark Arena),
- soccer (Glen Tay Public School),
- karate (Glen Tay Public School and Maberly Hall),
- choir (Maberly Hall and Lanark Lodge (previously)),
- baseball (Fallbrook, Maberly, Glen Tay Public School, Burgess) – currently not offered

While the cost of providing these programs is done on a cost-recovery basis, it is important to note that there is approximately .5 of a full-time equivalent (FTE) staff resource required to administer these programs (book space, administer registration, organize schedules, coordinate volunteers and general overhead required to run and coordinate the programs), the cost of which is not covered by the fees charged to register for the programs. This was raised to ensure Council (and particularly the new Councillors) were aware of this issue and so that the broader picture of Tay Valley's recreation offerings were understood. By comparison, Drummond/North Elmsley did/does not provide similar recreational offerings. Instead, they purchase their recreation services through the provision of the same recreation agreement with Perth and a separate one with Smiths Falls, which covers residents who live closer to Smiths Falls than Perth. However, they do not offer any of their own recreation programs apart from what the Agreement covers. Perth itself also does not run any recreation programs directly, they simply rent the facility to the organization that runs the programs. Therefore, administration of programs are not straight forward.

In addition to programming, although Tay Valley does not have recreation facilities such as an arena, pool or a Conlon Farm, it has many outdoor recreational amenities that residents from neighbouring municipalities such as Perth, Drummond/North Elmsley and Lanark Highlands use (ex. outdoor rinks, boat launches, water accesses, swimming areas, trails, parks, playgrounds, baseball diamonds, tennis court, etc.) and the Township believed that compensation should be provided for these as is for Conlon Farm.

The proposed agreement at the time would have equated to approximately 4% of the total

municipal tax levy for each of the four years of the Agreement and did not include what Tay Valley had to offer.

Around the same time, Perth, Drummond North Elmsley, Lanark Highlands and Tay Valley were having preliminary discussions about conducting a Joint Recreation Master Plan. As a result, at its meeting on March 19<sup>th</sup>, 2019 Council adopted the following resolution:

“THAT, the Town of Perth be informed that Tay Valley wishes to continue operating under the current Recreation Cost Sharing Agreement until the Recreation Master/Strategic Plan is completed.”

In April 2019 Council authorized participation in the [Joint Recreation Master Plan](#) which was approved in June 2020.

During the Joint Recreation Master Plan process it became evident that discussions on the funding formula for the Recreation Cost Sharing Agreement should be revisited, and that there should be one agreement between all parties, instead of separate agreements. It also became evident that Lanark Highlands needed to be brought into the agreement since their residents also use the facilities and amenities in the other three municipalities and residents from the three other municipalities use recreation facilities and amenities in Lanark Highlands, specifically the arena.

#### **2020-2021**

Allan and Partners was retained by all four participating municipalities to conduct the study with regards to the funding formula.

The parameters of the study included the following:

- update the information on assessment based on the 2002 study
- incorporate Lanark Highlands assessment
- compile correlating data for population and user statistics
- provide discussion points for a methodology for cost sharing facilities located in Tay Valley, Drummond/North Elmsley and Lanark Highlands

The first meeting in January 2021 amongst staff discussed the basis for cost sharing and the facilities to be included for cost sharing.

When deciding on the basis for cost sharing it was agreed that the objectivity and the relativity of the data points needed to be considered. Weighted assessment had the highest objectivity as the data was the most reliable and straightforward to calculate the costs as opposed to using population which had a moderate objectivity and user data which had a low to moderate objectivity. Population data may not be consistent depending on the date the data is requested, data sets have different parameters that would need to be agreed to (ex. seasonal, permanent, multi residential), and it was not clear how the costs would be calculated. User data was the least reliable as it would depend on the skill sets and familiarity of the outside individual or group collecting the data and the level of verification by the municipalities for information provided, and how would user data be collected for facilities and amenities that did not have programming or rentals (ex. boat launches, beaches, splash pad).

In March 2021 the parameters of the study, the basis for cost sharing and the facilities to be included for cost sharing were then discussed with the Heads of Council, Chief Administrative Officers and Community Services Coordinators. Coming from this meeting all municipalities were on board to continue with the study and Drummond/North Elmsley, Lanark Highlands and Tay Valley were to provide operating costs for their facilities and amenities.

A draft of the Recreation Cost Sharing Study 2021 was presented to staff in October 2021 with feedback being provided. At a meeting of the four (4) municipalities in November 2021 it was agreed that weighted assessment would be the preferred method for calculating the costs.

Next steps were to:

- finalize the weighted assessment calculation;
- calculate the cost sharing numbers for the recreation facilities and amenities in Drummond/North Elmsley, Lanark Highlands and Tay Valley Township; and
- draft a recreation cost sharing agreement.

## **2022**

Over the next year many meetings were held as the goal was to have something in front of Council in the current term of Council.

### Weighted Assessment

The weighted assessment calculation was finalized first, taking into consideration things like proximity to facilities and amenities, minor hockey boundaries, etc.

### Recreation Facilities and Amenities

Once costs were calculated for recreation facilities and amenities in Drummond/North Elmsley, Lanark Highlands and Tay Valley Township it was determined that the costs were almost equivalent to what was being paid to Perth for Conlon Farm. Because adding in all of the facilities and amenities would make the agreement more cumbersome and some subjectivity would have to be used as user numbers could not be captured for all facilities and amenities as a check and balance, it was agreed by all four (4) municipalities at the staff level that only the larger facilities of the arenas and the pool would be part of the cost sharing agreement and each municipality would be fully responsible for their other respective recreation facilities and amenities. An email from Perth in March 2022 confirmed this.

### Recreation Cost Sharing Agreement

Although preliminary discussions had occurred on some terms and conditions, with the weighted assessment formula finalized and which facilities were to be included in the cost sharing agreement finalized, the focus was now on a first draft of the recreation cost sharing agreement with all four (4) municipalities which was presented and discussed in April 2022 with the intent from Perth for it to be taken to all four (4) Councils in May. There were too many unanswered questions and additional information required before taking it to the Councils so over the next year additional work was conducted, information provided and meetings held.

## 2023

Additional meetings were held, each time getting closer to an agreement that all four (4) municipalities could present to their Councils. The last of these occurring in August 2023.

## DISCUSSION

Following the August 2023 meeting there were only a few minor numbers to be confirmed and a virtual meeting was to be scheduled in September so that all four (4) municipalities could take a report to their Councils in time for 2024 budget discussions.

That meeting did not occur until late October after Tay Valley had requested an update prior to finalizing the draft budget to Council.

The meeting was held virtually, and Perth informed the other three (3) municipalities that their Council had not agreed that Conlon Farm was off the table so that is the agreement that they wanted to put in front of their Council. The other three (3) municipalities pushed back as the entire discussion on the Recreation Cost Sharing Agreement had been based on Conlon Farm not being part of the agreement otherwise the other three (3) municipalities would be putting all of their outdoor facilities and amenities on the table. The agreement coming from this meeting was for each respective municipality to take a similar report to their Councils detailing the history and recommending the agreement without Conlon Farm in order to get direction from each Council, and then go from there.

## OPTIONS CONSIDERED

### Option #1 (Recommended) – Enter into a Recreation Cost Sharing Agreement with Perth, Drummond/North Elmsley and Lanark Highlands – No Conlon

Allan and Partners was retained in 2021 to conduct a study as to the best way to apportion costing. The four (4) parties to the agreement agreed that weighted assessment was the most appropriate option due to the validity of the data. From there it was determined what facilities and amenities should be included. The proposed Recreation Cost Sharing Agreement was then drafted. Although the financial number still needs to be confirmed as information was still outstanding at the August 2023 meeting, the terms and conditions of the agreement and estimated costs are close to what a final agreement would look like.

Below is an overview of the terms and conditions of the new proposed Recreation Cost Sharing Agreement as agreed to at the August 2023 meeting with some clauses still to be finalized (for example, what happens with a surplus or deficit):

- agreement between Perth, Drummond/North Elmsley, Lanark Highlands and Tay Valley
- start date January 1, 2024
- 5-year agreement so that it does not end in an election year
- annual review of the agreement by all parties with meeting at the staff level
- based on weighted assessment formula
- covers Perth Arena, Perth Pool, Lanark Highlands Arena
- operating costs not to include third-party services (ex. canteen, skate sharpening, etc.)
- annual contribution to include:
  - operating costs – audited actual expenses minus revenues

- overhead allocation – actuals **New**
- capital contribution - 5% of gross operating expenditures **New**
- maximum year over year increase will be October Total CPI as reported by the Bank of Canada unless otherwise agreed to by the parties **New**
- annual user metrics will be provided and a current revenue/expenditure report for each facility by March of the following year

The cost breakdown would be as follows (exact numbers to be finalized):

	<b>Perth Arena</b>	<b>Perth Pool</b>	<b>LH Arena</b>	<b>Total</b>
<b>Perth</b>	35.58%	32.39%	24.11%	
<b>TVT</b>	25.56%	29.07%	24.24%	
<b>DNE</b>	29.72%	30.22%	23.72%	
<b>LH</b>	9.14%	8.32%	27.93%	
<b>Total</b>	100.00%	100.00%	100.00%	
<b>Net Costs</b>	\$ 145,840	\$ 496,195	\$ 176,836	
<b>Perth</b>	51,886	160,702	42,633	255,220
<b>TVT</b>	37,280	144,261	42,861	224,402
<b>DNE</b>	43,345	149,946	41,952	235,243
<b>LH</b>	13,330	41,285	49,390	104,006
<b>Total</b>	\$ 145,840	\$ 496,195	\$ 176,836	\$ 818,871

Option #2 – Enter into a Recreation Cost Sharing Agreement with Perth, Drummond/North Elmsley and Lanark Highlands – With Conlon

If this is the option Council wishes to proceed with additional work would need to be done with regards to the financial calculations. It is also recommended that all of Tay Valley's outdoor recreation facilities and amenities be included in the agreement as they are either similar amenities to what is offered at Conlon Farm or are amenities that residents of Perth and the other two municipalities use as they are not offered in their respective municipalities. For example, boat launches, water access points, swimming areas, tennis court, playgrounds, ball diamonds, parks, trail, etc. It would be anticipated that the financials would not be ready until the 2025 budget discussions.

The below chart shows what adding in Conlon Farm without any other municipality's recreation facilities and amenities would cost each respective municipality. The cost difference in this scenario would be an additional \$51,278.



	Perth Arena	Perth Pool	Perth Conlon Farm	LH Arena	Total
<b>Perth</b>	35.58%	32.39%	32.39%	24.11%	
<b>TVT</b>	25.56%	29.07%	29.07%	24.24%	
<b>DNE</b>	29.72%	30.22%	30.22%	23.72%	
<b>LH</b>	9.14%	8.32%	8.32%	27.93%	
<b>Total</b>	100.00%	100.00%	100.00%	100.00%	
<b>Net Costs</b>	\$ 145,840	\$ 496,195	\$ 176,372	\$ 176,836	
<b>Perth</b>	51,886	160,702	57,121	42,633	312,342
<b>TVT</b>	37,280	144,261	51,278	42,861	275,679
<b>DNE</b>	43,345	149,946	53,298	41,952	288,542
<b>LH</b>	13,330	41,285	14,675	49,390	118,681
<b>Total</b>	\$ 145,840	\$ 496,195	\$ 176,372	\$ 176,836	\$ 995,244

Option #3 – Do Not Enter into a Recreation Cost Sharing Agreement

Although not advisable, there is always the option of not entering into a Recreation Cost Sharing Agreement. This would mean that the residents of Tay Valley would need to pay the full user fees for the three (3) facilities. Council could choose to reimburse the difference but that would require the development of a policy, the user to submit receipts to claim the difference and then the administration to do so. There is currently not enough staffing capacity to do so.

**FINANCIAL CONSIDERATIONS**

Overall, the impact of Option #1 would have little bearing on the 2024 budget compared to the previous agreement as Conlon Farm has been removed and Lanark Highlands Arena has been added, and the funding formula updated.

**STRATEGIC PLAN LINK**

The delivery of affordable Recreation and Cultural programs, and specifically to improve our recreation, social and cultural facilities and assets.

## **CLIMATE CONSIDERATIONS**

None considered.

## **CONCLUSIONS**

As per the Joint Recreation Master Plan it is beneficial that all four municipalities work together on providing recreation facilities, amenities and programming for their residents as they are interconnected communities.

## **ATTACHMENTS**

- i) Report #CAO-2018-04 – Recreation Cost Sharing Agreement with Perth.
- ii) Report #CAO-2018-05 – Recreation Cost Sharing Agreement with Perth.
- iii) Report #CAO-2019-01 – Recreation Cost Sharing Agreement with Perth.

### **Prepared and Submitted By:**

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

**COMMITTEE OF THE WHOLE**  
May 1, 2018

**Report #CAO-2018-04**  
**Larry Donaldson, Chief Administrative Officer**

**RECREATION COST SHARING AGREEMENT**

**STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, Council receive the Recreation Cost Sharing Agreement beginning January 1, 2019 for a four year term, as provided by the Town of Perth, a copy of which forms Attachment #1 to this report, for information;

**AND THAT** the matter be tabled until the Committee of the Whole Meeting in June, 2018, to allow Council an opportunity to review the Agreement before being asked to approve it

**BACKGROUND**

The Reeve and Chief Administrative Officer were invited to a meeting with the Town of Perth and the Township of Drummond/ North Elmsley on March 23, 2018 to discuss the inter-municipal recreation agreement between the three parties.

It was agreed at this meeting that Perth would finalize the terms of the proposed agreement and present a revised agreement, including the proposed costing, for a new four year agreement.

At a subsequent meeting on April 12, 2018, the Town of Perth presented the revised agreement, a copy of which forms Attachment #1 to this report.

**DISCUSSION**

Staff has not had an opportunity to prepare a detailed report with recommendations for Council's consideration. In addition staff is aware that some members of Council have indicated their desire to further discuss this agreement before considering the matter further. As a result a copy of the proposed agreement is being provided for Council's information in preparation for further discussion on the matter at the June, 2018 COW Meeting. It is understood that Perth and D/NE are planning to deal with this issue at their May series of meetings, so staff wanted Tay Valley Council members to be aware of the issue prior to hearing about through the media.

## **OPTIONS CONSIDERED**

Option #1 (Recommended) - "THAT, Council receive the Recreation Cost Sharing Agreement beginning January 1, 2019 for a four year term, as provided by the Town of Perth, a copy of which forms Attachment #1 to this report, for information;

AND THAT the matter be tabled until the Committee of the Whole Meeting in June, 2018, to allow Council an opportunity to review the Agreement before being asked to approve it.

Option #2 – Not applicable

## **FINANCIAL CONSIDERATIONS**

## **CONCLUSIONS**

## **ATTACHMENTS**

- i) Proposed Recreation Cost Sharing Agreement

**Prepared and Submitted By:**

*Original Signed*

**Larry Donaldson,  
Chief Administrative Officer**



## RECREATION COST SHARING AGREEMENT

This Agreement made in duplicate this 1st day of January, 2019.

**BETWEEN:** The Corporation of the Town of Perth  
(Hereinafter referred to as “the Town”)  
**OF THE FIRST PART**

**AND:** The Corporation of the Township of Tay Valley  
(Hereinafter referred to as “Tay Valley”)  
**OF THE SECOND PART**

**WHEREAS** Perth and Tay Valley have been sharing recreation facilities for many years;

**AND WHEREAS** the municipalities wish to renew their commitment to share capital and operating costs associated with the three (3) facilities described below for the period 2019, 2020, 2021 and 2022;

**AND WHEREAS** the three (3) facilities are described as:

- The Perth and District Community Centre, Beckwith Street East, Perth, Ontario;
- The Perth and District Indoor Pool, Sunset Blvd, Perth, Ontario, and;
- Conlon Farm Recreation Facility, Conlon Drive, Perth, Ontario.

**NOW THEREFORE THIS AGREEMENT WITNESSES THAT** in consideration of the premises hereof and the mutual covenants hereinafter set forth, the parties agree as follows:

1. The Town agrees that during the term of this Agreement: The Town agrees to effectively manage the three (3) facilities and to ensure that proper maintenance procedures are in place, while being financially prudent in regard to the operation of all three (3) recreational facilities;

It will assume all risk with respect to the management of revenues and expenses for the three (3) facilities and further agrees that for the period of this Agreement that there will be no further requests for funding support.

2. Tay Valley agrees to pay the following amounts as its share of the net costs of the facilities:

YEAR	AMOUNT
2019	\$190,147 & CPI plus 1%
2020	2019 & CPI plus 1%
2021	2020 & CPI plus 1%
2022	2021 & CPI plus 1%

3. The Town agrees to deliver to Tay Valley on or before June 1 in each year during the term of this agreement and on or before June 1, 2023, financial statements:
- For the immediately preceding calendar year;
  - Setting out the expenses and revenues associated with the three facilities.

Failure by the Town to provide Tay Valley with the aforementioned financial statements will be considered cause to withhold payment as outlined in Section 4 of this Agreement.

4. All yearly charges shall be adjusted in accordance with the Consumer Price Index (CPI) plus 1%, based upon the October statistical results.
5. The formula for geographic weighting is the basis for this agreement and all parties recognize that it has been frozen at 2010 levels.
6. Tay Valley agrees to pay to the Town fifty percent (50%) of the above amounts on May 1<sup>st</sup> of each year and the balance on December 1<sup>st</sup> in each year of the Agreement.
7. The Town agrees that during the term of this Agreement, residents of Tay Valley Township will be charged entry/participation fees that are equivalent with those charged to residents of the Town of Perth.
8. That Perth Staff will meet quarterly with Tay Valley staff to review the operations and any capital projects ongoing for the three facilities.
9. On or before February 28 in each year of this agreement, the Town will forward to Tay Valley a composite Year-End User Summary of the three (3) recreational facilities, based upon the individual user groups and the home base origin of each registrant. Failure to provide the User Summary statistics will be considered cause to withhold payment as outlined in Section 4 of this Agreement.
10. The Town agrees to acknowledge Tay Valley as a full funding partner for the three (3) facilities. Such acknowledgement shall include:
- a. On site signage in a prominent location at the three (3) facilities, and;
  - b. Recognition in all promotional material related to the facilities.
11. All previous Agreements respecting Recreation Cost Sharing between the parties are superseded by this Agreement.

12. Both parties agree to commence negotiations with a view to developing a new cost sharing Agreement in January 2022.
13. The parties hereto agree that either of them may, without cause or penalty, terminate this Agreement by giving 360 days' written notice to the other of the desire to terminate.

If any notice is required to be given by the parties to this Agreement, such notice shall be mailed by Registered Mail or delivered to:

If to Tay Valley:  
Township Clerk  
Tay Valley Township  
217 Harper Road  
Perth ON K7H 3C6

If to Perth:  
Town Clerk  
Town of Perth  
80 Gore Street East  
Perth ON K7H 1H9

Or such other address of which either party has notified the other in writing, and any such notice mailed by Registered Mail or delivered shall be deemed appropriate and sufficient as notice under the terms of this Agreement.

14. If this Agreement has not yet been negotiated for the next term, it shall be maintained at the current rate until such time a new agreement has been reached and appropriate costs shall be attributed at that time.
15. If both parties reach an impasse in negotiating the future Recreation Cost Sharing Agreement, then both municipalities shall submit their positions to an independent mediator who will work with both groups to secure a new agreement.
16. The Town shall indemnify and hold harmless Tay Valley, its officers, employees and volunteers from and against any and all liability, loss, claims, demands, costs and expenses, including reasonable legal fees, occasioned wholly or in part by any negligence, acts or omissions whether willful or otherwise by the Town, its officers, employees or other persons for whom the Town is legally responsible for such actions emanating from the undertaking of this agreement and such indemnity and obligation to hold harmless shall survive any termination of this Agreement.
17. As security for the indemnity and obligation to hold harmless as set out above, the Town shall obtain and maintain, at its own expense a policy of Municipal General Liability Insurance on an occurrence basis for an amount of not less than \$15,000,000 per occurrence with an annual aggregate limit of not less than \$15,000,000 for any negligence act or omission by the Town in carrying out its obligations under this agreement for the provision of recreation services. Such insurance shall provide, but is not limited to, coverage against liability for bodily injury and property damage including loss of use; injury to participants; abuse liability; personal injury; medical payments;

contractual liability; premises; property and operations; incidental medical malpractice; owners and contractor's protective; occurrence property damage; products and completed operations; for employees as Additional Insured; contingent employer's liability; cross liability and severability of interest clause.

18. The insurance policy referred to above shall:
  - (a) be in a form and with a company which are acceptable to Tay Valley;
  - (b) name Tay Valley as an Additional insured with respect to the Named Insured operations of providing recreation services;
  - (c) be non-contributing and apply as primary and not as excess of any insurance available to Tay Valley;
  - (d) provide that the coverage may not be cancelled by the Town or the Insurer unless the Insurer notifies Tay Valley in writing at least sixty (60) days prior to the effective date of the cancellation; and,
  - (e) provide that the Insurer shall remain obligated to provide insurance coverage against liability for loss or damage which occurs, or causes of action which arise, prior to the effective date of such cancellation.
  
19. The Town shall provide to Tay Valley within thirty (30) days of request by:
  - (a) a true copy of the policy containing coverage set out above; and
  - (b) a Certificate of Insurance from the insurer confirming the coverages set out above.
  
20. Notwithstanding Section 13 of this Agreement, if any such policy of insurance is cancelled during the term of this Agreement, or if the Town fails to provide a true copy of the policy or a Certificate of Insurance to Tay Valley within thirty (30) days of receipt of a request from it, Tay Valley may at any time after receiving notice of such cancellation, or after expiry of the said thirty (30) days, as the case may be, terminate this Agreement and its obligations to make further payments to the Town in accordance with Sections 2 and 4 of this Agreement by giving written notice of termination to the Town. Any such notice may specify that the effective date of termination of this Agreement shall be the date of such notice of termination or such later date as Tay Valley may specify in its notice of termination.



**SIGNED, SEALED AND DELIVERED**, in the presence of:

**THE CORPORATION OF THE TOWN OF PERTH**

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John Fenik, Mayor

---

Lauren Walton, Clerk

**THE CORPORATION OF THE TOWNSHIP OF TAY VALLEY**

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Keith Kerr, Reeve

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Amanda Mabo, Clerk

**COMMITTEE OF THE WHOLE**  
June 5, 2018

**Report #CAO-2018-05**  
**Larry Donaldson, Chief Administrative Officer**

**RECREATION COST SHARING AGREEMENT WITH PERTH**

**STAFF RECOMMENDATION(S)**

It is recommended:

**“THAT**, Council defer entering into the proposed Inter-Municipal Recreation Agreement with the Town of Perth until the new term of Council takes office.”

**BACKGROUND**

Tay Valley Township has been party to a recreation agreement with the Town of Perth for many years. The agreement provides access to the Perth and District Community Centre, the Perth and District Indoor Pool and the Conlon Farm Recreation Facility, each of which are owned and managed by Perth, at reduced user fee rates where they apply. In other words, users from Tay Valley are able to access these facilities at the same cost as if they were residents of Perth.

The current agreement is scheduled to expire at the end of 2018, and the Town of Perth has recently brought forward a proposed new agreement for the Township’s consideration, a copy of which forms Attachment #1 to this report. The proposed new agreement maintains most of the previous terms, however the annual fee being proposed is changed. The current agreement saw a 1% year over year increase in Tay Valley’s funding. The proposed agreement maintains that 1% increase but adds an additional amount based on the Consumer Price Index (CPI) in the final three years of the agreement (2020, 2021, and 2022). For each of the past 5 years the CPI has been calculated as follows:

<u>Year</u>	<u>CPI</u>
2013	1%
2014	2.4%
2015	1.2%
2016	1.8%
2017	<u>1.7%</u>
	<b>1.62% average CPI</b>

Therefore, using the average CPI increase from the last five year period will result in an annual approximate increase of 2.6% in total for the years 2020, 2021 and 2022. The first year of the proposed agreement (2019) is set to increase by 3%, with no CPI factored in, over the 2018 for a total cost of \$195,852. This amount represents close to 4% of the Township's municipal levy

Tay Valley staff had previously understood that the parties to the agreement were in agreement to defer discussions on this issue until the new Council's had taken office to allow the new Council's to decide on the issue as the impact of the new agreement and its terms will have to be managed by the next term of Council, However at meetings held in Perth in April of 2018, between the Head's of Council and the CAO's from Perth, Tay Valley and Drummond/North Elmsley, it was determined that the parties would bring the issue forward now. The product of those discussions is the proposed agreement as presented by the Town of Perth.

## **DISCUSSION**

Staff is comfortable moving ahead now or deferring the topic until the new term of Council takes office, whichever Council prefers. Direction is sought from Council on this point. It is understood that Drummond/North Elmsley Township Council has recently given approval to the new agreement.

The current Agreement remains in effect until the end of 2018. It includes provisions for the agreement to be maintained under its current terms until such time as a new agreement has been reached. Additionally if the agreement has not been negotiated for the next term, it shall be maintained at the current rate until such time as a new agreement has been reached and appropriate cost shall be attributed at that time. Either party to the Agreement maintains the right to give Notice of Termination by giving 180 days written notice to the other party.

In considering options to the terms of the proposed agreement, Perth has made it clear that it does not wish to negotiate a different type of formula, such as a user number formula for determining costs. While Perth is hopeful that an agreement with Tay Valley will occur sooner than later, they understand the terms of the present agreement, so if Tay Valley does not wish to deal with the matter at this time, nothing will change before end of year, and nothing will change prior to 180 days after written Notice of Termination is received.

## **OPTIONS CONSIDERED**

Option #1 (Recommended) – That Council defer consideration of the proposed Recreation Cost Sharing Agreement with the Town of Perth to the next term of Council. Deferral provides the new Council with the opportunity of deciding how best to deal with this issue as they will have to manage it. Additionally, it deferral may allow a better understanding by the new Council members of how the formula is based

Option #2 – Council approve the proposed Recreation Cost Sharing Agreement with the Town of Perth. As a result of the agreement not beginning prior to the start of the next term of Council, it would appear prudent that such decision be made by those members of Council that will be responsible for its management and impact. However should Council wish to

proceed, staff have no additional concerns in doing so. The 3% increase in cost will need to be included in the 2019 budget.

Option #3 – Do not enter into a recreation cost sharing agreement for the use of the facilities. This option is not recommended as it would create a financial barrier for Tay Valley residents to participate in recreational opportunities and the use of the outlined facilities.

### **STRATEGIC PLAN LINK**

The delivery of affordable Recreation and Cultural programs, and specifically to improve our recreation, social and cultural facilities and assets.

### **FINANCIAL CONSIDERATIONS**

The financial impact of this reports equates to the cost of each year of the proposed agreement as previously identified in this report.

### **CONCLUSIONS**

While not presently included within the Township's strategic plan, working more closely together with our neighbours in providing services to achieve efficiencies is a fundamental goal of the Township

### **ATTACHMENTS**

#1 – Proposed Recreation Cost Sharing Agreement.

### **Prepared and Submitted By:**

*Original Signed*

**Larry Donaldson,  
Chief Administrative Officer**



Tay Valley Township



## RECREATION COST SHARING AGREEMENT

This Agreement made in duplicate this 1st day of January, 2019.

**BETWEEN:** The Corporation of the Town of Perth  
(Hereinafter referred to as "the Town")  
**OF THE FIRST PART**

**AND:** The Corporation of the Township of Tay Valley  
(Hereinafter referred to as "Tay Valley")  
**OF THE SECOND PART**

**WHEREAS** Perth and Tay Valley have been sharing recreation facilities for many years;

**AND WHEREAS** the municipalities wish to renew their commitment to share capital and operating costs associated with the three (3) facilities described below for the period 2019, 2020, 2021 and 2022;

**AND WHEREAS** the three (3) facilities are described as:

- The Perth and District Community Centre, Beckwith Street East, Perth, Ontario;
- The Perth and District Indoor Pool, Sunset Blvd, Perth, Ontario, and;
- Conlon Farm Recreation Facility, Conlon Drive, Perth, Ontario.

**NOW THEREFORE THIS AGREEMENT WITNESSES THAT** in consideration of the premises hereof and the mutual covenants hereinafter set forth, the parties agree as follows:

1. The Town agrees that during the term of this Agreement: The Town agrees to effectively manage the three (3) facilities and to ensure that proper maintenance procedures are in place, while being financially prudent in regard to the operation of all three (3) recreational facilities;

It will assume all risk with respect to the management of revenues and expenses for the three (3) facilities and further agrees that for the period of this Agreement that there will be no further requests for funding support.

2. Tay Valley agrees to pay the following amounts as its share of the net costs of the facilities:

YEAR	AMOUNT
2019	\$195,852
2020	2019 & CPI plus 1%
2021	2020 & CPI plus 1%
2022	2021 & CPI plus 1%

3. The Town agrees to deliver to Tay Valley on or before June 1 in each year during the term of this agreement and on or before June 1, 2023, financial statements:
  - For the immediately preceding calendar year;
  - Setting out the expenses and revenues associated with the three facilities.

Failure by the Town to provide Tay Valley with the aforementioned financial statements will be considered cause to withhold payment as outlined in Section 4 of this Agreement.

4. Please see the attached Schedule 'A', which will act as the Recreational Cost Sharing Summary sheet for the period of time 2019, 2020, 2021 and 2022.
5. All yearly charges shall be adjusted in accordance with the Consumer Price Index (CPI) plus 1%, based upon the October statistical results.
6. The formula for geographic weighting is the basis for this agreement and all parties recognize that it has been frozen at 2010 levels.
7. Tay Valley agrees to pay to the Town fifty percent (50%) of the above amounts on May 1<sup>st</sup> of each year and the balance on December 1<sup>st</sup> in each year of the Agreement.
8. The Town agrees that during the term of this Agreement, residents of Tay Valley Township will be charged entry/participation fees that are equivalent with those charged to residents of the Town of Perth.
9. On or before February 28 in each year of this agreement, the Town will forward to Tay Valley a composite Year-End User Summary of the three (3) recreational facilities, based upon the individual user groups and the home base origin of each registrant. Failure to provide the User Summary statistics will be considered cause to withhold payment as outlined in Section 4 of this Agreement.
10. The Town agrees to acknowledge Tay Valley as a full funding partner for the three (3) facilities. Such acknowledgement shall include:
  - a. On site signage in a prominent location at the three (3) facilities, and;
  - b. Recognition in all promotional material related to the facilities.

11. All previous Agreements respecting Recreation Cost Sharing between the parties are superseded by this Agreement.
12. Both parties agree to commence negotiations with a view to developing a new cost sharing Agreement in January 2022.
13. The parties hereto agree that either of them may, without cause or penalty, terminate this Agreement by giving 360 days written notice to the other of the desire to terminate.

If any notice is required to be given by the parties to this Agreement, such notice shall be mailed by Registered Mail or delivered to:

- (a) If to Tay Valley:  
Township Clerk  
Tay Valley Township  
217 Harper Road  
Perth ON K7H 3C6
- (b) If to Perth:  
Town Clerk  
Town of Perth  
80 Gore Street East  
Perth ON K7H 1H9

Or such other address of which either party has notified the other in writing, and any such notice mailed by Registered Mail or delivered shall be deemed appropriate and sufficient as notice under the terms of this Agreement.

14. If this Agreement has not yet been negotiated for the next term, it shall be maintained at the current rate until such time a new agreement has been reached and appropriate costs shall be attributed at that time.
15. If both parties reach an impasse in negotiating the future Recreation Cost Sharing Agreement, then both municipalities shall submit their positions to an independent mediator who will work with both groups to secure a new agreement.
16. The Town shall indemnify and hold harmless Tay Valley, its officers, employees and volunteers from and against any and all liability, loss, claims, demands, costs and expenses, including reasonable legal fees, occasioned wholly or in part by any negligence, acts or omissions whether willful or otherwise by the Town, its officers, employees or other persons for whom the Town is legally responsible for such actions emanating from the undertaking of this agreement and such indemnity and obligation to hold harmless shall survive any termination of this Agreement.

17. As security for the indemnity and obligation to hold harmless as set out above, the Town shall obtain and maintain, at its own expense a policy of Municipal General Liability Insurance on an occurrence basis for an amount of not less than \$15,000,000 per occurrence with an annual aggregate limit of not less than \$15,000,000 for any negligence act or omission by the Town in carrying out its obligations under this agreement for the provision of recreation services. Such insurance shall provide, but is not limited to, coverage against liability for bodily injury and property damage including loss of use; injury to participants; abuse liability; personal injury; medical payments; contractual liability; premises; property and operations; incidental medical malpractice; owners and contractor's protective; occurrence property damage; products and completed operations; for employees as Additional Insured; contingent employer's liability; cross liability and severability of interest clause.
18. The insurance policy referred to above shall:
  - (a) be in a form and with a company which are acceptable to Tay Valley;
  - (b) name Tay Valley as an Additional insured with respect to the Named Insured operations of providing recreation services;
  - (c) be non-contributing and apply as primary and not as excess of any insurance available to Tay Valley;
  - (d) provide that the coverage may not be cancelled by the Town or the Insurer unless the Insurer notifies Tay Valley in writing at least sixty (60) days prior to the effective date of the cancellation; and,
  - (e) provide that the Insurer shall remain obligated to provide insurance coverage against liability for loss or damage which occurs, or causes of action which arise, prior to the effective date of such cancellation.
19. The Town shall provide to Tay Valley within thirty (30) days of request by:
  - (a) a true copy of the policy containing coverage set out above; and
  - (b) a Certificate of Insurance from the insurer confirming the coverages set out above.
20. Notwithstanding Section 13 of this Agreement, if any such policy of insurance is cancelled during the term of this Agreement, or if the Town fails to provide a true copy of the policy or a Certificate of Insurance to Tay Valley within thirty (30) days of receipt of a request from it, Tay Valley may at any time after receiving notice of such cancellation, or after expiry of the said thirty (30) days, as the case may be, terminate this Agreement and its obligations to make further payments to the Town in accordance with Sections 2 and 4 of this Agreement by giving written notice of termination to the Town. Any such notice may specify that the effective date of termination of this Agreement shall be the date of such notice of termination or such later date as Tay Valley may specify in its notice of termination.



**SIGNED, SEALED AND DELIVERED**, in the presence of:

**THE CORPORATION OF THE TOWN OF PERTH**

\_\_\_\_\_  
John Fenik, Mayor

\_\_\_\_\_  
Lauren Walton, Clerk

**THE CORPORATION OF THE TOWNSHIP OF TAY VALLEY**

\_\_\_\_\_  
Keith Kerr, Reeve

\_\_\_\_\_  
Amanda Mabo, Clerk

**COMMITTEE OF THE WHOLE**

March 5, 2019

Report #CAO-2019-01

Larry Donaldson, Chief Administrative Officer

**RECREATION COST SHARING AGREEMENT WITH PERTH****STAFF RECOMMENDATION(S)**

It is recommended:

“**THAT**, Council approve the Recreation Cost Sharing Agreement for the 2019-2022 period with the Town of Perth, a copy of which forms Attachment #1 to this report.

**AND THAT**, the applicable by-law be brought forward at the next Council meeting for approval.”

**BACKGROUND**

Attachment #2 and Attachment #3 to this report are copies of staff reports previously presented to Committee of the Whole on May 1, 2018 and June 5, 2018, respectively on this matter. These reports provide further background to this report.

At its meeting of June 12, 2018, Tay Valley Council passed the following Resolution:

“That Council defer entering into the proposed Inter-Municipal Recreation Agreement with the Town of Perth until the new term of Council takes office.”

Tay Valley Township has been party to a recreation cost sharing agreement with the Town of Perth since 2002. The agreement provides access to the Perth and District Community Centre, the Perth and District Indoor Pool and the Conlon Farm Recreation Facility, each of which are owned and managed by Perth, at reduced user fee rates where they apply. In other words, users from Tay Valley are able to access these facilities and register for Town based programs at the same cost as if they were residents of Perth.

The current agreement is scheduled to expire at the end of 2018. In preparation for the renewal of the agreement between the parties (Tay Valley, Drummond/North Elmsley and Perth) the Town of Perth has brought forward a proposed new agreement for the Township's consideration, a copy of which forms Attachment #1 to this report. The proposed new agreement covers the next four-year period (2019-2022) and maintains most of the previous terms, however the annual contribution from Tay Valley and Drummond/North Elmsley to Perth is changed. The current agreement saw a 1% year over year increase in Tay Valley's

contribution. The proposed agreement maintains that 1% increase but adds an additional amount based on the Consumer Price Index (CPI) in the final three years of the agreement (2020, 2021, and 2022). For each of the past 5 years the CPI (October-October) has been calculated as follows:

<u>Year</u>	<u>CPI</u>
2014	2.4%
2015	1.2%
2016	1.8%
2017	1.7%
2018	<u>2.4%</u>
	<b>1.9% average CPI</b>

Therefore, using the average CPI increase from the last five year period will result in an annual increase of approximately 3% in total for the years 2020, 2021 and 2022. The first year of the proposed agreement (2019) is set to increase by 3%, with no CPI factored in over the 2018 amount, for a total cost of \$195,852. This cost represents close to 4% of the Township's overall municipal levy.

## **DISCUSSION**

The current Agreement remains in effect until the end of 2018. It includes provisions for the agreement to be maintained under its current terms until such time as a new agreement has been reached. Additionally if the agreement has not been negotiated for the next term, it shall be maintained at the current rate until such time as a new agreement has been reached and appropriate costs shall be attributed at that time. Either party to the Agreement maintains the right to give Notice of Termination by giving 180 days written notice to the other party.

While Perth is hopeful that an agreement with Tay Valley will occur sooner than later, they understand the terms of the present agreement; meaning nothing will change before end of year, and nothing will change prior to 180 days after written Notice of Termination is received from either party.

There has been discussion over the last term of Council about the possibility of providing funding based on a formula other than the one proposed by Perth. The main focus of those discussions has been based on a formula based on actual users of the facilities from Tay Valley. In considering options to the terms of the proposed agreement, Perth has made it clear that it does not wish to negotiate a different type of formula, such as a user number formula for determining costs.

It is important to point out that in addition to preferred user rates as well as general access to Perth's recreation facilities and programs, Tay Valley offers some of its own recreation programs not offered from the facilities covered by the proposed agreement. These programs include the following:

- hockey (hourly ice rental for use of the Lanark Arena),
- soccer (Glen Tay School),
- karate (Glen Tay School),

- choir (Maberly Hall and Lanark Lodge).

While the cost of providing these programs is done on a cost-recovery basis, it is important to note that there is approximately .5 of a full-time equivalent (FTE) staff resource required to administer these programs (book space, administer registration, organize schedules, coordinate volunteers and general overhead required to run and coordinate the programs), the cost of which is not covered by the fees charged to register for the programs. I am raising this information to ensure Council (and particularly the new Councillors) is aware of this issue and so that the broader picture of Tay Valley's recreation offerings are understood. By comparison, it is my understanding that Drummond/North Elmsley do not provide similar recreational offerings. Instead they purchase their recreation services through the provision of the same recreation agreement with Perth and a separate one with Smiths Falls, which covers residents who live closer to Smiths Falls than Perth. However they do not offer any of their own recreation programs apart from what the Agreement covers.

#### User Numbers:

Under the provisions of the current (and proposed) agreement, the Town of Perth provides user numbers to each party on an annual basis. We have just recently received the user statistics for 2018 from Perth and they are included along with the previous 4 years in Attachment #4 to this report.

#### ***(User #'s By facility and Program from each municipality)***

Municipality	Values	Arena				Pool			Conlon			
		Adult Hockey	Figure Skating	Girls Hockey	Lanark Minor Hockey	Active Users	Drop-Ins	Stingrays	Adult Baseball	Little League	Soccer	Tennis
Perth	2014	62	15	8	73	461	2953	22	29	82	97	16
	2015	52	21	5	85	415	3442	40	21	54	161	14
	2016	42	13	4	70	615	3444	51	25	74	213	14
	2017	73	14	6	69	1361	3348	33	22	117	148	9
	2018	68	13	0	71	936	4854	68	59	126	220	14
TVT	2014	15	16	8	71	282	778	19	40	32	69	17
	2015	26	21	8	72	359	869	19	32	48	50	19
	2016	20	15	5	55	398	881	18	35	55	68	17
	2017	43	3	5	53	247	903	10	73	68	42	3
	2018	41	2	0	68	183	929	10	44	27	52	15
DNE	2014	22	37	10	119	323	932	29	48	52	89	15
	2015	28	43	8	95	398	1173	47	48	67	75	12
	2016	37	16	5	115	539	1168	59	36	87	100	13
	2017	58	31	13	119	291	1492	44	30	89	141	32
	2018	78	26	0	101	491	998	18	46	63	135	15
Out of Area	2014	13	1	13	26	264	1696	37	0	0	46	5
	2015	20	1	3	27	280	1575	21	0	0	39	5
	2016	15	17	2	33	510	1991	41	0	10	51	4
	2017	19	16	4	29	480	2374	34	0	9	71	7
	2018	18	5	0	34	1240	2032	7	0	12	76	2

It is important to note that in most cases Tay Valley residents don't register for programs directly with the Town of Perth. Instead, participants register through the applicable organization such as, minor hockey, minor soccer, figure skating, etc. who are themselves users of the facilities. In other words, the Town of Perth does not run these programs directly; they simply rent the facility to the organization that actually runs the programs. This is an

important point to understand, as it makes the administration of the programs not as straight forward as one might think or expect.

## **OPTIONS CONSIDERED**

Option #1 (Recommended) – That Council approve the Recreation Cost Sharing Agreement covering the 2019-2022 period with the Town of Perth, a copy of which forms Attachment #1 to this report.

Option #2 – Council not enter into a Recreation Cost Sharing Agreement with the Town of Perth and instead explore other options in providing recreation facilities and programs. This option is not recommended as it may create a financial barrier for Tay Valley residents to participate in recreational opportunities and the use of the outlined facilities.

Option #3 – Identify other options to the above noted. Provide formal Notice of Termination to the Town of Perth of Tay Valley’s intention to end the terms of the current Agreement.

Option #4 – Enter into the proposed Agreement and inform Perth of any issues/changes Council wishes to pursue in time for its next renewal in 2023.

## **STRATEGIC PLAN LINK**

The delivery of affordable Recreation and Cultural programs, and specifically to improve our recreation, social and cultural facilities and assets.

## **FINANCIAL CONSIDERATIONS**

The financial impact of this report equates to the cost of each year of the proposed agreement. This cost equates to approximately 4% of the total municipal tax levy for each of the four years of the Agreement

While not wanting to overly complicate the discussion, it is relevant to include a report prepared by Howard Allan and Partners in 2002, which formed the basis of the original cost sharing agreement between the parties almost two decades ago. The “Allan Report” forms Attachment #5 to this report. As you can see the model developed was based on a “geographic weighted assessment” formula. In simple terms it assumes that the closer one lives to the actual facilities, the more likely people are to use them and Mr. Allan created a formula based on that premise. This formula was adopted by the parties and used to determine the original cost split. More recently, since 2010, the cost has been derived by a percentage increase to the previous year’s contribution.

The projected operating cost for each facility has been determined by Perth and summed for the four (4) year term resulting in apportioning the cost among the three (3) partners based on historical geographic weighted assessment (which is similar to the Library Cost Sharing Agreement)

Cost Breakdown:

<u>Partner</u>	<u>Contribution</u>	<u># of Households</u>	<u>Cost/ Household</u>	<u>Average Annual Increase</u>	<u>% of Costs</u>
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D/NE	\$175,510	3,667	\$47.86	\$7009	27.7
Tay Valley	\$195,852	3,931	\$49.82	\$7821	31
Perth	\$262,380	3,172	\$82.72	\$10,478	41.3
<b>TOTAL</b>	<b>\$633,743</b>	<b>10,770</b>	<b>\$58.84</b>	<b>\$25,308</b>	<b>100</b>

The cost per household demonstrates the original geographic weighted assessment is still applicable. The above amounts are based on user fees increasing by CPI plus 1% per year from 2019 to 2022.

The net cost is fixed for Tay Valley and D/NE. Perth has the responsibility to effectively manage these three (3) facilities and to ensure the proper maintenance procedures are in place while being financially prudent in regard to the day-to-day operations of all three (3) recreational properties.

The defined financial contribution is based on the projected cost of operating the three (3) facilities for the next four (4) years, accounting for inflation and other known projected increases (salaries, wages, insurance, utilities, etc.). The financial contribution for each year also includes funding to cover a percentage share of the operating and capital costs inflated by the Consumer Price Index (CPI) plus 1% each year (October to October CPI review period for Ontario).

## CONCLUSIONS

Working more closely together with our neighbours in providing services to achieve efficiencies is a fundamental goal of the Township. Further, while there are various formulae for calculating the apportionment of costs in this matter, it appears that the original “geographic weighted assessment” has served the municipalities well over time. Inherent in this formula is the notion that funding of this service by all is for the greater good, similar to health care or education. While there has been interest in pursuing a model based on actual user numbers, Perth has made it clear they are firm on the proposed Agreement. Should Council wish to discuss options to the current formula, this could be done prior to the end of the proposed Agreement in 2022.

It is also important to mention the need for the partners to work together to provide the facilities and programs our taxpayers need. The reality is that all three municipalities really form one community. It would be unwise for each of these municipalities to go it alone in the provision of recreation services. In other words Perth needs us and we need them. Each of the facilities were built on the basis that they would service the larger community and that is still the case today and into the future. The three partner municipalities have always, and continue to identify areas of service in which we can collaborate to offer municipal services as efficiently as possible and the maintenance, operation and access to these facilities is an important service for Tay Valley to provide to its residents in this way.

Should a suitable Agreement not be reached between the parties, Council is asked to provide direction on how it wishes to proceed.

## ATTACHMENTS

- #1 – Proposed Recreation Cost Sharing Agreement.
- #2 – Tay Valley COW Report dated May 1, 2018
- #3 – Tay Valley COW Report dated June 5, 2018
- #4 – User Statistics for last 5 years
- #5 - Allan and Partners Report, 2002

**Prepared and Submitted By:**

*Original Signed*

**Larry Donaldson,  
Chief Administrative Officer**



## RECREATION COST SHARING AGREEMENT

This Agreement made in duplicate this 1st day of January, 2019.

**BETWEEN:** The Corporation of the Town of Perth  
(Hereinafter referred to as "the Town")  
**OF THE FIRST PART**

**AND:** The Corporation of the Township of Tay Valley  
(Hereinafter referred to as "Tay Valley")  
**OF THE SECOND PART**

**WHEREAS** Perth and Tay Valley have been sharing recreation facilities for many years;

**AND WHEREAS** the municipalities wish to renew their commitment to share capital and operating costs associated with the three (3) facilities described below for the period 2019, 2020, 2021 and 2022;

**AND WHEREAS** the three (3) facilities are described as:

- The Perth and District Community Centre, Beckwith Street East, Perth, Ontario;
- The Perth and District Indoor Pool, Sunset Blvd, Perth, Ontario, and;
- Conlon Farm Recreation Facility, Conlon Drive, Perth, Ontario.

**NOW THEREFORE THIS AGREEMENT WITNESSES THAT** in consideration of the premises hereof and the mutual covenants hereinafter set forth, the parties agree as follows:

1. The Town agrees that during the term of this Agreement: The Town agrees to effectively manage the three (3) facilities and to ensure that proper maintenance procedures are in place, while being financially prudent in regard to the operation of all three (3) recreational facilities;

It will assume all risk with respect to the management of revenues and expenses for the three (3) facilities and further agrees that for the period of this Agreement that there will be no further requests for funding support.



2. Tay Valley agrees to pay the following amounts as its share of the net costs of the facilities:

YEAR	AMOUNT
2019	\$195,852
2020	2019 & CPI plus 1%
2021	2020 & CPI plus 1%
2022	2021 & CPI plus 1%

3. The Town agrees to deliver to Tay Valley on or before June 1 in each year during the term of this agreement and on or before June 1, 2023, financial statements:
  - For the immediately preceding calendar year;
  - Setting out the expenses and revenues associated with the three facilities.

Failure by the Town to provide Tay Valley with the aforementioned financial statements will be considered cause to withhold payment as outlined in Section 4 of this Agreement.

4. Please see the attached Schedule 'A', which will act as the Recreational Cost Sharing Summary sheet for the period of time 2019, 2020, 2021 and 2022.
5. All yearly charges shall be adjusted in accordance with the Consumer Price Index (CPI) plus 1%, based upon the October statistical results.
6. The formula for geographic weighting is the basis for this agreement and all parties recognize that it has been frozen at 2010 levels.
7. Tay Valley agrees to pay to the Town fifty percent (50%) of the above amounts on May 1<sup>st</sup> of each year and the balance on December 1<sup>st</sup> in each year of the Agreement.
8. The Town agrees that during the term of this Agreement, residents of Tay Valley Township will be charged entry/participation fees that are equivalent with those charged to residents of the Town of Perth.
9. On or before February 28 in each year of this agreement, the Town will forward to Tay Valley a composite Year-End User Summary of the three (3) recreational facilities, based upon the individual user groups and the home base origin of each registrant. Failure to provide the User Summary statistics will be considered cause to withhold payment as outlined in Section 4 of this Agreement.
10. The Town agrees to acknowledge Tay Valley as a full funding partner for the three (3) facilities. Such acknowledgement shall include:
  - a. On site signage in a prominent location at the three (3) facilities, and;
  - b. Recognition in all promotional material related to the facilities.

11. All previous Agreements respecting Recreation Cost Sharing between the parties are superseded by this Agreement.
12. Both parties agree to commence negotiations with a view to developing a new cost sharing Agreement in January 2022.
13. The parties hereto agree that either of them may, without cause or penalty, terminate this Agreement by giving 360 days written notice to the other of the desire to terminate.

If any notice is required to be given by the parties to this Agreement, such notice shall be mailed by Registered Mail or delivered to:

- (a) If to Tay Valley:  
Township Clerk  
Tay Valley Township  
217 Harper Road  
Perth ON K7H 3C6
- (b) If to Perth:  
Town Clerk  
Town of Perth  
80 Gore Street East  
Perth ON K7H 1H9

Or such other address of which either party has notified the other in writing, and any such notice mailed by Registered Mail or delivered shall be deemed appropriate and sufficient as notice under the terms of this Agreement.

14. If this Agreement has not yet been negotiated for the next term, it shall be maintained at the current rate until such time a new agreement has been reached and appropriate costs shall be attributed at that time.
15. If both parties reach an impasse in negotiating the future Recreation Cost Sharing Agreement, then both municipalities shall submit their positions to an independent mediator who will work with both groups to secure a new agreement.
16. The Town shall indemnify and hold harmless Tay Valley, its officers, employees and volunteers from and against any and all liability, loss, claims, demands, costs and expenses, including reasonable legal fees, occasioned wholly or in part by any negligence, acts or omissions whether willful or otherwise by the Town, its officers, employees or other persons for whom the Town is legally responsible for such actions emanating from the undertaking of this agreement and such indemnity and obligation to hold harmless shall survive any termination of this Agreement.

17. As security for the indemnity and obligation to hold harmless as set out above, the Town shall obtain and maintain, at its own expense a policy of Municipal General Liability Insurance on an occurrence basis for an amount of not less than \$15,000,000 per occurrence with an annual aggregate limit of not less than \$15,000,000 for any negligence act or omission by the Town in carrying out its obligations under this agreement for the provision of recreation services. Such insurance shall provide, but is not limited to, coverage against liability for bodily injury and property damage including loss of use; injury to participants; abuse liability; personal injury; medical payments; contractual liability; premises; property and operations; incidental medical malpractice; owners and contractor's protective; occurrence property damage; products and completed operations; for employees as Additional Insured; contingent employer's liability; cross liability and severability of interest clause.
18. The insurance policy referred to above shall:
  - (a) be in a form and with a company which are acceptable to Tay Valley;
  - (b) name Tay Valley as an Additional insured with respect to the Named Insured operations of providing recreation services;
  - (c) be non-contributing and apply as primary and not as excess of any insurance available to Tay Valley;
  - (d) provide that the coverage may not be cancelled by the Town or the Insurer unless the Insurer notifies Tay Valley in writing at least sixty (60) days prior to the effective date of the cancellation; and,
  - (e) provide that the Insurer shall remain obligated to provide insurance coverage against liability for loss or damage which occurs, or causes of action which arise, prior to the effective date of such cancellation.
19. The Town shall provide to Tay Valley within thirty (30) days of request by:
  - (a) a true copy of the policy containing coverage set out above; and
  - (b) a Certificate of Insurance from the insurer confirming the coverages set out above.
20. Notwithstanding Section 13 of this Agreement, if any such policy of insurance is cancelled during the term of this Agreement, or if the Town fails to provide a true copy of the policy or a Certificate of Insurance to Tay Valley within thirty (30) days of receipt of a request from it, Tay Valley may at any time after receiving notice of such cancellation, or after expiry of the said thirty (30) days, as the case may be, terminate this Agreement and its obligations to make further payments to the Town in accordance with Sections 2 and 4 of this Agreement by giving written notice of termination to the Town. Any such notice may specify that the effective date of termination of this Agreement shall be the date of such notice of termination or such later date as Tay Valley may specify in its notice of termination.

**SIGNED, SEALED AND DELIVERED**, in the presence of:

**THE CORPORATION OF THE TOWN OF PERTH**

\_\_\_\_\_  
John Fenik, Mayor

\_\_\_\_\_  
Lauren Walton, Clerk

**THE CORPORATION OF THE TOWNSHIP OF TAY VALLEY**

\_\_\_\_\_  
Keith Kerr, Reeve

\_\_\_\_\_  
Amanda Mabo, Clerk



November 21, 2023

Re: Traffic Advisory Working Group

Hello Municipal Clerk,

This letter is to request your participation in the new Traffic Advisory Working Group established at the County of Lanark.

The Traffic Advisory Working Group was formed to address traffic related safety concerns on County roads and to obtain feedback on activities such as; suggested speed reductions, community safety zones and other speed management practices on a case by case basis.

The County is seeking one municipal Council representative from each municipality in the County. Meetings will take place once per quarter. Please find the Terms of Reference attached.

Please inform myself at [jralph@lanarkcounty.ca](mailto:jralph@lanarkcounty.ca) by January 10th, 2024 of your chosen representative.

Thank you,

A handwritten signature in blue ink, appearing to read "Jasmin", with a horizontal line extending to the right.

Jasmin Ralph County  
Clerk



# **TRAFFIC ADVISORY WORKING GROUP**

## **TERMS OF REFERENCE**

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## MISSION STATEMENT

The Traffic Advisory Working Group will help streamline the process of assessing issues of speeding and other safety concerns on County Roads. The group aims to keep all relevant parties informed and allow for collaboration in decision making and implementation of speed reduction and speed management strategies.

## DEFINITIONS

**Working Group** – any group established by Council which has either a continuous existence or which goes out of existence as soon as the specified task is completed. The membership of the group shall be comprised of staff, County Council Members and lay members when necessary. The membership of a working group shall consist of less than 50% County Council and/or Local Board Members (a minimum of 2 members of Council). (Lanark County Draft Procedural By-Law).

**Speed management** – the act of influencing drivers to adopt speeds that offer mobility without unduly compromising safety. It includes a wide variety of techniques (including traffic calming) to maximize compliance with properly set speed limits. Used effectively, speed management can reduce incidences of motorists driving too fast for conditions.

**Lanark County Speed Management Policy (SMP)** – policy that lays out the process to initiate, review, install, monitor, and assess speed management measures on County Roads in an equitable and consistent manner. The policy describes the steps and process for responding to resident traffic safety concerns. This includes the use of Community Safety Zones, speed limit changes, and traffic calming measures. The policy sets out a step-by-step process to evaluate appropriate speed management measures specific to Lanark County.

The policy also provides a list of traffic calming measures that could be used by the County.

**Traffic calming** – a set of measures used to “calm” traffic. The goal is to create safer streets for all users. This includes pedestrians, people who use mobility devices, cyclists, and motorists. Used effectively, traffic calming measures can reduce speeds, limit cut-through traffic, and discourage poor driving habits, such as distracted or aggressive driving.

## PURPOSE AND MANDATE

The Traffic Advisory Working Group (TAWG) was formed to permit the Lanark County Public Works department to bring forth traffic related concerns to the lower tier municipalities and the OPP to obtain feedback on; suggested speed reductions, Community Safety Zones, and recommended speed management and/or traffic calming measures on a case-by-case basis.

The TAWG will also aid in the development of education and/or enforcement programs aimed at improving compliance with existing laws that can have a positive influence on road safety outcomes.



The results of the working group discussions will form part of the speed management review process that will be brought forward to the Public Works Committee of Lanark County Council as required on a case-by-case basis.

## **WORKING GROUP STRUCTURE**

### **Members:**

- Lanark County Public Works staff
- Council Representative(s) from each of the lower tier municipalities
- Representative(s) from the Lanark County OPP
- Representative(s) from the Leeds, Grenville, and Lanark District Health Unit, the Ministry of Transportation, and other emergency service providers (i.e., fire and ambulance) may also be invited to participate.

## **MEETINGS**

The Traffic Advisory Working Group (TAWG) will be a permanent body and will meet on a quarterly basis.

Meeting agendas will be prepared by Lanark County Public Works staff and circulated electronically to all Working Group Members prior to the meeting. Lanark County Public Works staff will chair each meeting and record minutes, which will include a summary of action items and recommendations that shall be circulated electronically to all Working Group Members.

## **REPORTING PROCESS**

Action Items or recommendations stemming from the working group shall be referred to the respective Committee of the Whole in the form of a Staff Report.

# **CORRESPONDENCE**



1. **The Township of McKellar:** Resolution – Call for Amendment to the Legislation Act, 2006 – *attached, page 5.*
2. **The Corporation of the Township of Ryerson:** Resolution – Ryerson Township Council supports McKellar Township to amend the Legislation Act – *attached, page 7.*
3. **The Corporation of the Town of Bracebridge:** Resolution – Request for Amendment to Legislation Act, 2006 – *attached, page 8.*
4. **Township of South Glengarry:** Resolution – Amendment to the Legislation Act – *attached, page 10.*
5. **City of Owen Sound:** Resolution – Amendment to the Legislation Act – *attached, page 11.*
6. **Town of Parry Sound:** Resolution – Amendment to the Legislation Act, 2006 – *attached, page 12.*
7. **Corporation of the Municipality of Magnetawan:** Resolution – Amendment to Legislation Act, 2006 – *attached, page 13.*
8. **Township of Perry:** Resolution – Letter of Support – Amendments to Legislation Act, 2006 – *attached, page 14.*
9. **Village of South River:** Resolution – Support Amendments to the Legislation Act, 2006 – *attached, page 16.*
10. **The Corporation of the Municipality of Wawa:** Resolution – Request the Provincial Government to allow digital publications under the Legislation Act, 2006 – *attached, page 17.*
11. **Corporation of the Town of Godfrey:** Resolution – Support call to amend the Legislation Act, 2006 to include digital publications – *attached, page 19.*
12. **Municipal Finance Officers Association of Ontario:** Update – Federal Fall Economic Update 2023 – *attached, page 20.*
13. **Town of Aurora:** Resolution – Gender-based and Intimate Partner Violence Epidemic – *attached, page 27.*

14. **Town of Orangeville:** Resolution – Officially declare intimate-partner violence an epidemic – *attached, page 41.*
15. **The Town of Goderich:** Resolution – Declaring Intimate Partner Violence an Epidemic – *attached, page 43.*
16. **The Corporation of the Township of North Dundas:** Resolution – Declaring Gender-based and Intimate Partner Violence and Epidemic – *attached, page 45.*
17. **Dufferin County:** Resolution – Gender-based Violence and Intimate Partner Violence – *attached, page 46.*
18. **The Corporation of the Township of The Archipelago:** Resolution – Supports the Town of Aurora’s resolution to declare gender-based and intimate partner violence an epidemic – *attached, page 48.*
19. **Prince Edward County:** Resolution – Urge the Federal and Provincial Governments to establish a Guaranteed Livable Income program – *attached, page 49.*
20. **Town of Halton Hills:** Resolution – Support for Town of Grimsby resolution on Guaranteed Livable Income – *attached, page 51.*
21. **Town of Orangeville:** Resolution – Double Ontario Works rates and index rates to inflation – *attached, page 54.*
22. **Prince Edward County:** Resolution – Quinte Conservation Authority, actively supports the Source Water Protection Program – *attached, page 56.*
23. **The Corporation of the Town of Alymer:** Resolution – Motion regarding Provincial Consideration for Amendments to the Residential Tenancies Act – *attached, page 58.*
24. **Bonfield Canton Township:** Resolution – Bill 21, Fixing Long-Term Care Amendment Act – *attached, page 60.*
25. **Elgin County:** Resolution – Support for Bill 21, Fixing Long-Term Care Amendment Act – *attached, page 61.*
26. **The Corporation of the City of Cambridge:** Resolution – Support for Bill 21, Fixing Long-Term Care Amendment Act – *attached, page 62.*
27. **The Corporation of the Municipality of Temagami:** Resolution – Support for fixing the Long-Term Care Act – *attached, page 64.*
28. **Township of East Hawkesbury:** – Support for fixing the Long-Term Care – *attached, page 66.*

29. **Township of Puslinch:** Resolution – Support for fixing the Long-Term Care Act – *attached, page 67.*
30. **Municipality of North Perth:** Resolution – Support for Bill 21, Fixing Long-Term Care Amendment Act – *attached, page 69.*
31. **Municipality of Tweed:** Resolution – To lobby for Federal and Provincial Governments assistance in funding capital projects – *attached, page 72.*
32. **Town of South Bruce:** Resolution – Amend Highway Traffic Act for Use of Automated Speed Enforcement Systems – *attached, page 73.*
33. **The Corporation of the Municipality of Wawa:** Resolution - Amend Highway Traffic Act for Use of Automated Speed Enforcement Systems – *attached, page 74.*
34. **The Corporation of the Town of Amherstburg:** Letter of Support – Cigarette Producer Responsibility – *attached, page 75.*
35. **Bonfield Township:** Resolution – Calling on the province to include cigarette manufacturers within the scope of producer responsibility – *attached, page 76.*
36. **Coleman Township:** Resolution – Conservation Officer Reclassification – *attached, page 77.*
37. **Bonfield Township:** Resolution – Childcare availability in our Province – *attached, page 78.*
38. **Bonfield Township:** Resolution – All Stop Arm Cameras to be Installed and Paid for by the Province – *attached, page 79.*
39. **The Corporation of the Municipality of Wawa:** Resolution – Petition the Province to expand water treatment training opportunities for Ontario communities – *attached, page 80.*
40. **The Corporation of the Municipality of Wawa:** Resolution – Call upon the Government of Canada to support Bill C-310 – *attached, page 82.*
41. **Bonfield Township:** Resolution - Call upon the Government of Canada to support Bill C-310 – *attached, page 84.*
42. **Corporation of the Town of Godfrey:** Resolution – Support the Municipality of Wawa regarding amendments to the Income Tax Act – *attached, page 85.*
43. **Corporation of the Municipality of Calvin:** Resolution – Requesting that the Government of Ontario maintain OHIP coverage for treatment of chronic pain – *attached, page 86.*

44. **Municipality of Shuniah:** Resolution – That the Province of Ontario be requested to enhance enforcement for deficient muffler systems – *attached, page 87.*
45. **Town of Whitchurch-Stouffville:** Resolution – The Province be requested to strengthen municipal enforcement regarding illegal land use – *attached, page 88.*
46. **Township of Puslinch:** Resolution – Illegal Land Use Enforcement – *attached, page 89.*
47. **The Corporation of the Town of Cobourg:** Resolution – That the Province be requested to strengthen municipal enforcement regarding illegal land use – *attached, page 101.*
48. **Municipal Property Assessment Corporation (MPAC):** Farm Property Class Tax Rate Program – *attached, page 103.*
49. **Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO):** Advocacy Update – 2023 Fall Economic Statement – *attached, page 105.*
50. **Municipal Finance Officers' Association (MFOA):** MFOA's Summary of the 2023 Fall Economic Statement – *attached, page 108.*
51. **Association of Municipalities Ontario (AMO):** Policy Update – 2023 Federal Fall Economic Statement – *attached, page 113.*

## **Petition to Tay Valley Township Council**

November 28, 2023

Attached is the petition signed by approximately 56 property owners, plus friends and family, that frequently use Rideau Lake road. It is the border between Tay Valley and Drummond/North Elmsley that runs between Elm Grove road and the north shore of the Big Rideau Lake.

We, the petitioners, request the upgrading of the road to address a very serious safety concern and to pave the road surface.

Rideau Lake road has a very steep and dangerous hill where Winton Lane and a house lane intersect at its peak. To enter the road safely it is necessary to; first position your vehicle at a right angle to the road, then wait 2 or 3 seconds, because you can not see an oncoming vehicle at the bottom of the hill, and then proceed. As you can imagine not everyone is likely to do this, especially those unfamiliar with the intersection. Also, it is known as a hill that if taken at a certain speed you will experience an exhilarating thrill at its peak.

We also request that the road should be paved as part of the same project. As we all know our cars have become very expensive and they don't do well with a road that at times has multiple potholes and is muddy after each rain thereby requiring a car washing. Also, a paved road does not require the continued expense of added gravel and grading.

We realize this will be an expensive project, however, since it is a boundary road the cost would be shared.

We understand that the council has already considered implementing a road upgrade. This petition demonstrates that you certainly have the support of the tax payers that use the road and we wish you full speed on implementing the project.

Thank you for giving us the time for this presentation.

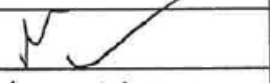
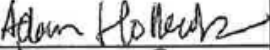
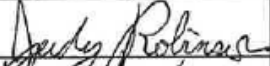


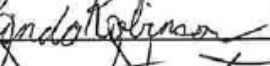
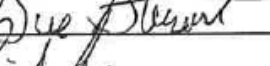

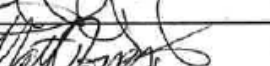
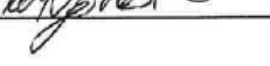
Wayne Bradley, Chairman, Rideau and Adam Lake Road Assn. 613 824-1190

### Petition to Upgrade Rideau Lakes Road

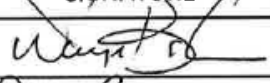
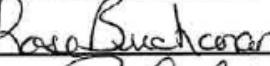
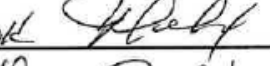


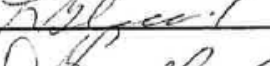

Petition Summary & Background:		This Petition is for upgrading Rideau Lake Road, the Boundary Road between Tay Valley & Drummond North Elmsley Townships. These upgrades will reduce maintenance costs for the municipality and increase safety for the public.				
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No.	PRINT NAME	SIGNATURE	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS	DATE
1	SK FEATHERSTON		483 OLD CREEK LANE	613-315-5654	Steven.Featherston@yahoo.ca	Aug 20/23
2	Tom Featherston		1967 Celeste way	343-548-0360	broadway.tom@gmail.com	Aug 20/23
3	Heather Rose		1867 Celeste Way	613-618-0530	heather.rose2@gmail.com	Aug-20/23
4	VK FEATHERSTON		483 Old Creek Lane	613-267-6049	Keith.featherstone@hotmail.com	Aug 20/23
5	Helen FEATHERSTON		483 OLD CREEK LANE	613-791-8387	HELEN_FEATHERSTON@AHOOC.A	Aug 20/23
6	Erin Rose.		200 Denise Cres.	819-712-1313.	erin.rose@bell.net	Aug 20/2023.
7	Jim Rose		290 DENISE CRES	613-266-8135	James.rose@bell.net	Aug-20/2023
8	KEEN ROSE		960 SHEENBORO CRES	613-830-3760		Aug - 20-2023
9	Louise Rose		'	'		Aug. 20, 2023
10	Jeff Featherston		152 Canaan Rd Renfrew	613-302-5974	buckshot1001@hotmail.com	Aug 26/23
11	Gail Rouselle		152 Canaan Rd. Renfrew	613-519-1069	gail_riopelle@hotmail.com	Aug 26/23
12	Hayley Featherston		395 BARR St. Renfrew	613 898 4772	hayley.heaslip@gmail.com	Aug 26/23



### Petition to Upgrade Rideau Lakes Road

Petition Summary & Background:		This Petition is for upgrading Rideau Lake Road, the Boundary Road between Tay Valley & Drummond North Elmsley Townships. These upgrades will reduce maintenance costs for the municipality and increase safety for the public.				
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No.	PRINT NAME	SIGNATURE	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS	DATE
	Meaghan Mason		493 Oldcreek lane	819-582-2045	meag2@hotmail.com	Sept 1/2023
	Adam Hollenbeck		493 Oldcreek lane	11	11	Sept. 1/2023
	JUDY ROBINSON		493 OLD CREEK LANE	613-720-1648		SEP 2/2023
	DOUG ROBINSON		10 JAMES LEWIS	613-720-1648		SEP 2/2023
	MIMI ROBINSON		10 RIVERDALE	613-791-2550		SEPT 2/2023
	LINDA ROBINSON		10 RIVERDALE	613-447-1000		SEPT 2/2023
	SUE STEWART			613-724-7562		AUG 31/2023
	RICH STEWART			613-619-5759		AUG 31/2023
	CHRIS POWELL		2465 ARCO PARK	514 662 7623	cpowell@sail123.com	Sep. 10/2023
	MATT JONES			613 294-8331		

### Petition to Upgrade Rideau Lakes Road

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No.	PRINT NAME	SIGNATURE	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS	DATE
	Wayne Buchanan		124 Pine Ridge	613 2672872		Aug 27 / 2023
	Rose Buchanan		124 Pine Ridge	267-2872		Aug 27 / 23
	PETER VANZELKHOEK		183 ARNOLD DR	267-5078		Aug 21 / 23
	DIANE WALSH		491 OLD CREEK LANE	267-3262	dmmwalsh@bell.net	Aug 29 / 23
	SAM PARKS		63 Crawford St Stratford	519 274 5327	sam@computiv.com	Aug 31 / 23
	LORI BLANDFORD		21 Blyth-DeKoeil	519-636 9322		Aug 3 / 23
	LORI BLANDFORD		21	" "		" "

Petition to Upgrade Rideau Lakes Road

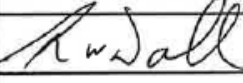
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No.	PRINT NAME	SIGNATURE	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS	DATE
1	James Code		4998 Mohr Rd. Lambton	613-283-7779		Sept 17/23
2	Brian Legault		1908 B manetide st. R. 613-359-2494			Sept 15/23
3	Sue Legue		16772 Atchison Rd Long Point	613-577-8197		Sept 16/23
4	Tracee Legault		338 Dunne's Rd. South Elmsley	613-816-5678	willowlanestudio@gmail.com	Sept 16/23
5	Eric Legault		2850 Cedarwood Ct.	613-805-3451		Sept 16/23
6	Allie Legault		1391 Marchand Rd.	613-652-3180		Sept 16/23
7	Robert McFarlane		1015 Pine Point Way	613-880-2625	ramelectric@on.abn.com	Sept 16/23
8	Carol McFarlane		1015 Pine Point Way	613-983-3112	carol.mcfarlane@hotmail.com	Sept 16/23
9	Kari Code		4998 Mohr Rd Lambton	613-552-5955	kari-code@hotmail.com	Sept 16/23
10	Gary Legault		475 Old Creek Lane	613-913-4505	gary@rogro.com	Sept 16/23
11	Sandra Legault		495 Old Creek Lane	613-229-5907	sandra58@rogro.com	Sept 16/23
	Debbie Bégin		52 Henry Goulburn Way	613-901-8740	debbiebegin@hotmail.com	Sept 22/23
	Bob Herres		52 Henry Goulburn Way	613-601-7532	bobherres@gmail.com	22 SEPT 2023
	Shawn Legault		322 Sugar Pine crescent	613-913-4506	shawnlegault@rogro.com	Sept 22 2023
	Jennifer Legault		322 Sugar Pine crescent	613-325-8659	jlegault@rogro.com	Sept 22/23

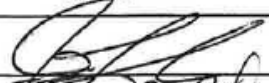

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No.	PRINT NAME	SIGNATURE	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS	DATE
	Stephanie Marc	<i>[Signature]</i>	131 Wild Grape Ln	613 293 2347	De-frae@gmail.com	Sept 4, 2013
	Tracey McDonald	<i>[Signature]</i>	131 Wild Grape Lane	613 799 4163	tlmcdonald75@gmail.com	Sept 4, 2013

### Petition to Upgrade Rideau Lakes Road

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No.	PRINT NAME	SIGNATURE	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS	DATE
	RON DOLINKI		<del>PERTH</del> 129 WILD GRAPE LANE	613-267-6977	RON.DOLINKI@YAHOO.CA	SEPT 1/23
	KRIS DOLINKI	"	81 RENFREW AVE OTTAWA	613-390-0825	KRIS.DOLINKI@YAHOO.CA	"
	PAM DOLINKI	"	81 RENFREW AVE OTTAWA	"	"	"
	JESSICA DOLINKI	"	"	"	"	"
	KURTIS DOLINKI	"	NORTH GOWER	613-404-3044	KURTIS.DOLINKI@YOWA.CA	"
	WILLIAM DOLINKI	"	"	"	"	"
	ROSANNA DOLINKI	"	"	"	"	"
	EMMA DOLINKI	"	OTTAWA		"	"
	HUDSON DOLINKI	"	"			"
						"

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No.	PRINT NAME	SIGNATURE	ADDRESS	PHONE NUMBER	E-MAIL ADDRESS	DATE
	JOHN MCKENAGHAN		106 WILD GARDEN LANE	613-264-8395	MCKENJO@GMAIL.COM	SEPT 1/23
	ROBERT FITZGERALD		111 WILD GARDEN LANE	613-267-9559	RAFITZ@SYMPATICO.CA	SEPT 1/23

# UPDATES

## COMMITTEE OF ADJUSTMENT MINUTES

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Monday, November 27<sup>th</sup>, 2023

5:00 p.m.

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

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**ATTENDANCE:**

<b>Members Present:</b>	Chair, Larry Sparks Peter Siemons Richard Schooley
<b>Members Absent:</b>	None
<b>Staff Present:</b>	Noelle Reeve, Planner Garry Welsh, Secretary/Treasurer
<b>Applicants/Agents Present:</b>	Mathieu Nolet, Owner
<b>Public Present:</b>	None

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**1. CALL TO ORDER**

The Chair called the meeting to order at 5:00 p.m.  
A quorum was present.

**2. AMENDMENTS/APPROVAL OF AGENDA**

The Agenda was adopted as presented.

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

None at this time.

**4. APPROVAL OF MINUTES**

- i) **Committee of Adjustment Meeting – October 16th, 2023.**  
The minutes of the Committee of Adjustment meeting held on October 16<sup>th</sup>, 2023, were approved as circulated.



## 5. INTRODUCTION

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

- the mandate and responsibilities of the Committee
- a review of available documentation
- the rules of natural justice, the rights of persons to be heard and to receive related documentation on request and the preservation of persons' rights.
- the flow and timing of documentation and the process that follows this meeting
- any person wanting a copy of the decision regarding this/these application(s) should leave their name and mailing address with the Secretary/Treasurer.

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

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

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

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

**MV23-12– Giroux and Nolet – 623 Upper Scotch Line**, Concession 10, Part Lot 13, geographic Township of North Burgess

## 6. APPLICATIONS

### i) **FILE #: MV23-12 – Giroux and Nolet**

#### a) **PLANNER FILE REVIEW**

The Planner reviewed the file and PowerPoint in the agenda package. The Planner noted that the proposed site for the second unit is appropriately located behind the existing house.

The Planner also confirmed that Tay Valley Township would not allow a trailer to be used as a secondary housing unit. A prefabricated manufactured home requires stamped approval from the Canadian Standards Association (CSA).

b) APPLICANT COMMENTS

The applicant noted that the second unit will have electrical service and water, extended from the existing house. The structure will be situated on a foundation of compacted gravel and cinder blocks with a vinyl skirting.

c) ORAL & WRITTEN SUBMISSIONS

None.

d) DECISION OF COMMITTEE

**RESOLUTION #COA-2023-13**

**MOVED BY:** Richard Schooley  
**SECONDED BY:** Peter Siemons

“**THAT**, in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, that Minor Variance Application MV23-12 is approved, to allow a variance from the requirements of Sections 3.19.1 and 3.19.3 (Second Dwelling Unit and Second Dwelling) of Zoning By-Law 2002-121, for the lands legally described as 623 Upper Scotch Line, Concession 9, Part Lot 13, in the geographic Township of North Burgess, now known as Tay Valley Township in the County of Lanark – Roll Number 0911-911-010-35003;

- To permit a second dwelling to be constructed at a distance of greater than the maximum allowed 12m from the existing dwelling with its own septic system.”

**ADOPTED**

**7. NEW/OTHER BUSINESS**

None.

**8. ADJOURNMENT**

The meeting adjourned at 5:10 p.m.

## **Minutes - Regular Board Meeting– October 16<sup>th</sup>, 2023**

A regular meeting of the Perth and District Union Public Library Board was held on Monday, October 16<sup>th</sup> at 4:30pm, in person with 1 member joining via video conference.

In attendance via video conference were:

T Langford, Tay Valley **Chair**

In attendance were:

E Heesen, **CEO**

L Marsh, **Secretary-Treasurer**

P Coutts, Councillor, Drummond/North Elmsley

G Waterfield, Councillor, Town of Perth

D Hamilton-Foley, Town of Perth

L Logan, Drummond/North Elmsley

A Kendrick, Councillor, Tay Valley

P Mertins, Town of Perth

Regrets:

T Parkinson, Drummond/North Elmsley

D Palmer, Tay Valley

T Langford called the meeting to order 4:33 p.m.

### **Land/Territory Acknowledgement**

**Declaration of interest – none.**

### **Additions and approval of agenda**

**23-36 The agenda was accepted as amended to include item D in New and Unfinished Business with a motion from D Hamilton-Foley and seconded by P Mertins.**

**Carried.**

**Delegations- none**

### **Consent Agenda**

- a. Approval of Minutes of June 19, 2023
- b. Correspondence and communications
  - i. news
- c. Committee Reports
  - i. Property Committee minutes

The Statement of Operations was removed from the consent agenda.

**23-37 The Consent agenda, as amended, was accepted with a motion by A Kendrick and seconded by G Waterfield.**

**Carried.**

Statement of Operations – September

**23-38 The Statement of Operations was accepted with a motion by P Coutts and seconded by G Waterfield.**

**Carried.**

**CEO's Report** – E Heesen presented and discussed the August CEO report.

**23-39 The CEO report was accepted with a motion by L Logan and seconded by P Coutts.**

**Carried.**

#### **Advocacy Round Table**

- a. Community Survey Oct/Nov 2023 – E Heesen circulated a sign-up sheet with various locations for Board members to choose from if they wish to help. Several flyers were also distributed with the survey QR code.

**Policy Review** – none

#### **Unfinished and New Business**

- a. 2024 Board meeting dates – E Heesen distributed a document with the 2024 meeting dates.
- b. CEO performance appraisal committee – E Heesen distributed policy 2.D-4 and the CEO job description for reference. She also discussed the process.

**23-40 Motion to strike the ad-hoc committee of the CEO performance appraisal committee. Moved by L Logan and seconded by D Hamilton-Foley.**

**Carried.**

- c. 2024-25 agility plan – working group and timeline – E Heesen presented the process and action plan for the 2024-25 agility plan. D Hamilton-Foley, P Mertins and P Coutts volunteered to be part of the working group.
- d. Friends of the Library meeting debrief. The Board discussed how they felt the meeting and appreciation tea went. All who attended agreed that it went well, and it was agreed that it should be an annual event. A spring BBQ for the staff and the Friends was also discussed and it was agreed that it should be moved forward to a spring Board meeting for planning.

#### **Upcoming Meeting dates**

- a. Policy committee Monday November 6 at 4:00 pm
- b. Board meeting Monday November 20 at 4:30 pm

**23-3541 Motion to adjourn moved by D Hamilton -Foley at 5:25 pm.**

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**Chairperson**

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**Secretary-Treasurer**

# PINEHURST CEMETERY BOARD MINUTES

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Thursday, November 16<sup>th</sup>, 2023

2:00 p.m.

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

Council Chambers

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## ATTENDANCE:

**Members Present:** Chair, Councillor Fred Dobbie  
Bill Avery  
Jay Playfair

**Staff Present:** Amanda Mabo, Chief Administrative Officer/Clerk

**Others Present:** None

**Members & Staff Absent:** None

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## 1. CALL TO ORDER

The meeting was called to order at 2:07 p.m.  
A quorum was present.

## 2. 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. INTRODUCTIONS

Board Members and staff introduced themselves.

## 5. ORIENTATION FOR BOARD MEMBERS – *deferred to the next meeting.*

Amanda Mabo, Chief Administrative Officer/Clerk

- i) Pecuniary Interest and Conflict of Interest
- ii) Code of Conduct for Members of Council and Local Boards
- iii) Procedural By-Law
- iv) Accessibility - Customer Service Guidebook

## 6. APPROVAL OF MINUTES

### i) Minutes – October 23<sup>rd</sup>, 2019

#### RESOLUTION #PCB-2023-01

**MOVED BY:** Bill Avery

**SECONDED BY:** Jay Playfair

“**THAT**, the minutes of the Pinehurst Cemetery Board Meeting held on October 23<sup>rd</sup>, 2019 be approved as circulated.”

**ADOPTED**

## 7. BUSINESS

### i) Legislation

The CAO/Clerk explained that there were various pieces of legislation and regulations that governs cemeteries. Copies were provided to Board Members in a binder that they can bring back and forth to each meeting.

### ii) Bereavement Authority of Ontario (BAO).

The CAO/Clerk overviewed the role of the BAO and explained that there were a number of resources available on their website. The Township has a corporate membership and therefore receives email updates and gets notified of training. These emails will be shared with Board Members when relevant as there is a lot of information not applicable to this Board.

### iii) Bereavement Authority of Ontario (BAO) – Compliance Checklist

The CAO/Clerk explained that the BAO has developed a comprehensive checklist that can be referred to.

Just as the Bolingbroke Cemetery, the Pinehurst Cemetery must work towards compliance before expansion can occur. As part of the compliance the Board needs to approve a Price List, update their by-law, etc.

### iv) Draft Price List

The Members discussed the Price List and the following changes were suggested:

- add phone number 613-267-5425
- remove any reference to Disinterment as this cemetery does not permit them
- change single lot sizes to 3' x 9', and double lot sizes to 6' x 9'

Currently, the cemetery allows for cremated remains to be buried on top of an already buried casket. The CAO/Clerk had not heard of this before so will

enquire if it is permitted. If it is, then reference will be made in the Price List and a price set.

An updated Price List will come forward to the next Board meeting for approval.

v) **Preliminary Discussion of DRAFT Pinehurst Cemetery By-Law.**

Prior to the meeting Members had reviewed the Bolingbroke Cemetery By-Law and suggested the following changes for Pinehurst:

- remove all reference to Disinterment
- update the contact information
- 8.12 – add wording in current by-law re 6”, pin
- 8.15 – update sizes

A draft by-law will come forward to the next Board meeting for approval.

vi) **2023 Budget Update.**

Due to the price of fuel it was suggested that additional funds be provided to the grass cutter for the 2023 season.

**RESOLUTION #PCB-2023-02**

**MOVED BY:** Jay Playfair  
**SECONDED BY:** Bill Avery

“**THAT**, Garry James be paid an additional \$100 for grass cutting in 2023 due to the increase in the costs of gas.”

**ADOPTED**

**8. NEW/OTHER BUSINESS**

None.

**9. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting: Thursday, February 1<sup>st</sup> at 2:00 p.m.

Proposed Agenda Items:

- *DRAFT Interment Rights Certificate*
- *DRAFT Contract for Internment Rights*
- *Discussion of DRAFT Pinehurst Cemetery By-Law*
- *2024 Draft Budget*
- *Cemetery Checklists*

**10. DEFERRED ITEMS**

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

- *Expansion of Cemetery.*

**11. ADJOURNMENT**

The Board adjourned at 3:18 p.m.



## **POLICE SERVICES BOARD MINUTES**

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**Tuesday, November 28<sup>th</sup>, 2023**

**2:00 p.m.**

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

**Council Chambers**

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### **ATTENDANCE:**

**Members Present:** Acting Chair, Rob Rainer, Reeve, Council Appointee  
Neil Fennell, Municipal Appointee  
Brian Campbell, Provincial Appointee

**Staff Present:** Amanda Mabo, CAO/Clerk/Secretary

**Others Present:** Jacqueline Entwistle, OPP, Staff Sargeant

**Members & Staff Absent:** None

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

The meeting was called to order at 2:05 p.m.  
A quorum was present.

### **2. APPROVAL OF AGENDA**

The agenda was adopted as presented.

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

None at this time.

### **4. APPROVAL OF MINUTES**

#### **i) Minutes – September 26<sup>th</sup>, 2023.**

The minutes of the Police Services Board Meeting held on May 23<sup>rd</sup>, 2023 were approved as circulated.

## 5. DELEGATIONS & PRESENTATIONS

None.

## 6. CORRESPONDENCE

None.

## 7. BUSINESS

### i) **Policing Contract.** Detachment Commander.

#### a) Lanark County OPP – 3<sup>rd</sup> Quarter Report.

The Board reviewed and discussed the reports.

The Board noted the significant decrease in pro-active cruiser patrol.

The Staff Sargeant informed the Board that just like every other organization the OPP are also seeing staffing shortages. The other impact is that officers do not have time to do proactive patrol but are rather going from call to call. The Detachment has the same staffing levels, but the call volume has increased significantly. This is not specific to Lanark County; it is happening Province wide.

The Board understands the situation but would still like to see an increase in proactive patrol hours in the future and will leave it with the OPP to address how to accomplish this.

### ii) **Detachment Commander Update.** Detachment Commander.

The Staff Sargeant did not have a report from the Detachment Commander to share with the Board.

### iii) **Status of Township Request for Enforcement.**

- Harper Road
- Glen Tay Road

This year a portion of Harper Road was reconstructed and speed limits reduced in certain sections. The Township then conducted a speed assessment which showed that most vehicles were travelling over the 85<sup>th</sup> percentile. As a result, the CAO/Clerk requested the OPP a little over a month ago to conduct speed enforcement at this location.

A speed assessment was also conducted on the portion of Harper Road where the speed limit is 40 km and where a couple of years ago traffic calming measures were implemented. Again, the results showed that most vehicles were travelling over the 85<sup>th</sup> percentile. As a result, the CAO/Clerk requested the OPP a little over a month ago to conduct speed enforcement at this location.

The Staff Sargeant was not aware of the requests, so the CAO/Clerk committed to resending the emails with the request for enforcement.

iv) **Detachment Board.**

- Appointment of Council Representative

A report will be coming forward to the December Committee of the Whole meeting recommending that the Reeve be appointed as the Council Representative to the new Detachment Board.

The current Board agreed as the Reeve currently service on the Tay Valley Police Services Board and the continuity would be beneficial, along with the decisions that will need to be made on behalf of the Township with regards to how the new Detachment Board will be set up.

The next step in the transition to the new Detachment Board will be for the Council Reps and the CAO's from each of the municipalities to meet to develop a terms of reference for the new Detachment Board so that a Community Representative can be advertised for and appointed in February.

The current Municipal Appointee, Neil Fennell will be ineligible to be on the Detachment Board as he is a former OPP officer.

The Reeve, CAO/Clerk and hopefully the Community Rep will attend the two-day training session at the end of February.

There are still many unknowns, such as what is going to happen with the current Provincial Appointees? Currently Tay Valley's Provincial Appointee has a term until the end of June 2024.

The Board agreed that the Reeve should initiate conversation with the Chair of the Lanark County Association of Police Service Boards to get a transition meeting scheduled before the end of the year so that some decisions will have been made before the January 17<sup>th</sup> Association meeting.

v) **DRAFT Reporting of the Major Incidents Protocol**

**RESOLUTION #PSB-2023-09**

**MOVED BY:** Neil Fennell

“**THAT**, the updating of the Reporting Major Incidents Protocol be referred to the new Detachment Board.”

**ADOPTED**

vi) **Community Session.**

The Board agreed to table this item until the new Detachment Board is in place and maybe a joint session could be held with neighbouring municipalities.

vii) **Lanark County Association of Police Service Boards Update.**

The Executive Director of the OAPSB will be attending the January 17<sup>th</sup> meeting to discuss setting up the new Detachment Board.

The meeting time and location may change in order to accommodate the guest speaker.

viii) **OAPSB Zone 2 Update.**

Had meeting on Friday.

Neil Fennell will continue as Chair for the time being.

**8. NEW/OTHER BUSINESS**

i) **Copper Wire Thefts.**

The OPP are actively working on this file.

A brief monthly update was requested to be provided from the OPP to the CAO/Clerk for circulation to the Board.

**9. PSB MEETING SCHEDULE**

<b>Date</b>	<b>Time</b>	<b>Meeting or Event</b>	<b>Location</b>
January 17, 2024	10:00 a.m.	Lanark County Association of Police Services Boards	Montague
March 26, 2024	2:00 p.m.	Police Services Board Meeting	Municipal Office

**10. DEFERRED ITEMS**

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

- *None*

**11. ADJOURNMENT**

The Board adjourned at 3:05 p.m.

# GREEN ENERGY AND CLIMATE CHANGE WORKING GROUP MINUTES

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Friday, September 22, 2023

2:00 p.m.

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

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## ATTENDANCE:

**Members Present:** Chair, Councillor, Greg Hallam  
Councillor, Angela Pierman  
Bob Argue  
Jennifer Dickson  
Douglas Barr  
Gilbert Rossignol  
Peter Nelson

**Members Absent:** David Poch

**Staff Present:** Noelle Reeve, Planner  
Allison Playfair, Building & Planning Administrative  
Assistant/Recording Secretary

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## 1. CALL TO ORDER

The meeting was called to order at 2:01 p.m.  
A quorum was present.

## 2. AMENDMENTS/APPROVAL OF AGENDA

i) Addition under Communications – News Article from the Peterborough  
Examiner.

The Agenda was approved 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) **Minutes – August 11th, 2023.**

The minutes of the Green Energy and Climate Change Working Group Meeting held on August 11<sup>th</sup>, 2023, were approved as circulated.

**5. DELEGATIONS & PRESENTATIONS**

None.

**6. BUSINESS**

i) **Climate Action Plan Update.**

- Discussion of Asset Management Plan

The Planner explained the 10-year Capital Plan had just been adopted by Council and it identifies when assets will be replaced and, therefore, the opportunities for replacement of fossil fuel uses. The discussion that followed mostly focused on vehicle replacement and moving forwards with purchases of electric vehicles. Also, discussed were opportunities for building replacement and renovations using more energy efficient choices as per the recommendations of the Climate Action Plan.

The Planner commented that the road resurfacing that was completed on some Township roads this year was determined by research by the Public Works Department to reduce Green House Gases because less gravel maintenance is required on the roads.

P. Nelson expressed concern that the new Council members were not familiar with the commitments in the Climate Action Plan adopted by the previous Council. He was concerned that Councillor opinions were accepted as fact without the responsibility of every Councillor to have evidence on the item that is being discussed.

- Preliminary Discussion on Life Cycle Assessment/ Total Cost of Ownership

The Planner noted this November will be the first full year of the new Council. She commented that three reports will be brought to the Committee of the Whole in October: an update on the implementation of the Climate Action Plan and direction GHG emissions are headed; a report on Total Cost of Ownership; and a report on using a Climate Lens.

The Planner has asked for feedback from the Working Group on the Life Cycle Assessment/Total Cost of Ownership handout to include in her report to Council.

B. Argue expressed that a Climate Lens is not the same as the mini tool calculator. You need to use a Climate Lens to bring a climate perspective to discussions of any topic. The Climate Lens Calculator Tool will assist you with specific calculations of GHG emissions for various activities or products. The Working Group was given a quick example of how the Climate Lens Tool is used and it was suggested that Council receive a quick reminder how it works for the new members.

It was mentioned that the Procurement Policy should be updated to allow for the Life Cycle Cost/Total Cost of Operation of the product or project rather than the lowest bid. The initial purchase cost potentially could be higher up front, but the Life Cycle Cost could be less for the length of time the asset would be in use.

B. Argue suggested the savings over the lifetime of the asset could be placed in a reserve to compensate for the initial higher purchase price.

- Website Content/Did You Know? Series

The Planner reminded the Working Group about submitting any content for the Did You Know? series for the website.

## ii) **Communications**

- Lanark County Climate Change Committee Update.

The Planner provided the Working Group with an update on the Lanark County Climate Change meeting. The County will be completing a joint application with lower tier municipalities to the Federation of Canadian Municipalities (FCM) for the Home Retro Fit Program. The Chief Administrator Officer of Lanark County, has been working with their consultant, Dave Greenwald, on the application to provide the municipalities with the funding to help residents complete Home Retro Fits to their homes.

Tay Valley Township Council will still need to pass a Local Improvement Charge by-law for the program. The County is working towards submitting the application in November 2023. The Planner will need to discuss with the Township's Treasurer about the percentage of funding the municipality would need to contribute.

- Street Lights that are Solar

Councillor Greg Hallam informed the Working Group that he did provide the Public Works Manager the information on Solar Powered Street lights. The



lights can be expensive, and the information is available for future purchases by the Township. It was recommended to add the information to the website for individual residents to potentially purchase for their own properties.

- News Article from the Peterborough Examiner

Working Group member P. Nelson provided a brief article on the possibility of a Battery Energy Storage System to be developed in Peterborough, Ontario. P. Nelson views this type of battery storage as an important step in local resiliency to climate change disruptions of the electrical grid- *attached, page 6.*

## **7. NEW AND OTHER BUSINESS**

None.

## **8. NEXT MEETING DATE AND PROPOSED AGENDA ITEMS**

Next Meeting:        October 20, 2023

## **9. DEFERRED ITEMS**

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

- *None*

## **10. ADJOURNMENT**

The Working Group adjourned at 3:29 p.m.