



COUNCIL MEETING AGENDA

Tuesday, March 26th, 2024
6:00 p.m.

Municipal Office – Council Chambers – 217 Harper Road

6:00 p.m. *Council Meeting*

Chair, Reeve Rob Rainer

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**

- i) **Council Meeting – February 27th, 2024 – *attached, page 9.***

Suggested Motion by Councillor Greg Hallam:

“THAT, the minutes of the Council Meeting held on February 27th, 2024, be approved as circulated.”

- ii) **Council Meeting (Closed Session – Solicitor/Client Privilege – 261 Maberly Elphin Road) – February 27th, 2024 – *to be distributed at the meeting.***

Suggested Motion by Councillor Korrine Jordan:

“THAT, the minutes of the Council Meeting (Closed Session – Solicitor/Client Privilege – 261 Maberly Elphin Road) held on February 27th, 2024, be approved as circulated.”

- iii) **Committee of the Whole Meeting – March 5th, 2024 – *attached, page 29.***

Suggested Motion by Deputy Reeve Fred Dobbie:

“THAT, the minutes of the Committee of the Whole Meeting held on March 5th, 2024, be approved as circulated.”

- iv) **Committee of the Whole Meeting (Closed Session – Potential Land Acquisition – Glen Tay Waste Site) – March 5th, 2024 – to be distributed at the meeting.**

Suggested Motion by Councillor Marilyn Thomas:

“THAT, the minutes of the Committee of the Whole Meeting (Closed Session – Potential Land Acquisition – Glen Tay Waste Site) held on March 5th, 2024, be approved as circulated.”

5. DELEGATIONS & PRESENTATIONS

- i) **Presentation: Recognizing Neil Fennell - 12 Years of Service on the Tay Valley Township Police Services Board.**
Rob Rainer, Reeve.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #PW-2024-06 – Backhoe Purchase (Canoe Procurement Group).**

Suggested Motion by Councillor Angela Pierman:

“THAT, the quote obtained through the Canoe Procurement Group from J.R. Brisson Equipment Ltd. for a backhoe, be accepted;

THAT, the 1998 brush cutter be refurbished instead of replaced;

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

- ii) **Report #PW-2024-07 – 2024 Road Projects Tender Awards.**

Suggested Motion by Councillor Wayne Baker:

“THAT, Tender #2024-PW-002 for the Rehabilitation of the Bathurst 7th Concession and McVeigh Roads be awarded to Arnott Brothers Construction;

THAT, Tender #2024-PW-003 for the Rehabilitation of Lakewood Road be awarded to Arnott Brothers Construction;

THAT, Tender #2024-PW-004 for the Asphalt Padding on Crow Lake Road be awarded to G. Tackaberry & Sons Construction Company Limited;

THAT, Tender #PW-C-09-2024-24-E0 for Microsurfacing be awarded to Miller Paving Limited;

THAT, \$10,000 of the surplus funds be used for crack-sealing on Glen Tay Road;

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

- iii) **Report #PW-2024-08 – Gambles Side Road Bridge and Glen Tay Culvert Rehabilitations – Tender Award.**
(Public Works Manager to present additional information)

Suggested Motion by Councillor Andrew Kendrick:

“THAT, Tender #2024-PW-001 – Gambles Side Road Bridge and Glen Tay Culvert Rehabilitation, be awarded to Dalcon Constructors Ltd;

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

- iv) **Report #PW-2024-09 – 2023 Waste Disposal Site Annual Reports.**

Suggested Motion by Councillor Greg Hallam:

“THAT, Report #PW-2024-09 - 2023 Waste Disposal Site Annual Reports, be received as information;

AND THAT, staff submit the 2023 Annual Reports for the Glen Tay, Maberly and Stanleyville sites to the Ministry of the Environment, Conservation and Parks before the March 31st, 2024 deadline, to be in conformity with the Certificates of Approval for each site.”

- v) **Report #FIN-2024-03 – 2024 Budget – PSAB Restatement.**

Suggested Motion by Councillor Korrine Jordan:

“THAT, Report #FIN-2024-03 - 2024 Budget – PSAB Restatement, be received as information.”

- vi) **Report #FIN-2024-04 – 2023 Statement of Remuneration and Expenses.**

Suggested Motion by Deputy Reeve Fred Dobbie:

“THAT, Report #FIN-2024-04 - 2023 Statement of Remuneration and Expenses, be received as information.”

- vii) **Report #FIN-2024-05 – 2023 Development Charges Statement.**

Suggested Motion by Councillor Marilyn Thomas:

“THAT, Report #FIN-2024-05 - 2023 Development Charges Statement, be received as information.”

- viii) **Report #FIN-2024-06 – 2023 Planning Act Financial Reporting for Parkland.**

Suggested Motion by Councillor Angela Pierman:

“THAT, Report #FIN-2024-06 - 2023 Planning Act Financial Reporting for Parkland, be received as information.”

ix) **Report #FIN-2024-07 – 2023 Investment Report.**

Suggested Motion by Councillor Wayne Baker:

“THAT, Report #FIN-2024-07 - 2023 Investment Report, be received as information.”

x) **Report #CAO-2024-06 - Lanark County OPP Detachment Board - Draft 2024 Budget - *attached, page 38.***

Amanda Mabo, Chief Administrative Officer/Clerk

Suggested Motion by Councillor Andrew Kendrick:

“THAT, the Council of the Corporation of Tay Valley Township approve the proposed draft 2024 budget for the Lanark County OPP Detachment Board and the allocation of costs to the respective municipalities within Lanark County based on weighted assessment.”

xi) **24-02-07 – Council Communication Package.**

Suggested Motion by Councillor Greg Hallam:

“THAT, the 24-02-07 Council Communication Package be received for information.”

xii) **Resolution in Support of the Expansion of the Life Span of Fire Apparatus.**

Suggested Motion by Councillor Korrine Jordan:

“WHEREAS, the Council of the Corporation of Tay Valley Township support Prince Edward County’s resolution regarding Expansion of the Life Span of Fire Apparatus;

AND WHEREAS, By-Law No. 2012-042, being a By-Law to Establish and Regulate the Fire Department (Drummond/North Elmsley Tay Valley Fire Rescue) established service level standards for the Drummond/North Elmsley Tay Valley Fire Rescue;

AND WHEREAS, apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law No. 2012-042, and a safe, reliable and diverse fleet is required to serve operations needs;

AND WHEREAS, fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS, Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS, no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

NOW THEREFORE BE IT RESOLVED THAT, the Reeve send a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT, this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt;

AND THAT, this resolution be shared with all 444 municipalities in Ontario, the Federation of Canadian Municipalities (FMC), the Association of Municipalities Ontario (AMO) and the Eastern Ontario Wardens' Caucus (EOWC)."

8. BY-LAWS

- i) **By-Law No. 2024-011 – Zoning By-Law Amendment - Stinson – attached, page 40**

Suggested Motion by Deputy Reeve Fred Dobbie:

“THAT, By-Law No. 2024-011, being a by-law to amend Zoning By-Law No. 2002-121 (201 West Bay Drive, Part Lots 23 and 24, Concession 6, geographic Township of North Burgess, now in Tay Valley Township, County of Lanark), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

- ii) **By-Law No. 2024-012 – Road Naming – Norris Road – attached, page 43.**

Suggested Motion by Councillor Marilyn Thomas:

“THAT, By-Law No. 2024-012, being a by-law to amend By-Law No. 98-87, being a Road Naming By-Law (Norris Road), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

- iii) **By-Law No. 2024-013 – Assume a Portion of Unopened Road Allowance for Public Use (Norris Road) – attached, page 47.**

Suggested Motion by Councillor Angela Pierman:

“THAT, By-Law No. 2024-013, being a by-law to assume a portion of an unopened road allowance for public use (Norris Road), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

- iv) **By-Law No. 2024-010 – Lanark County OPP Detachment Board - Terms of Reference – attached, page 52.**

Suggested Motion by Councillor Wayne Baker:

“THAT, By-Law No. 2024-010, being a by-law to adopt the Lanark County OPP Detachment Board – Terms of Reference, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

9. NEW/OTHER BUSINESS

- i) **Composition of the Lanark County OPP Detachment Board.**
Reeve Rob Rainer.

Suggested Motion by Councillor Andrew Kendrick:

“THAT, the Council of the Corporation of Tay Valley Township recommend to the Province that the composition of the Lanark County OPP Detachment Board be reduced from a twenty-member Board to a twelve-member Board that would be comprised of one municipal representative from each of the eight municipalities served by the Board, two community representatives and two provincial representatives.”

10. CALENDARING

Meeting	Date	Time	Location
Police Services Board Meeting	March 25 th	2:00 p.m.	Municipal Office
Council Meeting	March 26 th	6:00 p.m.	Municipal Office
RVCA Board of Directors Meeting	March 28 th	6:00 p.m.	RVCA Offices
Heritage Properties Selection Committee	April 3 rd	10:00 a.m.	Municipal Office
Bolingbroke Cemetery Board Meeting	April 4 th	2:00 p.m.	Municipal Office
Public Meeting – Zoning By-Law Amendment	April 9 th	5:30 p.m.	Municipal Office
Committee of the Whole Meeting	April 9 th	Following	Municipal Office
Pinehurst Cemetery Board Meeting	April 11 th	2:00 p.m.	Municipal Office
Green Energy and Climate Change Working Group Meeting	April 12 th	2:00 p.m.	Municipal Office
Inaugural Meeting of Lanark County OPP Detachment Board or Transition Committee Meeting	April 17 th	9:00 a.m.	Carleton Place
Committee of Adjustment Hearing	April 22 nd	5:00 p.m.	Municipal Office
Council Meeting	April 23 rd	6:00 p.m.	Municipal Office

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2024-014 - Confirmation By-Law – March 26th, 2024 – *attached, page 60.***

Suggested Motion by Councillor Greg Hallam:

“THAT, By-Law No. 2024-014 being a by-law to confirm the proceedings of the Council meeting held on March 26th, 2024, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

13. ADJOURNMENT

MINUTES

COUNCIL MEETING MINUTES

Tuesday, February 27th, 2024

6:00 p.m.

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

ATTENDANCE:

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

Staff Present: Amanda Mabo, Chief Administrative Officer/Clerk
Aaron Watt, Deputy Clerk

Regrets: Noelle Reeve, Planner

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

- i) Removal under Motions: 7xx) Association of Municipalities of Ontario Policy Update – Social and Economic Prosperity Review as it is a duplicate motion to item 7 vi) Report #FIN-2024-01 – Property Tax Resolution

The agenda was adopted as amended.

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

None at this time.

4. APPROVAL OF MINUTES

- i) **Council Meeting (Closed Session – Litigation – Building Permit #115-2017) – November 21st, 2023.**

RESOLUTION #C-2024-02-01

MOVED BY: Andrew Kendrick

SECONDED BY: Greg Hallam

“**THAT**, the minutes of the Council Meeting (Closed Session – Litigation – Building Permit #115-2017) held on November 21st, 2023, be approved as circulated.”

ADOPTED

- ii) **Council Meeting – December 12th, 2023.**

RESOLUTION #C-2024-02-02

MOVED BY: Greg Hallam

SECONDED BY: Korrine Jordan

“**THAT**, the minutes of the Council Meeting held on December 12th, 2023, be approved as circulated.”

(SEE RESOLUTION #C-2024-02-03 AND #C-2024-02-04)

RESOLUTION #C-2024-02-03

MOVED BY: Andrew Kendrick

SECONDED BY: Greg Hallam

“**THAT**, item 7 iii) of the minutes of the Council Meeting held on December 12th, 2023, be amended as follows:

- by amending the first bullet under “Council discussed the following” section to read as follows:
 - concern over installing two chargers, with two ports each, consuming four parking spaces, at the municipal office that would otherwise be available for constituent use;
- by amending the first bullet under “The Public Works Manager reported the following section to read as follows:
 - confirmed that the grant requires two charges, with two ports each, and four parking spots.”

ADOPTED

RESOLUTION #C-2024-02-04

MOVED BY: Andrew Kendrick

SECONDED BY: Greg Hallam

“**THAT**, item 7 iii) of the minutes of the Council Meeting held on December 12th, 2023, be further amended as follows:

- by adding an additional bullet under “The Public Works Manager reported the following” section to read as follows:
 - a further report will be provided to Council in the event of award of the grant and prior to signing of the contract.”

ADOPTED

RESOLUTION #C-2024-02-02

MOVED BY: Greg Hallam

SECONDED BY: Korrine Jordan

“**THAT**, the minutes of the Council Meeting held on December 12th, 2023, be approved as amended.”

ADOPTED

- iii) **Committee of the Whole Meeting – February 13th, 2024.**

RESOLUTION #C-2024-02-05

MOVED BY: Korrine Jordan

SECONDED BY: Greg Hallam

“**THAT**, the minutes of the Committee of the Whole Meeting held on February 13th, 2024, be approved as circulated.”

ADOPTED

- iv) **Committee of the Whole Meeting (Closed Session – Litigation – Dog Owners Liability Act) – February 13th, 2024.**

RESOLUTION #C-2024-02-06

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“**THAT**, the minutes of the Committee of the Whole Meeting (Closed Session – Litigation – Dog Owners Liability Act) held on February 13th, 2024, be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

- i) **Presentation: Septic System Re-Inspection Program Orientation & 2023 Annual Report.**

E. Kohlsmith gave the PowerPoint presentation that was attached to the agenda with slide 2 being updated – *attached, page 22.*

RESOLUTION #C-2024-02-07

MOVED BY: Marilyn Thomas
SECONDED BY: Angela Pierman

“**THAT**, the 2023 Septic System Re-Inspection Program Annual Report be received for information.”

ADOPTED

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #PD-2024-05 – Manie Daniels Centre Update (261 Maberly Elphin Road).**

RESOLUTION #C-2024-02-08

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“**THAT**, Report #PD-2024-05 – Manie Daniels Centre Update (261 Maberly Elphin Road) be received for information,

AND THAT, Council commits to reviewing the provisions in the Official Plan and Zoning By-Law regarding group homes at a future meeting,

AND THAT, the Township encourages Mr. Spencer Kell to hold a public information session and that a Ministry representative be present to answer questions regarding public safety and operational oversight.”

(SEE RESOLUTION #C-2024-02-09)

RESOLUTION #C-2024-02-09

MOVED BY: Angela Pierman
SECONDED BY: Marilyn Thomas

“**THAT**, Resolution #C-2024-02-08 be amended to add “and be treated as a preliminary report” to the end of the first paragraph.

ADOPTED

RESOLUTION #C-2024-02-08

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“**THAT**, Report #PD-2024-05 – Manie Daniels Centre Update (261 Maberly Elphin Road) be received for information and be treated as a preliminary report;

AND THAT, Council commits to reviewing the provisions in the Official Plan and Zoning By-Law regarding group homes at a future meeting;

AND THAT, the Township encourages Mr. Spencer Kell to hold a public information session and that a Ministry representative be present to answer questions regarding public safety and operational oversight.”

ADOPTED

Item 11 i) was discussed next.

- ii) **Report #PD-2024-04 – Mississippi-Rideau Source Protection Committee Member Reappointment for 2024 to 2029.**

RESOLUTION #C-2024-02-12

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

“**THAT**, the Council of Tay Valley Township nominate Eleanor Renaud to be reappointed as the Mississippi-Rideau Source Protection Committee Member, on behalf of Tay Valley Township, from 2024 to 2029.”

ADOPTED

Council recessed at 8:10 p.m.
Council returned to session at 8:15 p.m.

- iii) **Report #PD-2024-03 – Rideau Corridor Landscape Strategy Steering Committee Appointment.**

RESOLUTION #C-2024-02-13

MOVED BY: Andrew Kendrick

SECONDED BY: Greg Hallam

“**THAT**, Wayne Baker be appointed as a Municipal Representative on the Rideau Corridor Landscape Strategy Steering Committee;

AND THAT, Noelle Reeve, Planner continue to serve as the alternate Municipal Representative and continue to sit on the Planners’ Technical Advisory Committee.”

ADOPTED

- iv) **Report #PD-2024-02 – Sewage System Management Services Agreement Amendment (Payment Process).**

RESOLUTION #C-2024-02-14

MOVED BY: Greg Hallam

SECONDED BY: Korrine Jordan

“**THAT**, the Sewage System Management Services Agreement for the provision of septic inspection and septic re-inspection services with the Mississippi Valley Conservation Authority be amended as outlined in Report #PD-2024-02 – Sewage System Maintenance Services Agreement Amendment (Payment Process);

AND THAT, the necessary By-Law be brought forward for approval.”

ADOPTED

- v) **Report #PD-2024-01 – Declaration of a Climate Change Crisis.**

A Member raised a question, proposing an amendment to clarify the intent of the motion.

RESOLUTION #C-2024-02-15

MOVED BY: Korrine Jordan

SECONDED BY: Greg Hallam

“**WHEREAS**, climate change annually contributes to hundreds of billions of dollars in property and infrastructure damage worldwide, stressing local to national and international economies;

WHEREAS, climate change jeopardizes the health and risks the extinction of millions of species worldwide, stressing and weakening the health and integrity of ecosystems everywhere;

WHEREAS, climate change harms the health and security of people through intense wildfires, flooding, storms, droughts, rising sea levels, the spread of invasive insects bearing diseases, negative impacts on agriculture, and food supply interruption, thus further stressing social, economic, and political systems;

WHEREAS, there is now a large body of evidence and climate change risk scenarios which point to the imperative for steep and permanent reductions in greenhouse gas emissions, immediately and in the coming decades, in order to avoid many climate change “tipping points” which, if crossed, will render further and devastating ecological, economic, and societal losses;

AND WHEREAS, a crisis can be defined as "a dangerous situation requiring immediate action;

NOW THEREFORE BE IT RESOLVED THAT, Tay Valley Township officially declares a climate change crisis for the purposes of naming, framing, and deepening our commitment to protecting our local ecosystems, local economy, and our community from climate change;

AND THAT, this resolution be provided to Prime Minister Trudeau and all federal ministers with portfolios related to climate change; to all federal Opposition party leaders; to MP Scott Reid; to Premier Ford and all Ontario ministers with portfolios related to climate change; to MPP John Jordan and all other Ontario MPPs; and to all Ontario Municipalities.”

(SEE RESOLUTION #C-2024-02-16)

RESOLUTION #C-2024-02-16

MOVED BY: Marilyn Thomas

SECONDED BY: Greg Hallam

“**THAT**, Resolution #C-2024-02-15 be amended to read as follows:

“**WHEREAS**, climate change annually contributes to hundreds of billions of dollars in property and infrastructure damage worldwide, stressing local to national and international economies;

WHEREAS, climate change jeopardizes the health and risks the extinction of millions of species worldwide, stressing and weakening the health and integrity of ecosystems everywhere;

WHEREAS, climate change harms the health and security of people through intense wildfires, flooding, storms, droughts, rising sea levels, the spread of invasive insects bearing diseases, negative impacts on agriculture, and food supply interruption, thus further stressing social, economic, and political systems;

WHEREAS, there is now a large body of evidence and climate change risk scenarios which point to the imperative for steep and permanent reductions in greenhouse gas emissions, immediately and in the coming decades, in order to avoid many climate change “tipping points” which, if crossed, will render further and devastating ecological, economic, and societal losses;

AND WHEREAS, a crisis can be defined as "a dangerous situation requiring immediate action";

NOW THEREFORE BE IT RESOLVED THAT, Tay Valley Township officially declares a climate change crisis for the purposes of naming, framing, and deepening our commitment in our Climate Action Plan to protecting our local ecosystems, local economy, and our community from climate change;

THAT, this resolution be revisited each term of Council and within the first year of the new council;

AND THAT, this resolution be provided to Prime Minister Trudeau and all federal ministers with portfolios related to climate change; to all federal Opposition party leaders; to MP Scott Reid; to Premier Ford and all Ontario ministers with portfolios related to climate change; to MPP John Jordan and all other Ontario MPPs; to all Ontario Municipalities and the local media.”

ADOPTED

RESOLUTION #C-2024-02-15

MOVED BY: Korrine Jordan

SECONDED BY: Greg Hallam

“**WHEREAS**, climate change annually contributes to hundreds of billions of dollars in property and infrastructure damage worldwide, stressing local to national and international economies;

WHEREAS, climate change jeopardizes the health and risks the extinction of millions of species worldwide, stressing and weakening the health and integrity of ecosystems everywhere;

WHEREAS, climate change harms the health and security of people through intense wildfires, flooding, storms, droughts, rising sea levels, the spread of invasive insects bearing diseases, negative impacts on agriculture, and food supply interruption, thus further stressing social, economic, and political systems;

WHEREAS, there is now a large body of evidence and climate change risk scenarios which point to the imperative for steep and permanent reductions in greenhouse gas emissions, immediately and in the coming decades, in order to avoid many climate change “tipping points” which, if crossed, will render further and devastating ecological, economic, and societal losses;

AND WHEREAS, a crisis can be defined as "a dangerous situation requiring immediate action";

NOW THEREFORE BE IT RESOLVED THAT, Tay Valley Township officially declares a climate change crisis for the purposes of naming, framing, and deepening our commitment in our climate action plan to protecting our local ecosystems, local economy, and our community from climate change;

THAT, this resolution be revisited each term of Council and within the first year of the new council;

AND THAT, this resolution be provided to Prime Minister Trudeau and all federal ministers with portfolios related to climate change; to all federal Opposition party leaders; to MP Scott Reid; to Premier Ford and all Ontario ministers with portfolios related to climate change; to MPP John Jordan and all other Ontario MPPs; to all Ontario Municipalities and the local media."

ADOPTED

vi) **Report #FIN-2024-01 – Property Tax Resolution.**

RESOLUTION #C-2024-02-17

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“WHEREAS, current provincial-municipal fiscal arrangements are undermining Ontario’s economic prosperity and quality of life;

WHEREAS, nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

WHEREAS, municipal revenues, such as property taxes, do not grow with the economy or inflation;

WHEREAS, unprecedented population and housing growth will require significant investments in municipal infrastructure;

WHEREAS, municipalities are being asked to take on complex health and social challenges – like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

WHEREAS, inflation, rising interest rates, and provincial policy decisions are sharply constraining municipal fiscal capacity;

WHEREAS, property taxpayers – including people on fixed incomes and small businesses – can not afford to subsidize income re-distribution programs for those most in need;

WHEREAS, the province can, and should, invest more in the prosperity of communities;

AND WHEREAS, municipalities and the provincial government have a strong history of collaboration;

NOW THEREFORE BE IT RESOLVED THAT, the Province of Ontario commit to undertaking with the Association of Municipalities of Ontario a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances across Ontario;

AND FURTHER THAT, a copy of this motion be sent to the Premier of Ontario (premier@ontario.ca); Minister of Municipal Affairs and Housing (minister.mah@ontario.ca); the Minister of Finance (minister.fin@ontario.ca); and to the Association of Municipalities of Ontario (amo@amo.on.ca).

ADOPTED

- vii) **Report #FIN-2024-02 – Development Charges Background Study & By-Law.**

RESOLUTION #C-2024-02-18

MOVED BY: Marilyn Thomas

SECONDED BY: Angela Pierman

“THAT, section 7.4 of the Township’s procurement policy, “professional consulting services estimated to cost more than \$2,000 shall be requested through a competitive Request for Proposal process”, be waived;

THAT, Watson & Associates Economists Ltd. be awarded the consulting services contract for the 2024 Development Charges Background Study and development of corresponding by-law at a cost of \$33,280 + net HST;

THAT, Watson & Associates Economists Ltd. be awarded the consulting services contract for the 2024 Area Specific Study at a cost of \$6,720 + net HST;

THAT, the provisional item, the Development Charges implementation workshop, for \$3,600 + net HST, be covered by the 2024 operational training budget lines;

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

ADOPTED

viii) **Report #PW-2024-03 – Tayside Estates Subdivision.**

RESOLUTION #C-2024-02-19

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“THAT, Tay Valley Township waive the four (4) outstanding items to the Tayside Estates Subdivision Agreement as outlined in Report #PW-2024-03 - Tayside Estates Subdivision;

THAT, Tay Valley Township approve Final Acceptance of the Works for the Tayside Estates Subdivision;

THAT, the necessary by-law to assume Ernest Way in the Tayside Estates Subdivision be brought forward to the next Council meeting for approval;

AND THAT, once the Final Acceptance of the Works for the Tayside Estates Subdivision has been approved and the necessary by-law to assume Ernest Way been adopted and registered on title that the remaining securities be released.”

ADOPTED

ix) **Report #PW-2024-04 – Pavilion Projects – Tender Awards.**

RESOLUTION #C-2024-02-20

MOVED BY: Wayne Baker
SECONDED BY: AngelaPierman

“THAT, Tender 2024-RF-001, Timber Framed Pavilion, be awarded to Hemlock Ridge Timberframes Inc.;

THAT, Tender 2024-RF-002, Pavilion Site Works, be awarded to Vanderheyden Excavating;

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

ADOPTED

x) **Report #PW-2024-02 – Road Patrol Software.**

RESOLUTION #C-2024-02-21

MOVED BY: Andrew Kendrick
SECONDED BY: Greg Hallam

“THAT, Section 7.2 of the Township’s Procurement Policy be waived to single source Road Patrol Software from Go Evo Inc.;

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

ADOPTED

- xi) **Report #PW-2024-01 – Blue Box Transition Update.**

RESOLUTION #C-2024-02-22

MOVED BY: Greg Hallam

SECONDED BY: Korrine Jordan

“**THAT**, Report #PW-2024-01 – Blue Box Transition Update be received for information.”

ADOPTED

- xii) **Report #CAO-2024-01 – Request to Close a Portion of an Unopened Road Allowance – Illman.**

RESOLUTION #C-2024-02-23

MOVED BY: Korrine Jordan

SECONDED BY: Greg Hallam

“**THAT**, Council agrees to proceed with the application to stop up, close and sell the said portion of the unopened road allowance as outlined in Report #CAO-2024-01 – Request to Close a Portion of an Unopened Road Allowance (Illman), as per the Road Closing and Sale Policy and call a Public Meeting.”

ADOPTED

- xiii) **Report #CAO-2024-02 – Proposed New Road Name – Murpubar Bay Lane.**

RESOLUTION #C-2024-02-24

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“**THAT**, the necessary by-law to name an existing Private Road to Murpubar Bay Lane as outlined in Report #CAO-2024-02 – Proposed New Road Name – Murpubar Bay Lane, be brought forward for approval.”

ADOPTED

- xiv) **Report #CAO-2024-03 – Request to Close a Portion of an Unopened Road Allowance – Gervais.**

RESOLUTION #C-2024-02-25

MOVED BY: Marilyn Thomas

SECONDED BY: Angela Pierman

“**THAT**, Council agrees to proceed with the application to stop up, close and sell the said portion of the unopened road allowance as outlined in Report #CAO-2024-03 – Request to Close a Portion of an Unopened Road Allowance – Gervais, as per the Road Closing and Sale Policy and call a Public Meeting.”

ADOPTED

- xv) **Report #CAO-2024-05 – Lanark County OPP Detachment Board Terms of Reference.**

RESOLUTION #C-2024-02-26

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“**THAT**, the Lanark County OPP Detachment Board – Terms of Reference be approved;

AND THAT, the necessary by-law be brought forward for approval.”

ADOPTED

- xvi) **23-12-19 – Council Communication Package.**

RESOLUTION #C-2024-02-27

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

“**THAT**, the 23-12-19 Council Communication Package, excluding items 13, 14, and 15, be received for information.”

ADOPTED

- xvii) **Request to Amend the Legislation Act, 2006 to include Digital Publications.**

A Member raised a question regarding the process of supporting external resolutions. Council requested that discussion be added to the March 5th, 2024 Committee of the Whole meeting agenda.

RESOLUTION #C-2024-02-28

MOVED BY: Andrew Kendrick
SECONDED BY: Greg Hallam

“**WHEREAS**, Metroland Media Group has sought bankruptcy protection and will cease the print publication of its weekly community newspapers across Ontario, moving to an online-only model;

AND WHEREAS, Neil Oliver, Chief Executive Officer and President of Metroland Media Group, said the 71 Metroland community publications will be digital only going forward;

AND WHEREAS, the Legislation Act, 2006 provides a definition of “newspaper” which applies to every Ontario Act and Regulation, as in a provision requiring publication, means a document that, (a) **is printed in sheet form**, published at regular intervals of a week or less and circulated to the general public, and (b) consists primarily of news of current events of general interest; (“journal”);

AND WHEREAS, Ontario Municipalities are required to follow publication and notice requirements for Provincial Acts and Regulations;

AND WHEREAS, communities such as Tay Valley Township cannot comply with publication requirements in Provincial Acts and Regulations as the Metroland Media Group news publication is no longer being printed in sheet form and there are no other local news publications fitting the definition of “newspaper”;

AND WHEREAS, some small, rural, Ontario Municipalities may not have the means to bring an application to the Court to ask for directions and approval of an alternate manner of providing notice;

NOW THEREFORE BE IT RESOLVED THAT, the Council of Tay Valley Township does hereby request the Provincial government to make an amendment to the Legislation Act, 2006 to include digital publications as an acceptable means of publication and notice requirements for Provincial Acts and Regulations;

AND FURTHER, requests the support of all Ontario Municipalities;

AND FURTHER THAT, this resolution be forwarded to the Minister of Municipal Affairs and Housing, Paul Calandra; Lanark Frontenac Kingston MPP, John Jordan; The Association of Ontario Municipalities (AMO); CEO and President of Metroland Media Group, Neil Oliver and all Ontario Municipalities.”

ADOPTED

xviii) **24-02-07 – Council Communication Package.**

RESOLUTION #C-2024-02-29

MOVED BY: Greg Hallam

SECONDED BY: Korrine Jordan

“**THAT**, the 24-02-07 Council Communication Package, excluding items 38-42, be received for information.”

ADOPTED

xix) **Request to Assist Municipalities in the Growing Concern of Cemetery Transfers.**

RESOLUTION #C-2024-02-30

MOVED BY: Korrine Jordan

SECONDED BY: Greg Hallam

“**WHEREAS**, under the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), when a cemetery is declared abandoned by a judge of the Superior Court Justice, the local municipality within whose geographic boundaries the land of the cemetery is located, becomes the owner of the cemetery with all the rights and obligations in respect of the cemetery and

the assets, trust funds and trust accounts related to it that the previous owner or operator possessed;

AND WHEREAS, over the last decade, there has been an increase in the number of churches and local cemetery boards initiating processes to transfer ownership or abandon their owned and operated cemeteries to the local municipality due to such issues as high maintenance costs, inaccuracy of records, lack of financial and human resources to effectively operate and maintain the cemetery, increased regulatory processes regarding training, selling of interment rights, financial operation of the care and maintenance fund, etc.;

AND WHEREAS, municipalities experience the same issues and pressures that churches and local boards experience with the operation and maintenance of cemeteries within their jurisdiction, and additional transfers of cemetery lands only compound the burden on municipal taxpayers;

AND WHEREAS, cemeteries are important infrastructure where the reasonable costs for interment rights, burials, monument foundations, corner stones and administration charges do not sufficiently support the general operation of cemeteries;

AND WHEREAS, the interest earned from the care and maintenance fund(s) of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of lawn and turf maintenance contracts and monument restoration;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of Tay Valley Township requests that the Province through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO) consider the following to assist municipalities in this growing concern of cemetery transfers:

- amend the Funeral, Burial and Cremation Services Act, 2002 (FBCSA), to have the Province, through the BAO, identified as the default owner and operator of a cemetery when it is abandoned;
- provide annual funding (based on the number of cemeteries a municipality owns and operates) to municipalities to assist with the maintenance of inactive and active cemeteries;
- provide free training opportunities for municipalities regarding cemetery administration; and,
- investigate and support the design of universal cemetery software for use by municipal cemetery operators that can be offered at an affordable cost;

AND THAT, this resolution be circulated to the Honourable Todd McCarthy, Ministry of Public and Business Service Delivery, Jim Cassimatis, BAO Interim CEO/Registrar, MPP John Jordan and all Ontario municipalities.”

ADOPTED

xx) **Association of Municipalities Ontario Policy Update – Social and Economic Prosperity Review** – *removed from the agenda.*

xxi) **Association of Ontario Roads Supervisors – Support the Creation of a Municipal Equipment Operator Course.**

RESOLUTION #C-2024-02-31

MOVED BY: Marilyn Thomas

SECONDED BY: Angela Pierman

“**WHEREAS**, municipal public works departments from across the Province of Ontario provide invaluable services to our communities ensuring the health and safety of all residents;

AND WHEREAS, if it was not for our municipal public works employees from across the Province of Ontario maintaining our public roads systems, our communities would not be able to function as emergency personnel could not respond to calls, school buses could not get our children to school, residents would not be able to get to work, school or appointments and many more basic functions would not be able to happen;

AND WHEREAS, municipal public works departments are already feeling the impacts of a labour shortage, which will only be exasperated over the next three to five years, which will cause levels of service municipalities are able to provide to ensure the health and safety of our residents to decrease;

AND WHEREAS, there is currently no provincial-wide course that properly trains potential municipal public works employees, specifically relating to municipal heavy equipment.

THEREFORE IT BE RESOLVED, that Tay Valley Township supports the work of the Association of Ontario Road Supervisors to develop a Municipal Equipment Operator Course to address this issue;

AND THAT, Tay Valley Township calls on the Province of Ontario’s Ministry of Labour, Training, Immigration and Skilled Trades to fully fund the Municipal Equipment Operator Course in 2024 through the Skills Development Fund;

AND THAT, a copy of this resolution be sent to the Minister of Labour, Training, Immigration and Skilled Trades David Piccini, Tay Valley Township’s Member of Provincial Parliament John Jordan and the Association of Ontario Road Supervisors.”

ADOPTED

8. BY-LAWS

- i) **By-Law No. 2024-001 – Stop Up, Close & Sell Portion of Unopened Road Allowance (White).**

RESOLUTION #C-2024-02-32

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“**THAT**, By-Law No. 2024-001, being a by-law to Stop Up, Close & Sell a Portion of an Unopened Road Allowance between Lots 18 & 19, Concession 6, geographic Township of North Burgess (White), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- ii) **By-Law No. 2024-002 – Stop Up, Close & Sell Portion of Unopened Road Allowance (Edwards/Wolfe).**

A surveyor’s sketch map was distributed at the meeting for reference – *attached, page 24.*

A Member referred to the map, concerned about the permanent loss of use of land should the portion of unopened road allowance be stopped up and closed. The Chief Administrative Officer/Clerk summarized the history of this matter and explained the Township’s Road Closing Policy.

RESOLUTION #C-2024-02-33

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

“**THAT**, By-Law No. 2024-002, being a by-law to Stop Up, Close & Sell a Portion of an Unopened Road Allowance between Lot 22, Concession 8, geographic Township of South Sherbrooke and Lot 1, Concession 9, geographic Township of Bathurst (Edwards/Wolfe), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- iii) **By-Law No. 2024-003 – Road Naming – Murpubar Bay Lane.**

RESOLUTION #C-2024-02-34

MOVED BY: Andrew Kendrick
SECONDED BY: Greg Hallam

“**THAT**, By-Law No. 2024-003, being a by-law to amend Road Naming By-Law No. 98-87 (Murpubar Bay Lane), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- iv) **By-Law No. 2024-004 – Lanark County OPP Detachment Board – Terms of Reference.**

RESOLUTION #C-2024-02-35

MOVED BY: Greg Hallam

SECONDED BY: Korrine Jordan

“**THAT**, By-Law No. 2024-004, being a by-law to adopt the Lanark County OPP Detachment Board – Terms of Reference, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- v) **By-Law No. 2024-005 – Assume Road for Public Use within Tayside Estates Subdivision (Ernest Way).**

RESOLUTION #C-2024-02-36

MOVED BY: Korrine Jordan

SECONDED BY: Greg Hallam

“**THAT**, By-Law No. 2024-005, being a by-law to assume a road for public use within Tayside Estates Subdivision (Ernest Way), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- vi) **By-Law No. 2024-006 – Zoning By-Law Amendment – Anderson and Beck.**

RESOLUTION #C-2024-02-37

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“**THAT**, By-Law No. 2024-006, being a by-law to amend Zoning By-Law No. 2002-121 (472 Star Hill Road, Part Lot 21, Concession 6, geographic Township of North Burgess), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- vii) **By-Law No. 2024-007 – Sewage System Management Agreement (MVCA) – Amendment.**

RESOLUTION #C-2024-02-38

MOVED BY: Marilyn Thomas

SECONDED BY: Angela Pierman

“**THAT**, By-Law No. 2024-007, being a by-law to amend By-Law No. 2020-009 being a by-law to authorize a Sewage System Management Agreement (MVCA), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

9. NEW/OTHER BUSINESS

None.

10. CALENDARING

Meeting	Date	Time	Location
Lanark County OPP Detachment Board of Transition Committee Meeting	March 1st	8:30 p.m.	Carleton Place
Committee of the Whole Meeting	March 5 th	6:00 p.m.	Municipal Office
Committee of Adjustment Meeting	March 18 th	5:00 p.m.	Municipal Office
Police Services Board Meeting	March 26 th	2:00 p.m.	Municipal Office
Council Meeting	March 26 th	6:00 p.m.	Municipal Office

11. CLOSED SESSIONS

i) **CONFIDENTIAL: Solicitor/Client Privilege – 261 Maberly Elphin Road.**

RESOLUTION #C-2024-02-10

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“**THAT**, Council move “in camera” at 6:55 p.m. to address a matter pertaining to the receiving of advice that is subject to solicitor/client privilege, including communications necessary for that purpose regarding 261 Maberly Elphin Road;

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

ADOPTED

RESOLUTION #C-2024-02-11

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

“**THAT**, Council return to open session at 8:08 p.m.

ADOPTED

The Chair rose and reported that Council received advice from legal counsel.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2024-008 - Confirmation By-Law – February 27th, 2024.**

RESOLUTION #C-2024-02-39

MOVED BY: Andrew Kendrick

SECONDED BY: Greg Hallam

“**THAT**, By-Law No. 2024-008 being a by-law to confirm the proceedings of the Council meeting held on February 27th, 2024, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

13. ADJOURNMENT

Council adjourned at 8:58 p.m.

**COMMITTEE OF THE WHOLE
MINUTES**

Tuesday, March 5th, 2024

**Immediately following the Public Meeting – Zoning By-Law Amendment(s) at 5:30 p.m.
Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario
Council Chambers**

ATTENDANCE:

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

Staff Present: Amanda Mabo, Chief Administrative Officer/Clerk
Aaron Watt, Deputy Clerk
Sean Ervin, Public Works Manager
Ashley Liznick, Treasurer (left at 7:42 p.m.)

Regrets: None

1. CALL TO ORDER

The meeting was called to order at 5:47 p.m.
A quorum was present.

2. AMENDMENTS/APPROVAL OF AGENDA

- i) Addition under Priority Issues: Report #CAO-2024-06 - Lanark County OPP Detachment Board - Draft 2024 Budget.

The Agenda was adopted as amended.

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

None at this time.

4. APPROVAL OF MINUTES OF PUBLIC MEETINGS

i) **Public Meeting: Zoning By-Law Amendment(s) – February 13th, 2024.**

The minutes of the Public Meeting – Zoning By-Law Amendment(s) held on February 13th, 2024, were approved.

5. DELEGATIONS & PRESENTATIONS

None.

6. PRIORITY ISSUES

i) **Report #PW-2024-06 – Backhoe Purchase (Canoe Procurement Group).**

Recommendation to Council:

“**THAT**, the quote obtained through the Canoe Procurement Group from J.R. Brisson Equipment Ltd. for a backhoe, be accepted;

THAT, the 1998 brush cutter be refurbished instead of replaced;

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

ii) **Report #PW-2024-07 – 2024 Road Projects Tender Awards.**

Recommendation to Council:

“**THAT**, Tender #2024-PW-002 for the Rehabilitation of the Bathurst 7th Concession and McVeigh Roads be awarded to Arnott Brothers Construction;

THAT, Tender #2024-PW-003 for the Rehabilitation of Lakewood Road be awarded to Arnott Brothers Construction;

THAT, Tender #2024-PW-004 for the Asphalt Padding on Crow Lake Road be awarded to G. Tackaberry & Sons Construction Company Limited;

THAT, Tender #PW-C-09-2024-24-E0 for Microsurfacing be awarded to Miller Paving Limited;

THAT, \$10,000 of the surplus funds be used for crack-sealing on Glen Tay Road;

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

iii) **Report #PW-2024-08 – Gambles Side Road Bridge and Glen Tay Culvert Rehabilitations – Tender Award.**

The Chief Administrative Officer/Clerk and Public Works Manager noted the correction that the Tender be awarded to Delcon Construction, not Willis Kerr Contracting Ltd as indicated in the suggested recommendation.

The Committee discussed the rising costs of building and maintaining infrastructure such as bridges. The question of closing a bridge was raised, the Public Works Manager and Chief Administrative Officer/Clerk indicated that legal advice, environmental assessments and transportation master plans may be required as part of the overall process if such an option was selected. The Public Works Manager will bring additional information to the Council Meeting.

Recommendation to Council:

“**THAT**, Tender #2024-PW-001 – Gambles Side Road Bridge and Glen Tay Culvert Rehabilitation, be awarded to Dalcon Constructors Ltd;

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

iv) **Report #PW-2024-09 – 2023 Waste Disposal Site Annual Reports.**

Recommendation to Council:

“**THAT**, Report #PW-2024-09– 2023 Waste Disposal Site Annual Reports, be received as information;

AND THAT, staff submit the 2023 Annual Reports for the Glen Tay, Maberly and Stanleyville sites to the Ministry of the Environment, Conservation and Parks before the March 31st, 2024 deadline, to be in conformity with the Certificates of Approval for each site.”

v) **Report #FIN-2024-03 – 2024 Budget – PSAB Restatement.**

Recommendation to Council:

“**THAT**, Report #FIN-2024-03 - 2024 Budget – PSAB Restatement, be received as information.”

vi) **Report #FIN-2024-04 – 2023 Statement of Remuneration and Expenses.**

Recommendation to Council:

“**THAT**, Report #FIN-2024-04 - 2023 Statement of Remuneration and Expenses, be received as information.”

vii) **Report #FIN-2024-05 – 2023 Development Charges Statement.**

Recommendation to Council:

“**THAT**, Report #FIN-2024-05 - 2023 Development Charges Statement, be received as information.”

- viii) **Report #FIN-2024-06 – 2023 Planning Act Financial Reporting for Parkland.**

Recommendation to Council:

“**THAT**, Report #FIN-2024-06 - 2023 Planning Act Financial Reporting for Parkland, be received as information.”

- ix) **Report #FIN-2024-07 – 2023 Investment Report.**

Recommendation to Council:

“**THAT**, Report #FIN-2024-07 - 2023 Investment Report, be received as information.”

- x) **Report #CAO-2024-06 - Lanark County OPP Detachment Board - Draft 2024 Budget – *attached, page 10.***

The Chief Administrative Officer/Clerk explained the budget setup and costs of the newly formed Lanark County OPP Detachment Board. The Board is a stand alone entity with twenty members and a part-time staff member. The total budget will be split between the eight municipalities based on weighted assessment. Using weighted assessment as the breakdown makes sense because that is the breakdown for the provincial offences court.

A Member raised the question of amending the tax bills to indicate the increased costs of the Board per resident. The Chief Administrative Officer/Clerk confirmed that the information item on the tax bills currently is only the costs of the OPP policing contract and does not include the Board costs. This could be changed, along with updating the name of the item to Police Services to better represent the combined costs of the Board and the current OPP policing contract.

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township approve the proposed draft 2024 budget for the Lanark County OPP Detachment Board and the allocation of costs to the respective municipalities within Lanark County based on weighted assessment.”

7. CORRESPONDENCE

- i) **24-02-07 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 24-02-07 Council Communication Package be received for information.”

ii) **Resolution in Support of the Expansion of the Life Span of Fire Apparatus.**

The Chief Administrative Officer/Clerk summarized a discussion during a previous meeting of Council regarding the current process used to support external resolutions.

The current process is to replicate the external resolution in full, making modifications as required to make it more locally relevant. The proposed suggestion was that it is more efficient, and supportive to the original municipality, if Tay Valley Township Council supports the external resolution rather than recreate it in full.

After discussion it was agreed that going forward Tay Valley Township will adopt a hybrid approach of the two options. An external resolution will be supported by being written in full as part of Tay Valley Township's agendas and minutes, but in the first paragraph will indicate that the resolution is in support of the originating municipality.

Recommendation to Council:

"WHEREAS, the Council of the Corporation of Tay Valley Township support Prince Edward County's resolution regarding Expansion of the Life Span of Fire Apparatus;

AND WHEREAS, By-Law No. 2012-042, being a By-Law to Establish and Regulate the Fire Department (Drummond/North Elmsley Tay Valley Fire Rescue) established service level standards for the Drummond/North Elmsley Tay Valley Fire Rescue;

AND WHEREAS, apparatus and equipment are directly tied to the delivery of fire protection services authorized by Council in By-Law No. 2012-042, and a safe, reliable and diverse fleet is required to serve operations needs;

AND WHEREAS, fire Apparatus is governed by industry best practices, the application of law and recognized industry partners, including the Ontario Fire Service Section 21 Guidance Notes, National Fire Protection Association Standards, The Occupational Health and Safety Act, and Fire Underwriters Survey (FUS);

AND WHEREAS, Fire Underwriters Survey (FUS) is a provider of data, underwriting, risk management and legal/regulatory services focusing on community fire-protection and fire prevention systems in Canada, establishing apparatus replacement schedules based on safety and risk mitigation practices;

AND WHEREAS, no provincial funding is available for new fire trucks, yet, small and rural municipalities must meet the same standards set by FUS as larger municipalities for fire equipment, including additional pressure to move fire trucks out when they reach a specific age, even though they can still meet the safety regulations;

NOW THEREFORE BE IT RESOLVED THAT, the Reeve send a letter to FUS requesting the creation of a new community fire-protection and fire prevention insurance system that does not put all municipalities under the same umbrella, with distinct categories for rural and urban municipalities;

THAT, this resolution be sent to Premier Doug Ford, the Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development, Paul Calandra, Minister of Municipal Affairs and Housing requesting a response on this matter within 30 days of receipt;

AND THAT, this resolution be shared with all 444 municipalities in Ontario, the Federation of Canadian Municipalities (FMC), the Association of Municipalities Ontario (AMO) and the Eastern Ontario Wardens' Caucus (EOWC)."

iii) **Perth & District Sports Hall of Fame Request for Support.**

The Committee agreed that the 2024 budget has been set, and that the Perth & District Sports Hall of Fame be encouraged to apply for funding during the 2025 budget planning session. The Treasurer will include the organization on the circulation list.

8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

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

ii) **Committee of Adjustment.**

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

iii) **Fire Board.**
Councillor Wayne Baker, Councillor Greg Hallam, Councillor Marilyn Thomas

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

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

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

v) **Pinehurst Cemetery Board** – *deferred to the next meeting.*
Deputy Reeve Fred Dobbie.

vi) **Police Services Board** – *deferred to the next meeting.*
Reeve Rob Rainer.

- v) **Green Energy and Climate Change Working Group.**
Councillor Greg Hallam and Councillor Angela Pierman

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

- vi) **Mississippi Valley Conservation Authority Board.**
Councillor Andrew Kendrick.

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

- vii) **Rideau Valley Conservation Authority Board.**
Councillor Angela Pierman.

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

- viii) **Lanark County Traffic Advisory Working Group – *deferred to the next meeting.***
Councillor Greg Hallam.

- ix) **County of Lanark**
Reeve Rob Rainer and Deputy Reeve Fred Dobbie.

Reeve Rainer reported that:

- Lanark County has hired a Planning Manager, Mike Dwyer, former Chief Administrative Officer of Rideau Lakes Township
- Lanark County Council approved the Climate Action Plan last week. This plan includes \$10,000 in climate action grants that municipalities can apply for
- the former Willowdale Retirement Residence in Smiths Falls has been converted by a new owner to become transitional housing. Eleven residents currently homed in motels or other temporary housing are to be moved in to the 63-unit building

The Treasurer left at 7:42 p.m.

9. CLOSED SESSION

- i) **CONFIDENTIAL: Potential Land Acquisition – Glen Tay Waste Site.**

The Committee moved “in camera” at 7:41 p.m. to address a matter pertaining to a proposed or pending acquisition or disposition of land by the municipality or local board regarding the Glen Tay Waste Site and the Chief Administrative Officer/Clerk, Deputy Clerk and Public Works Manager remain in the room.

The Committee returned to open session at 7:53 p.m.

The Chair rose and reported that staff were provided direction on the matter.

10. DEFERRED ITEMS

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

- *Township Action Plan*

11. ADJOURNMENT

The Committee adjourned at 7:53 p.m.

MOTIONS

**LANARK COUNTY OPP DETACHMENT BOARD
2024 DRAFT BUDGET**

ITEM	AMOUNT	EXPLANATION
EXPENSES		
Wages	\$ 32,000.00	\$30/hr x 20 hrs/week / 52
MERC expenses	\$ 8,000.00	24% of wages (includes OMERS); 15% if no OMERS
Annual Honorariums	\$ 30,750.00	20x\$150x10 meetings/year + \$500 for Chair + \$250 for Vice-Chair
Per Diems	\$ 17,500.00	150/day x 4 days x 5 members (conferences) + \$150/day x 3 meetings x 10 members (Zone 2 meetings) + training honorarium of \$450x20 people
Memberships	\$ 6,300.00	33307 properties @\$16/property (OAPSB) + \$800 Zone 2
Conferences Registration	\$ 6,000.00	5 @ \$1000+\$1000 for Secretary-Treasurer
Travel Expense	\$ 13,000.00	250km x 2 days x 6 members + 11x 200 km + 100kmx15membersx10meetings x \$0.64/km
Meals	\$ 3,000.00	6@\$125/day x 4 days
Hotel Accommodation	\$ 7,750.00	6@\$1000 (annual conference) + \$175 x 10 (Zone 2 Meeting)
Professional Fees	\$ 10,000.00	Consulting assistance i.e. Strategic Planning
Office Supplies	\$ 1,000.00	
Other Materials/Supplies	\$ 1,500.00	Coffee/Muffins for meetings; other miscellaneous
Telephone	\$ 600.00	for Secretary-Treasurer \$50 / month
IT	\$ 3,300.00	Laptop Expenses \$1000; email addresses for Provincial appointees and S-T 5@\$10/ moth x 12 months \$720; IT support \$1500
Accounting Expenses	\$ 2,000.00	
Insurance	\$ 10,250.00	
Total Budget	\$ 152,950.00	

	DRUMMOND / NORTH ELMLEY	MONTAGUE	PERTH	LANARK HIGHLANDS	MISSISSIPPI MILLS	CARLETON PLACE	TAY VALLEY TOWNSHIP	BECKWITH	TOTALS
Weighted Assessment %	10.50	3.72	8.39	7.83	19.94	16.59	11.56	12.50	91.03
Share of Budget - Weighted Assessment	\$ 17,642.26	\$ 6,250.40	\$ 14,097.01	\$ 13,156.09	\$ 33,503.49	\$ 27,874.77	\$ 19,423.29	\$ 21,002.69	\$ 152,950.00

*Note: SF makes up difference to 91.03 make 100%

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2024-011

A BY-LAW TO AMEND ZONING BY-LAW NO. 2002-121, AS AMENDED (STINSON) (201 WEST BAY DRIVE, PART LOTS 23 and 24, CONCESSION 6, GEOGRAPHIC TOWNSHIP OF NORTH BURGESS)

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

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

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

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

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

1. GENERAL REGULATIONS

1.1 THAT, By-Law No. 2002-121 is hereby amended by amending the zoning from Residential Limited Services (RLS) to on the lands legally described as Part Lot 223 and 24, Concession 6, geographic Township of North Burgess, now in Tay Valley Township, County of Lanark (Roll # 091191102079000), in accordance with Schedule "A" attached hereto and forming part of this By-Law.

1.2 THAT, By-Law No. 2002-121, as amended, is further amended by adding the following new subsection at the end of Section 5.1.4 (Exception Zones).

195. RLS-196 (Part Lots 23 and 24, Concession 6, North Burgess)

Notwithstanding the provisions of Section 5.1, on the lands zoned RLS-196 the following provisions shall prevail:

- Creek Water Setback for septic system (minimum) 15m
- Deck Area (maximum) 46m²
- East Interior Side Yard Setback (minimum) 4m

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-011**

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

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

2. ULTRA VIRES

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

3. EFFECTIVE DATE

ENACTED AND PASSED this 26th day of March, 2024.

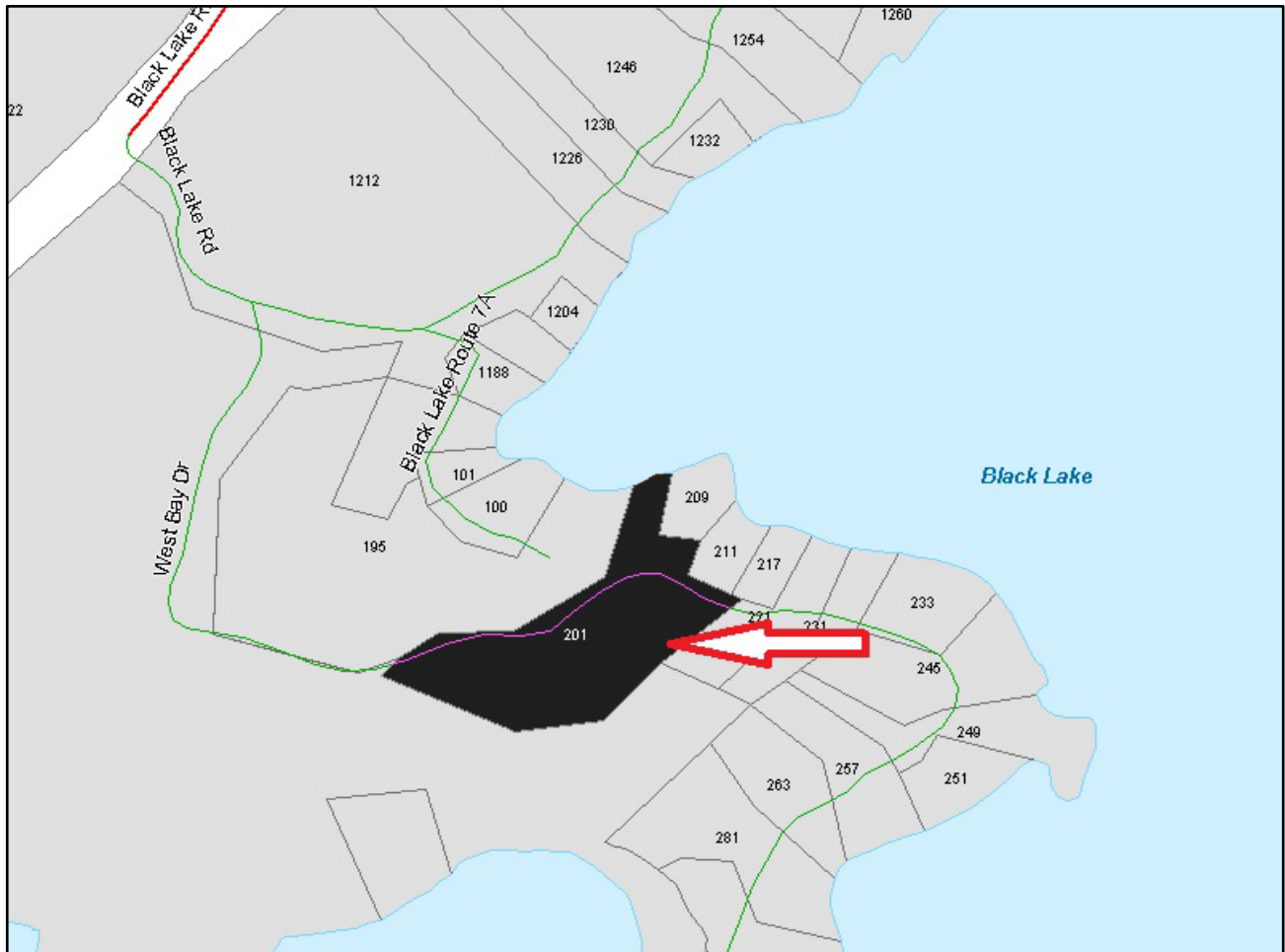
Robert Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-011**

SCHEDULE "A"

Stinson – 201 West Bay Drive
Part Lots 23 and 24, Concession 6
Geographic Township of North Burgess
Tay Valley Township



Area(s) Subject to the By-Law

To amend the Zoning from
Residential Limited Services (RLS)
Residential Limited Services Special Exception-196 (RLS-196)

Certificate of Authentication

This is Schedule "A" to By-Law 2024-011
passed this 26th day of March 2024.

Reeve

Clerk

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2024-012

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

WHEREAS, Section 31 (2) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that after January 1, 2003, land may only become a highway by virtue of a by-law establishing the highway and not by the activities of the municipality or any other person in relation to the land, including the spending of public money;

AND WHEREAS, a portion of the unopened road allowance at the end of Norris Road has been brought up to Low Volume Road Standards, extending Norris Road;

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

1. GENERAL REGULATIONS

1.1 THAT, the Location and Description of Norris Road in Schedule “A” Bathurst Ward, Municipal Roads to Road Naming By-Law No. 98-87, as shown on Schedule “A” attached, be amended to read as follows:

From Harper Road to 360 metres past Lot 19, Concession 4,
approximately 1.58 kilometres.

1.2 THAT, Plan 27R-12224 is attached hereto as Schedule “B” and shall be for information purposes only, and not form part of this by-law.

1.3 THAT, the Clerk be authorized to register a certified copy of this by-law on title in the Land Registry Office.

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.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-012**

3. BY-LAWS TO BE AMENDED

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

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

4. EFFECTIVE DATE

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

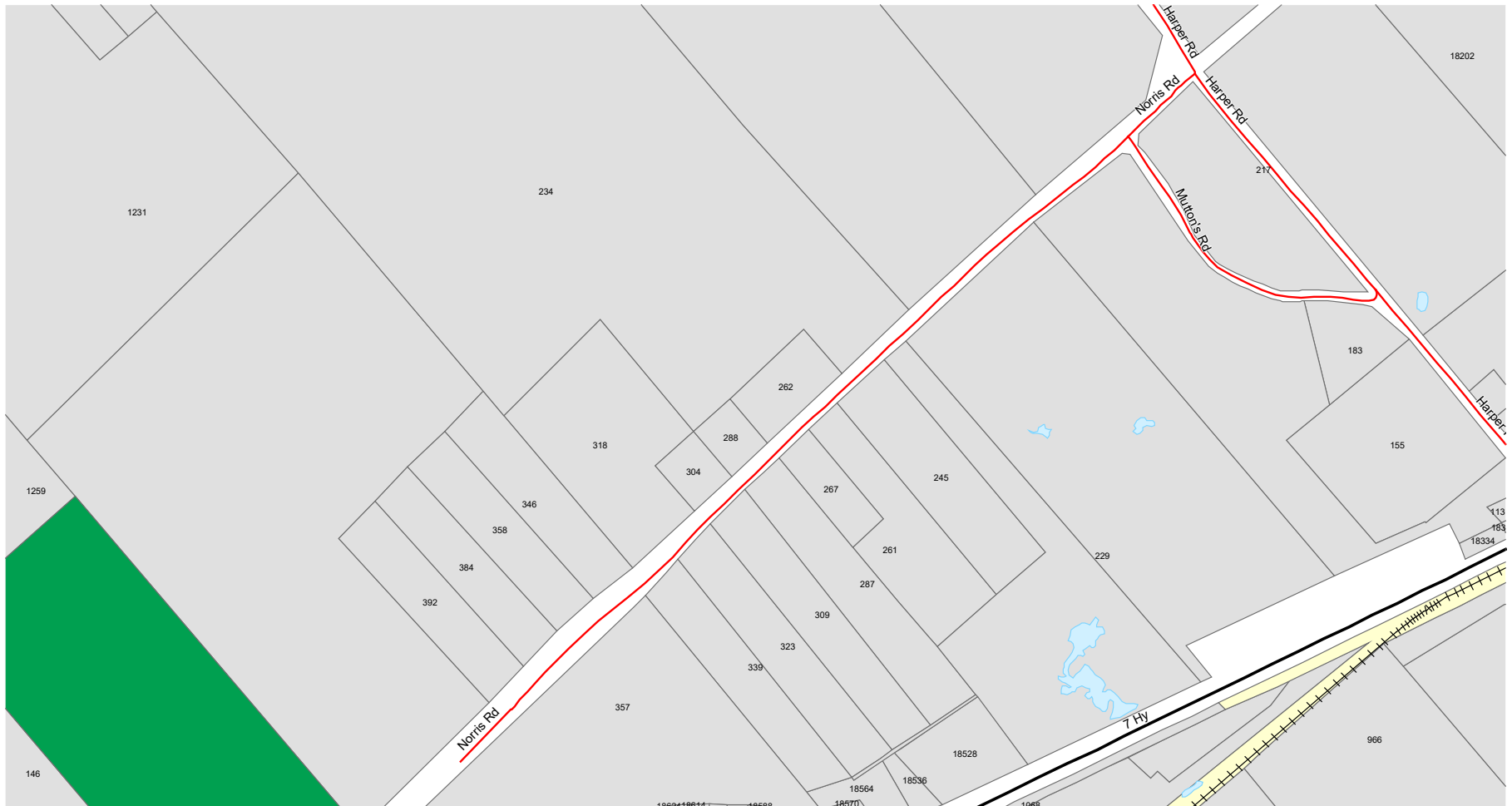
4.2 ENACTED AND PASSED this 26th day of March 2024.

Rob Rainer, Reeve

Amanda Mabo, Clerk

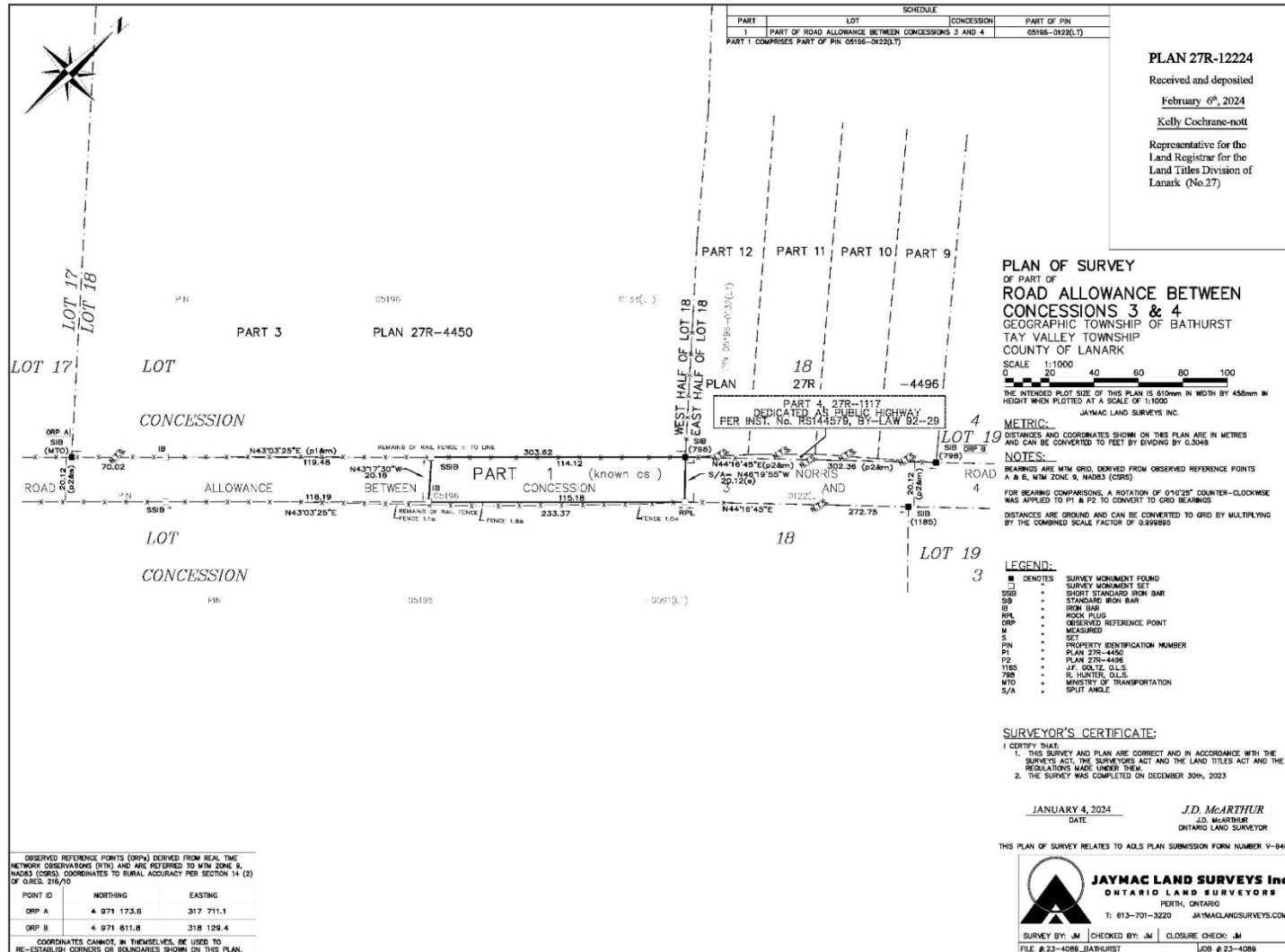
**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-012**

SCHEDULE "A"



THE CORPORATION OF TAY VALLEY TOWNSHIP BY-LAW NO. 2024-012

SCHEDULE "B"



THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2024-013

ASSUME PORTION OF UNOPENED ROAD ALLOWANCE FOR PUBLIC USE (NORRIS ROAD)

WHEREAS, Section 27 (1) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that except as otherwise provided in the Act, a municipality may pass by-laws in respect of a highway, only if it has jurisdiction over the highway;

AND WHEREAS, Section 28 (2) (b) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that, the municipality has jurisdiction over all road allowances located in the municipality that were made by the Crown surveyors;

AND WHEREAS, Section 31 (4) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that a municipality may by by-law assume an unopened road allowance made by the Crown surveyors for public use;

AND WHEREAS, a portion of an unopened road allowance at the end of Norris Road has been brought up to Low Volume Road Standards to provide access to a property so that an entrance permit and building permit could be issued, extending Norris Road;

AND WHEREAS, the municipality deems it expedient to assume Norris Road for maintenance purposes;

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

1. GENERAL REGULATIONS

- 1.1 **THAT**, portion of Norris Road, described in Schedule "A" and as shown on Schedule "B" attached, be assumed for public use as a highway in Tay Valley Township.
- 1.2 **THAT**, the extended portion of Norris Road is more particularly described as Part 1 on Plan 27R-12224 being part of PIN 05196-0122 (LT), attached hereto as Schedule "C" and shall be for information purposes only and does not form part of this By-Law.
- 1.3 **THAT**, the Clerk be authorized to register a certified copy of this by-law on title in the Land Registry Office.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-013**

2. ULTRA VIRES

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

3. EFFECTIVE DATE

ENACTED AND PASSED this 26th day of March, 2024.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-013**

SCHEDULE "A"

DESCRIPTION OF PORTION OF UNOPENED ROAD ALLOWANCE TO BE ASSUMED:

NORRIS ROAD

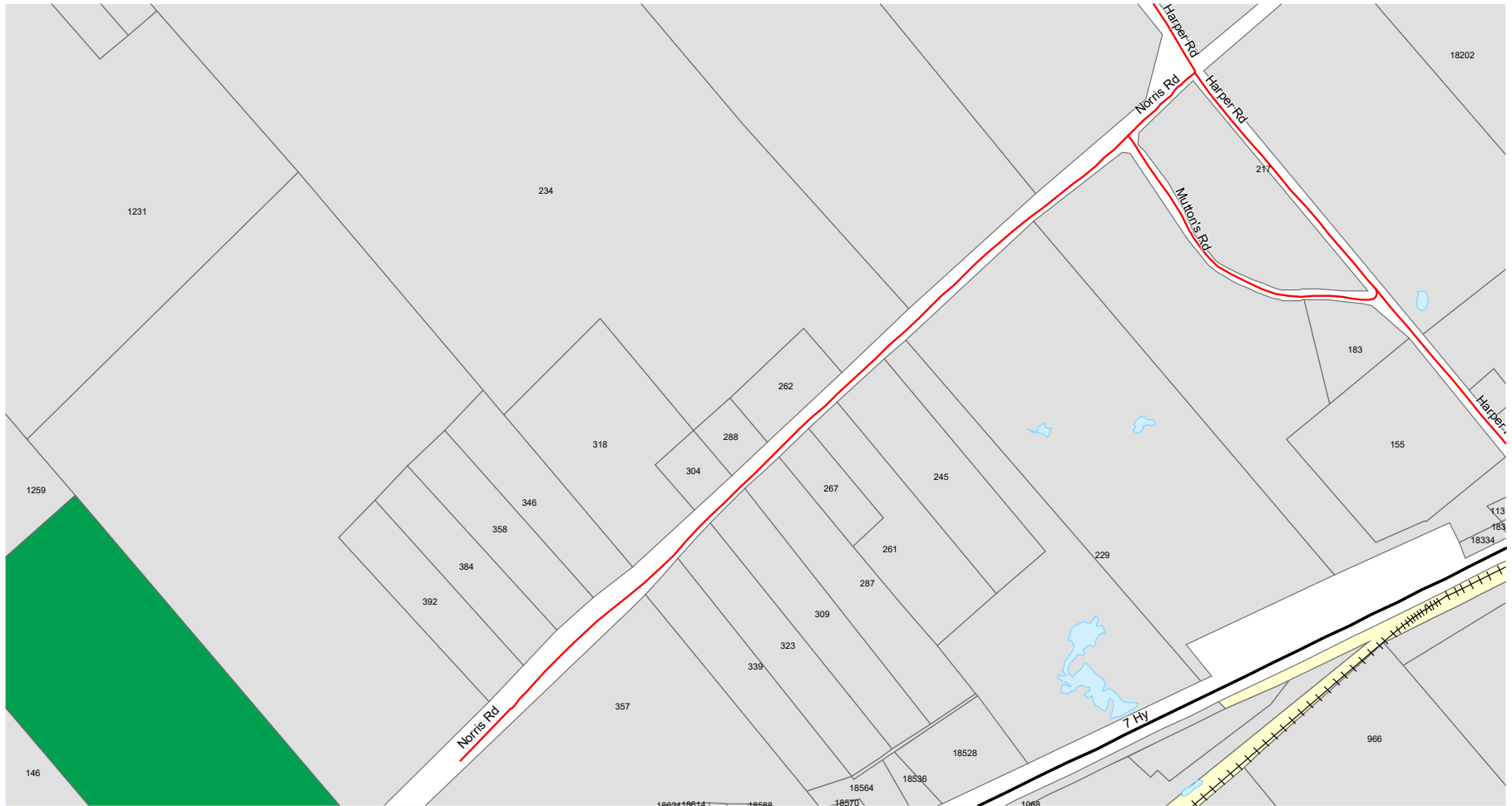
PART OF PIN 05196-0122 (LT)

RDAL BTN CON 3 & 4 BATHURST BTN HWY NO. 7 & PUBLIC RD; PT E1/2 LT 18 CON 4
BATHURST PT 4, 27R1117; BATH-BURG-SHERB

PT 1, PLAN 27R12224

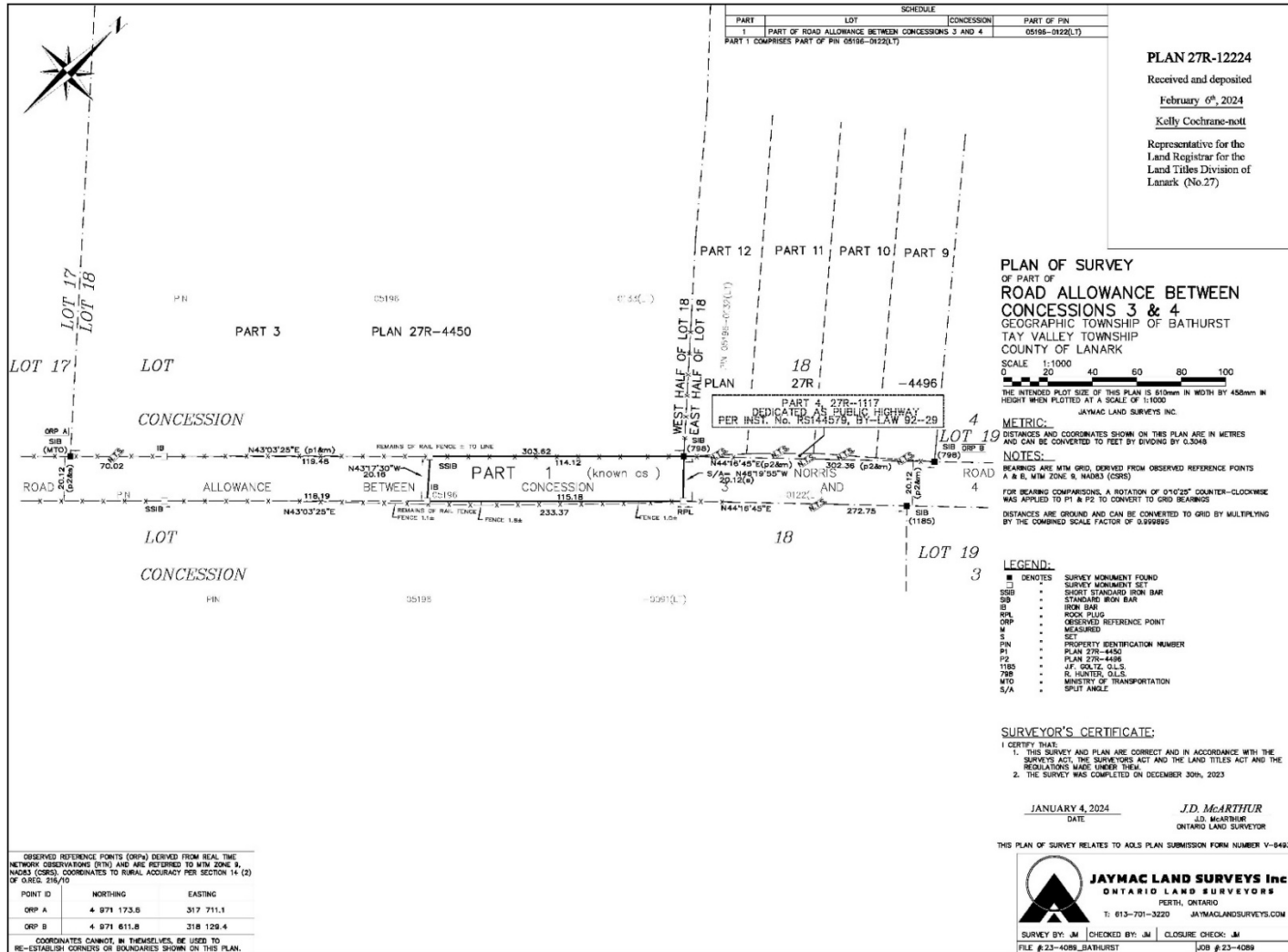
**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-013**

SCHEDULE "B"



THE CORPORATION OF TAY VALLEY TOWNSHIP BY-LAW NO. 2024-013

SCHEDULE "C"



THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2024-010

LANARK COUNTY OPP DETACHMENT BOARD TERMS OF REFERENCE

WHEREAS, Section 67(1) of the *Community Safety and Policing Act, 2019*, S.O. 2019, Sched. 1, as amended, provides that there shall be an O.P.P. detachment board, or more than one O.P.P. detachment board in accordance with the regulations, for each detachment of the Ontario Provincial Police that provides policing in a municipality or in a First Nation reserve;

WHEREAS, the *Community Safety and Policing Act, 2019*, S.O. 2019, Sched. 1 will replace the Police Services Act (1990) effective April 1, 2024;

WHEREAS, the Council of the Corporation of Tay Valley Township has entered into a contract with the Ontario Provincial Police to provide those services;

AND WHEREAS, a Terms of Reference needs to be established for the Lanark County OPP Detachment Board;

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 Lanark County OPP Detachment Board – Terms of Reference, attached hereto as Schedule “A”, be adopted.

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. BY-LAW REPEALED

3.1 **THAT**, By-Law No. 1999-017 and No. 2024-004 be repealed.

3.2 **THAT**, all by-laws or parts thereof and resolutions passed prior to this by-law which are in contravention of any terms of this by-law are hereby rescinded.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-010**

4. EFFECTIVE DATE

4.1 THAT, this by-law shall come into force and effect as of the 1st day of April 2024.

4.2 ENACTED AND PASSED this 26th day of March, 2024.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-010**

SCHEDULE "A"

**LANARK COUNTY OPP DETACHMENT BOARD
TERMS OF REFERENCE**

A. Purpose

While it is the legislative mandate of the OPP Detachment Board to work with the Detachment Commander to make decisions where appropriate and submit information to the Municipal Councils in other matters in accordance with the Community Safety and Policing Act (CSPA), the purpose of the OPP Detachment Board is to:

1. comply with the prescribed standards, if any, with respect to the exercise of its powers and the performance of its duties under the Act;
2. make decisions on matters within their jurisdiction and provide advice and information to Municipal Councils on specialized matters as outlined in the Act;
3. facilitate public input on programs and ideas when appropriate and approved by the OPP Detachment Board to ensure the work of the Board is representative of the communities it serves;
4. make decisions in enhancing the quality of life and ensuring the safety and security of all persons and property in the community, in keeping with the Minister's Strategic Plan and the OPP Detachment Board strategic plan or the annual objectives and principles as established by the OPP Detachment Board; and
5. conduct itself in keeping with the prescribed Code of Conduct under the CSPA (Section 35(6)) and in keeping with the OPP Detachment Board's Procedural By-law.

B. Roles and Responsibilities

Per Section 68 (1) of the Community Safety and Policing Act, the OPP Detachment Board's roles shall include:

- a. consulting with the Commissioner regarding the selection of a detachment commander and otherwise participate in accordance with the regulations in the selection of the detachment commander;
- b. determining objectives and priorities for the detachment, not inconsistent with the strategic plan prepared by the Minister, after consultation with the detachment commander or his or her designate;
- c. advising the detachment commander with respect to policing provided by the detachment;
- d. monitoring the performance of the detachment commander;
- e. reviewing the reports of the detachment commander regarding policing provided by the detachment; and
- f. on or before June 30 in each year, providing an annual report to the municipalities regarding the policing provided by the detachment in their municipalities.

C. Authority

1. Authority delegation is restricted to the scope described in Section 42 of the CSPA.
2. The OPP Detachment Board members shall:
 - a. ensure that all outgoing communications are in accordance with the OPP Detachment Board's policies;
 - b. not communicate externally on behalf of the OPP Detachment Board except as authorized by the OPP Detachment Board;
 - c. not post independently to social media but rather social media postings shall be forwarded to the OPP Detachment Board Secretary-Treasurer for distribution which may be shared by the OPP Detachment Board members;
 - d. not authorize any expenditures outside the OPP Detachment Board's approved budget unless authorized by each of the Municipal Councils of the OPP policed communities comprised by the Board;
 - e. have the authority to undertake special projects, or research matters that arise and that are within the scope of these Terms of Reference. The responsibility for these assignments remains with the OPP Detachment Board or designate.

D. Reports To

The OPP Detachment Board reports to the respective Municipal Councils comprising the OPP Detachment Board as required in accordance with the CSPA.

E. Composition

1. Unless otherwise determined by Provincial Legislation, membership shall be comprised of eight (8) Council representatives based on one (1) per OPP policed municipality, eight (8) community representatives based on one (1) per OPP policed municipality, and four (4) provincial representatives.

1. Qualifications of the Community Representatives

To qualify for the Community Representative on the OPP Detachment Board, applicants must be eligible to vote in the respective municipality they are appointed from.

Community Representatives shall not be an employee of their respective municipality.

Preference will be given to persons demonstrating knowledge or experience specific to the subject Committee / Board.

2. Appointments to the OPP Detachment Board

- i. Appointments to the OPP Detachment Board shall be made in accordance with the provisions of Section 33 of the Act.

- ii. Council Appointments to the OPP Detachment Board shall be made by the respective municipal Council; one (1) per municipality.
- iii. Community Appointments to the OPP Detachment Board shall be made by the respective municipal Council; one (1) per municipality. In considering Community Appointments, preference should be given to persons demonstrating knowledge or experience in one (1) or more of the following areas:
 - a. Finance
 - b. Social Services
 - c. Education
 - d. Governance
 - e. Legal
 - f. Health Care
 - g. Mental Health
- iv. Provincial Appointments to the OPP Detachment Board shall be made by the Provincial Government.

3. Term of Membership

The Term of office for Council and Community Appointees on the OPP Detachment Board shall be concurrent with the term of Council.

The Term of office for Provincial Appointees on the OPP Detachment Board shall be as determined by the Provincial Government.

4. Absence

- i. Should any Council Representative be unable to attend Detachment Board meetings for any period of time due to medical, emergency or other reasons, the respective municipal Council may appoint an alternate Council representative for the duration of the absence. The alternate Council representative appointed shall comply with the prescribed standards with respect to the exercise of its powers and the performance of duties under the Act. The alternate Council representative's appointment shall terminate once the original appointed Council Representative is ready to resume their responsibilities.
- ii. Any Community Representative who is absent from three (3) consecutive regular meetings without leave of absence or without satisfactory reason shall forthwith cease to be a member and the Secretary-Treasurer shall advise the Clerk of the respective municipality so that the vacancy may be filled.

5. Review

The composition of the OPP Detachment Board shall be reviewed once within each term of the Board.

2. **Resignation of Representatives:**

- a. Any Council or Community Representatives wishing to resign shall provide their resignation in writing to the Chair (or Vice-Chair if the Chair is resigning) with a copy to the Secretary-Treasurer and shall notify the Clerk of their respective municipality so that a replacement may be appointed.
- b. Any Provincial Representative wishing to resign shall provide their resignation in writing to the Chair with a copy to the Secretary-Treasurer and shall notify the Provincial Appointments Secretariat so that a replacement may be appointed.

3. **Filling Vacancies:**

- a. Vacancies of Council and Community Representatives shall be filled at the discretion of the respective Municipal Council and within three (3) months of the vacancy occurring.
- b. Vacancies of Provincial Representatives shall be filled at the discretion of the Province.

4. **Responsible Party:**

The Secretary-Treasurer appointed by the OPP Detachment Board shall be responsible for all actions and financial undertakings of the OPP Detachment Board unless delegated otherwise by the OPP Detachment Board in accordance with Section 42 of the CSPA.

5. **Structure:**

- a. Chair and Vice-Chair
In accordance with Section 36(1) of the CSPA, the Chair and Vice-Chair shall be elected annually at the first meeting of each year by a vote of the majority of the OPP Detachment Board members.

In the absence of the Chair at a meeting, the Vice-Chair shall Chair the meeting. In the absence of both the Chair and Vice-Chair at a meeting, an Acting Chair shall be elected at the beginning of the meeting for the duration of that meeting.

- b. Support Resources
 - i) The OPP Detachment Board shall determine the support resources it requires to assist them with fulfilling their roles.
 - ii) Recording Secretary: The Recording Secretary shall be the Secretary-Treasurer appointed annually by the OPP Detachment Board members at the first meeting each year and shall act as the Recording Secretary for the Board's meetings.

F. **Procedures**

1. All applicable Federal, Provincial and Municipal legislation and regulations shall be adhered to. This includes, but is not limited to:

- i) The CSPA and its regulations
 - ii) Code of Conduct Regulation
 - iii) The OPP Detachment Board's
 - a. Accountability and Transparency Policy
 - b. Procedural By-law
 - c. Procurement By-law;
 - d. Terms of Reference; and
 - iv) The OPP Detachment Board shall review its documents identified in 1.iii) once every term in the last year of the term and amend them as necessary.
 - v) Any changes to the Terms of Reference require majority approval of the respective Municipal Councils.
2. The OPP Detachment Board shall meet monthly on the third Wednesday of each month except for the months of July and December, unless otherwise determined by the OPP Detachment Board and shall publish its annual meeting schedule on the Town of Carleton Place's website. Meetings shall be held in the Meeting Room at the Carleton Place Fire Hall, 15 Coleman Street, Carleton Place. The schedule shall include at least four (4) regular meetings per year with allowances for summer and Christmas breaks.
 3. Unless excluded by legislation, all OPP Detachment Board members eligible to vote, including the Chair, shall vote.
 4. The OPP Detachment Board may solicit, document and consider public input where appropriate.
 5. The agenda shall be distributed and posted at least seven (7) days before the OPP Detachment Board meetings on the Town of Carleton Place's website.
 6. The minutes shall be posted once approved by the OPP Detachment Board, in a timely fashion on the Town of Carleton Place's website.
 7. The approved minutes, signed by the Chair and Secretary-Treasurer, shall be provided to the Clerk of the Town of Carleton Place for official record keeping. With respect to the last meeting prior to an election, the minutes shall be approved per the OPP Detachment Board's Procedural By-law.

G. Financial

1. The OPP Detachment Board's annual budget shall be approved by each of the Municipal Councils of the OPP policed communities comprised by the Board in accordance with Section 71(2) of the CSPA.
2. The Secretary-Treasurer shall present a year-end financial report to the OPP Detachment Board, which once approved by the Board, shall be forwarded to each of the Municipal Councils of the OPP policed communities comprised by the Board.

H. Quorum

Greater than 50% of the OPP Detachment Board members eligible to vote and not excluded by legislation shall constitute quorum.

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2024-014

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETING HELD ON MARCH 26TH, 2024

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

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

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

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

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

1. GENERAL REGULATIONS

- 1.1 **THAT**, the actions of the Council of the Corporation of Tay Valley Township at its meeting held on the 26th day of March, 2024 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of Tay Valley Township at its meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-Law.
- 1.2 **THAT**, the Reeve and Proper Signing Official of the Corporation of Tay Valley Township are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of Tay Valley Township referred to in the preceding section hereof.
- 1.3 **THAT**, the Reeve and/or Deputy Reeve and Clerk and/or Deputy Clerk are hereby authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of Tay Valley Township.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2024-014**

2. ULTRA VIRES

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

3. EFFECTIVE DATE

ENACTED AND PASSED this 26th day of March 2024.

Rob Rainer, Reeve

Amanda Mabo, Clerk