



## COMMITTEE OF THE WHOLE MINUTES

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Tuesday, April 9<sup>th</sup>, 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

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### ATTENDANCE:

**Members Present:** Chair, Councillor Wayne Baker  
Reeve Rob Rainer  
Deputy Reeve Fred Dobbie  
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  
Sean Ervin, Public Works Manager (left at 6:43 p.m.)  
Ashley Liznick, Treasurer (left at 7:37 p.m.)  
Noelle Reeve, Planner (left at 6:25 p.m.)

**Regrets:** None

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### 1. CALL TO ORDER

The meeting was called to order at 5:55 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 OF PUBLIC MEETINGS**

i) **Public Meeting: Zoning By-Law Amendment(s) – March 5<sup>th</sup>, 2024.**

The minutes of the Public Meeting – Zoning By-Law Amendment(s) held on March 5<sup>th</sup>, 2024, were approved.

**5. DELEGATIONS & PRESENTATIONS**

i) **Presentation: Municipal Drains, the Drainage Act, and Maintenance Plan Overview for the H. Mather Drain.**

Lucas Gibson gave a PowerPoint presentation that was attached to the agenda.

L. Gibson gave an overview of the scope of the project, addressing questions regarding culvert replacement, financial obligations, potential range of costs, and cost recovery.

Recommendation to Council:

“**THAT**, a Public Information Session with the Riparian Landowners for the H. Mather Drain be held to determine the full scope of maintenance and eliminate any works not requested by the respective landowners.”

The Planner left at 6:25 p.m.

**6. PRIORITY ISSUES**

i) **Report #PW-2024-10 – Municipal Office LED Lighting Upgrade – Tender Award.**

Recommendation to Council:

“**THAT**, Tender #2024-MO-001 – Municipal Office LED Lighting Upgrades be awarded to CLI Electric Inc. in the amount of \$12,724.80 plus H.S.T.;

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

ii) **Report #PW-2024-11 – 2024 Maintenance Gravel Program.**

Recommendation to Council:

“**THAT**, the revised 2024 Maintenance Gravel Program be approved as outlined in Report #PW-2024-11 – 2024 Maintenance Gravel Program;

**AND THAT**, the work on Long Lake Road be deferred and replaced with road base improvements on Old Brooke Road.”

iii) **Report #PW-2024-12 – Engineering Services for the Bowes Side Road Bridge – RFP Award.**

Recommendation to Council:

“**THAT**, Request for Proposal #2024-PW-005 – Engineering Services for the Bowes Side Road Bridge, be awarded to Safe Roads Engineering;

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

iv) **Report #FIN-2024-08 – 2024 Tax Rates.**

Recommendation to Council:

“**THAT**, Report #FIN-2024-08 – 2024 Tax Rates, be received for information.”

The Public Works Manager left at 6:43 p.m.

v) **Report #CAO-2024-07 – Proposed New Road Name – Buoy View Lane.**

Recommendation to Council:

“**THAT**, the necessary by-law to name an existing Private Road to Buoy View Lane as outlined in Report #CAO-2024-07 – Proposed New Road Name – Buoy View Lane, be brought forward for approval.”

The Committee recessed at 6:45 p.m.

The Committee returned to session at 6:50 p.m.

vi) **Recreation in Tay Valley Township.**

The Chief Administrative Officer/Clerk provided a PowerPoint presentation – *attached, page 9.*

Recommendation to Council:

“**THAT**, the overview of Recreation in Tay Valley Township be received for information.”

vii) **Strategic Plan Update.**

The Treasurer left at 7:37 p.m.

A Member questioned wording used in the Strategic Plan Update document. Concern was expressed over how some items were listed, suggesting that the wording used would give the perception that the items shown have already been decided on rather than listed for future discussion.

The Chief Administrative Officer/Clerk explained that the items as listed were taken directly from their applicable Master Plans and presented to the Committee as requested.

General discussion followed supporting the fact that the Strategic Plan was a living document, subject to change and that it was a working guide to direct Council and Staff. It was agreed that removing the action words from the item titles would eliminate the perception that any of the items had been finalized. A suggested example was provided that “Undertake a Growth Management Plan” become “Growth Management Plan,” and additional project progress details be listed in the Status/Timeline box.

The Chief Administrative Officer/Clerk acknowledged the requested changes and explained to Committee that the Strategic Plan Updates would become part of regular communications already emailed to Council. It was agreed that this list would become a list of outstanding items, and that items will be removed once completed.

Recommendation to Council:

“**THAT**, the Tay Valley Township Strategic Plan Update, dated April 9<sup>th</sup>, 2024 be received for information.”

viii) **Appointment of Bird Watcher Volunteer.**

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township appoint the following volunteer to lead a community bird watching group, subject to the Criminal Records Check Policy:

- Rémy Poulin.”

## 7. CORRESPONDENCE

i) **24-02-28 – Council Communication Package.**

The 24-02-28 – Council Communication Package was originally included on the March 26<sup>th</sup>, 2024 Council Agenda and Minutes. The file was incorrectly listed as the 24-02-07 – Council Communication Package.

Recommendation to Council:

“**THAT**, the 24-02-28 Council Communication Package be received for information.”

ii) **24-04-03 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 24-04-03 Council Communication Package be received for information.”

## 8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

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

Councillor Baker reported that the cemetery is now in compliance with the Bereavement Authority of Ontario (BAO), and that the Board is now working on smaller initiatives, such as getting prices to fix headstones.

ii) **Committee of Adjustment.**

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

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

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.**  
Reeve Rob Rainer.

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

vii) **Green Energy and Climate Change Working Group** - *deferred to the next meeting.*  
Councillor Greg Hallam and Councillor Angela Pierman

viii) **Mississippi Valley Conservation Authority Board.**  
Councillor Andrew Kendrick.

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

ix) **Rideau Valley Conservation Authority Board.**  
Councillor Angela Pierman.

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

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

xi) **Heritage Property Selection Committee.**

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

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

Reeve Rainer reported that County Council received a delegation proposing the construction of an 80-unit affordable housing co-operative on County owned land behind Lanark Lodge. County Council passed a motion directing staff to prepare a report for consideration at the April 10, 2024 Committee meeting. The report is recommending that the land should not be made available but kept for future County purposes. Linden had raised over \$30,000 to conduct a feasibility study as they were led to believe by the County that the land was a done deal.

Deputy Reeve Dobbie reported on the homelessness statistics released effective February 28, 2024, indicating there are 62 known individuals experiencing homelessness throughout Lanark County.

## 9. CLOSED SESSION

None.

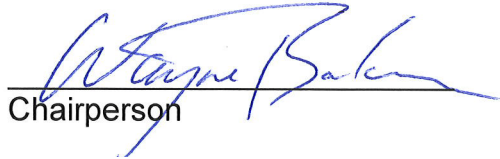
**10. DEFERRED ITEMS**

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

- *None.*

**11. ADJOURNMENT**

The Committee adjourned at 8:24 p.m.

  
Chairperson

  
Aaron Watt, Deputy Clerk

# **PRIORITY ISSUES**



# COMMUNITY SERVICES

## Culture, Economy, Recreation & Tourism

April 2024



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## Council Request During 2024 Budget Discussions

- Due to the complexity of recreation cost sharing, and Council's lack of understanding on all of the components of recreation offered in the Township, it was requested that a presentation on the Recreation Cost Sharing Agreement, Township recreation programs, and the overall approach on delivering recreation services within the Township, as well as how a new multi-use facility fits into the picture, occur at a future meeting.



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# Community Services

## ➤ Recreation

- Community Halls
- Lakes and Rivers
- Library
- Outdoor Sports and Activities
- Parks and Playgrounds
- Trails and Routes
- Recreation Programs and Activities
- Recreation Cost Sharing Agreement
- Multi-Use Facility
- Joint Recreation Master Plan

➤ Economic Development and Tourism

➤ Equity Diversity and Inclusion

➤ Indigenous Relations

➤ History Scholarship

➤ Heritage Properties Program

➤ Cultural Tay Valley Township

➤ Other

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# STAFFING

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

- oversees community services

➤ **Vacant, Community Services Coordinator**

➤ **Maggie McDougall, Sports & Recreation Coordinator**

- grant funded position to undertake grant requirements

➤ **Brad Swayne, Corporate Administrative Assistant**

- administrative support, registrations, promotion

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## Recreation – Community Halls

### Township Owned

- Burgess Hall
- Maberly Hall

### Other Halls in the Township

- Althorpe Bolingbrooke Community (ABC) Hall (agreement)
- Bridget Vincent Mary (BVM) Hall
- Maberly Agricultural Society – Fair Grounds



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## Recreation – Lakes and Rivers

- Tay Valley Township is the home to an abundance of lakes (32) and rivers (9) which harbour a diverse range of wildlife habitat, exploration, and discovery opportunities. Our waterways make the area perfect for canoeing, sailing, water-skiing, swimming, fishing, and bird watching.



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# Recreation – Library



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# Recreation – Outdoor Sports & Activities

- **Boat Launches**
  - Otty Lake Boat Launch
- **Camping**
- **Conlon Farm**
  - 6 ball diamonds, 3 soccer pitches, 2 basketball courts, a beach volleyball court, 4 tennis courts, a playground area, toboggan hill, a splash pad, skateboard park, and outdoor ice rink in the winter, washrooms and canteen
- **Fishing**
- **Golf Courses**
  - Blue Heron and Maplevue
- **Outdoor Ice Rinks**
  - Glen Tay and Maberly, Conlon Farm
- **Outdoor Swimming**
  - Glen Tay Swimming Area, Noonan Access Point, Mississippi River Access Point
- **Tennis**
  - Penny Grand Tennis Court; Conlon Farm



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## Recreation – Parks & Playgrounds

### ➤ Provincial Parks

- Murphy's Point
- Silver Lake

### ➤ Township Parks

- Forest Trail Park
- Glen Tay Swimming Area
- John Millar Park
- Maberly Community Park
- Maberly Fall River Park
- Noonan Access Point

### ➤ Playgrounds

- O'Neil Park, Stanleyville
- Fallbrook Playground
- Maberly Playground
- Silver Lake Provincial Park Playground

### ➤ Ball Parks

- Burgess and Stanleyville
- Falbrook
- Glen Tay (school)
- Maberly



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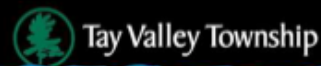
## Recreation – Trails and Routes

### ➤ Accessible Trails

- Tay River Pathway
- Forest Trail Park

### ➤ Canoeing and Kayaking

- Hogg Bay – Big Rideau – Loon Lake Loop
- Long Lake
- Tay River from Glen Tay to Perth
- Pike Lake
- Bennett Lake
- Upper Tay to Christie Lake



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# Recreation – Trails and Routes

## ➤ Cycling

### ■ Available Routes in Tay Valley:

Route 1 – Glen Tay – 15 km (Details: Beginner – Short and flat)

Route 2 – Murphy’s Point – 42 km (Details: Difficult – Long with significant hilly terrain)

Route 3 – Harper / Balderson – 26 km (Details: Beginner – Short and flat)

Route 4: Maberly – 93 km (Details: Difficult – Long with significant hilly terrain)

Route 5: Fallbrook – 25 km (Details: Intermediate – Medium length with some rolling hills)

## ➤ Driving Routes

- Maple Driving Route
- Rideau Heritage Route
- Trans Canada Trail



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# Recreation – Trails and Routes

## ➤ Equestrian Trails

- Tay Havelock Trail

## ➤ Motorized Vehicles: ATV and Snowmobile Trails

## ➤ Walking Trails

- Conboy Trail (County)
- Forest Trail Park
- Murphy’s Point Provincial Park
- Rideau Trail
- Silver Lake Provincial Park
- Tay Havelock Trail



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# Recreation – Programs

- The Township's recreation programs are a combination of volunteers and paid instructors.
- Many of these programs could not be provided without the support of parents and volunteers.
- In creating our recreation programs the Township's aim is to provide an environment for fun, all while learning valuable life lessons and skills.
- Our goal is to instill values we feel our residents hold dear such as honesty, integrity, team play and sportsmanship.



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# Recreation – Long Standing Programs



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# New Funding

- **Inclusive Communities Grant – ends July 31**
  - \$60,000
- **Ontario Trillium Foundation – Resilient Communities Fund – ends March 31, 2025**
  - \$54,900 introduce new accessible age-friendly sports & recreation activities/programs
  - advertising
  - obtain equipment and supplies
  - funding towards the cost of instructors
  - pay a portion of the Sports & Recreation Coordinator's salary



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# New Funding

- **Seniors Active Living Centre (SALC) Designation**
  - \$50,000/year (2023/2024 and 2024/2025)
  - Maberly Hall
  - guaranteed annual funding
  - offer a range of social, cultural, learning and recreational programs for seniors
  - pay a portion of the Sports & Recreation Coordinator's salary



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## New Programs and Activities

- Arts and Crafts
- Bird Watching
- Book Club
- Community Meal (each Fall)
- EarlyOn Play Group
- Education Sessions
- FoodFit
- Foot Care Clinic
- Library Book Pick-Up and Drop Off
- Maberly Memory Café
- Pickleball
- Yoga
- Yuk Yuk's Comedy Show



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## New Capital Items

- Board Games, Cards, Dart Boards
- Chair for Foot Care Clinic
- Computer Workstation at Maberly Hall
- Internet Installation at Maberly Hall
- Microphone and Portable Speaker System
- Notice Boards x 4



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## Recreation Cost Sharing Agreement

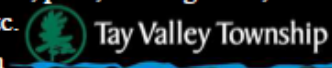
- Tay Valley Township has been party to a recreation cost sharing agreement with the Town of Perth since 2002
- The agreement provides access to the Perth and District Community Centre, the Perth and District Indoor Pool and the Conlon Farm Recreation Facility, each of which are owned and managed by Perth, 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



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## Multi-Use Recreation Facility

- Talks began in 2019 when Joint Recreation Master Plan was being prepared (Perth, DNE, LH and TVT)
- End of useful life of Perth arena and Perth pool is 2034 but major capital costs (\$600,000+) start to occur in 2026
- Projected costs of new facility to be around \$40 million (TVT share \$4.7 million)
- TVT agreed to provide capital finds towards project (amount to be determined at future date)
- TVT started collecting development charges five years ago
- New facility proposed to include two ice rinks, pool, walking track, meeting space, community kitchen, gym, etc.
- Conversation may be back on the table with new funding announcement in Provincial budget



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## Joint Recreation Master Plan

- Recreation decisions in Tay Valley are guided by the Joint Recreation Master Plan



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## Economic Development and Tourism

- **The Community Services Coordinator is responsible for:**
  - The development and implementation of an Economic Development and Tourism Strategic Action Plan
  - The development of promotional and marketing materials for initiatives such as home-based businesses, tiny homes, secondary units, co-housing, etc.,
  - Compiling and updating relevant economic development and tourism data, and maintenance of the online Business Directory
  - Liaising with Perth and District Chamber of Commerce, Lanark County Tourism, Ontario's Highlands, Small Business Advisory Centre, Valley Heartland



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## Diversity, Equity and Inclusion

- A new cultural shift
- Internal and external operations and services should be looked at with a DEI lens.



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## Indigenous Relations

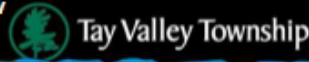
- Coordination of Indigenous Relations for the organization, including building partnerships with the local Indigenous communities, and undertaking engagement to meet Federal and Provincial requirements for funding and outreach
- Examples:
  - Incorporating Indigenous history into outdoor amenity kiosks
  - Legislated – park development, official plan, certain planning applications



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# History Scholarship

- Awarded every year to a student graduating from either the Perth and District Collegiate Institute or St. John Catholic High School who has been accepted into an apprenticeship, college or university program
- \$1,200 is awarded at the June commencement ceremony along with a copy of the legacy book *At Home in Tay Valley*.
- The Perth and District Community Foundation manages the scholarship funds on the Township's behalf.
- Monies for the scholarship are derived from:
  - proceeds from sales of the legacy book *At Home in Tay Valley*; a collection of stories that celebrate the people, places and events in the history of Tay Valley Township
  - donations by individuals, community groups and businesses (all donations of \$20 or more are eligible to receive a charitable tax receipt)
  - proceeds from the sale of 200th Anniversary calendar of the Perth Military Settlement
- Achieved goal to raise \$40,000 (in order to allow the scholarship to continue indefinitely)!  
As of March 2021, \$51,000 resides in the scholarship fund.



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# Heritage Properties Program

- A voluntary program, based on applications from residents.
- Submissions are reviewed by the Heritage Property Selection Committee.
- Approved properties receive an official certificate from the Township, and property owners have the option of purchasing a plaque suitable for display.
- The recognition provided by this program is commemorative; there are no legal restrictions imposed.



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**Properties that are candidates to receive a plaque include:**

- o residential, commercial, agricultural or industrial buildings that have historic, architectural or cultural significance to the community;
- o heritage and cultural structures, such as monuments, cemetery markers, bridges, ruins, and fences;
- o heritage landscapes and archaeological sites (properties need not have an intact or standing structure).



Adams Home



Allan Farm



Althorpe Road School



Balderson United Church



Bolingbroke Post Office



Bowes Mill and Residence



Chaplin Dairy



Harper General Store



Leonard Cohen Family Property



Miller Farm Sugar Shack



Ritchie Mill



Upper Scotch Line School



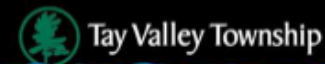
Walter Cameron Blacksmith Shop

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## Cultural - Cemeteries

➤ The Township is home to over 20 cemeteries and burying grounds, of which 7 are the responsibility of the Township:

- Anglican at Fagan Lake
- Bolingbroke
- Holliday
- McVeigh
- Pinehurst
- Scott Family
- St. Andrews Anglican Church



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## Other - Administration

### ➤ Anniversary & Birthday Certificates

- On request, the Reeve, on behalf of Council sends congratulatory certificates to residents celebrating significant birthdays or wedding anniversaries.



- Congratulatory certificates are available for:
  - 25<sup>th</sup> wedding anniversaries and up (at 5-year intervals)
  - 65<sup>th</sup> birthdays and up (at 5-year intervals)



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## Other - Advertising/Media

- Website
- Facebook
- Newspaper(s)
- Media Releases
- Advertising
- Did You Know?
- Municipal Report Card
- Notice Boards x 4
- Tay Valley Guide
- Promotional Items



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# QUESTIONS?

