



COMMITTEE OF THE WHOLE MINUTES

Tuesday, February 11th, 2025

6:00 p.m.

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

ATTENDANCE:

Members Present: Chair, Councillor Greg Hallam
Reeve Rob Rainer
Deputy Reeve Fred Dobbie
Councillor Wayne Baker
Councillor Korrine Jordan
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 8:36 p.m.)
Ashley Liznick, Treasurer (left at 8:36 p.m.)
Greg Saunders, Fire Chief (left at 7:22 p.m.)

Regrets: Councillor Keith Kerr

1. CALL TO ORDER

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

2. AMENDMENTS/APPROVAL OF AGENDA

The agenda was adopted as presented.

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

None at this time.

4. APPROVAL OF MINUTES OF PUBLIC MEETINGS

None.

5. DELEGATIONS & PRESENTATIONS

i) **Presentation: 2023 Audited Financial Statements.**

L. Huber gave the presentation that was referenced in the agenda and published as a separate package.

A Member raised a question regarding the pie chart on page 12 of the presentation. It was noticed that while “Materials and services” was recorded to be 27%, visually the section of the chart is larger than “Salaries and wages” which is listed to be 30%. L. Huber will investigate and communicate findings to the Treasurer.

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township adopt the 2023 Audited Financial Statements as presented.”

6. PRIORITY ISSUES

i) **Report #PW-2025-01 – Elliot Road Railway Crossing.**

Recommendation to Council:

“**THAT**, staff further investigate a by-law to restrict the total length of a vehicle on Elliot Road due to the sightline concern in the northwest quadrant at the railway crossing;

AND THAT, a stop signs with flashing red lights be installed on either side of the railway crossing, to be funded from the Roads Reserve.”

ii) **Report #PW-2025-03 – Maximum Gross Vehicle Weights on Municipal Bridges.**

Recommendation to Council:

“**WHEREAS**, the rehabilitated structures known as Gambles Side Road Bridge and Allan’s Mill Road Bridge no longer require a load restriction;

NOW THEREFORE BE IT RESOLVED THAT, By-Law No. 2021-009 – Maximum Gross Vehicle Weight on Municipal Bridges, be amended accordingly.”

iii) **Report #PW-2025-02 – Anderson Side Road Bridge.**

Recommendation to Council:

“**THAT**, the Anderson Side Road Bridge replacement be scheduled for 2025;

THAT, the Bowes Side Road Bridge rehabilitation project be postponed until 2027;

AND THAT, Sections 7.4 of the Township’s Procurement Policy be waived, and the engineering design for the Anderson Side Road Bridge replacement be awarded to Safe Roads Engineering at the quotation amount of \$43,712.00 and funded from the Bridge Reserve.”

Item 6 x) was discussed next.

iv) **Report #PD-2025-01 – Home Energy Retrofit Program – Local Improvement Charge – Better Homes Lanark.**

Recommendation to Council:

“**THAT**, a Local Improvement Charge (LIC) By-Law authorizing the Undertaking of Energy Efficiency and Water Conservation Works on Private Residential Property as Local Improvements under the Better Homes Lanark Program funded by the Federation of Canadian Municipalities (FCM) Community Efficiency Financing (CEF) program be approved;

THAT, staff determine how to provide a loan to residents with low income or energy poverty to cover the upfront cost of the Energy Audit and bring back options to Council for consideration;

AND THAT, Lanark County be authorized to provide notice on Tay Valley Township’s behalf for the adoption of the LIC By-Law.”

The Fire Chief left at 7:22 p.m.

v) **Report #CAO-2025-03 – Civic Addressing and Road Naming Policy.**

Recommendation to Council:

“**THAT**, the Civic Addressing Policy and Road Naming Policy be approved;

AND THAT, the necessary by-laws come forward at the next Council meeting.”

vi) **Report #CAO-2025-04 – Administrative Monetary Penalties.**

Recommendation to Council:

“**THAT**, Administrative Monetary Penalties be introduced;

AND THAT, the necessary by-law come forward at the next Council meeting.”

vii) **Report #CAO-2025-05 – Lanark County OPP Detachment Board.**

Amendment to Terms of Reference

Recommendation to Council:

“**THAT**, the Lanark County OPP Detachment Board – Terms of Reference, be updated to reflect the change in composition of the Board and to reflect which municipality will manage the webpage;

AND THAT, the necessary by-law come forward at the next Council meeting.”

Appointment of Community Representatives

Recommendation to Council:

“**THAT**, Rod Bowes and Michel Vermette be appointed as the two (2) Community Representatives to the Lanark County OPP Detachment Board until the end of the current term.”

2025 Budget

Recommendation to Council:

“**THAT**, the 2025 Budget for the Lanark County OPP Detachment Board be approved.”

viii) **Report #CAO-2025-01 – Tanker and Aerial Support Services Agreement.**

Recommendation to Council:

“**THAT**, the Tanker and Aerial Support Services Agreement be approved as outlined in Report #CAO-2025-01 – Tanker and Aerial Support Services Agreement;

AND THAT, the necessary by-law come forward at the next Council meeting.”

Item 6 iv) was discussed next.

ix) **Report #CAO-2025-06 – Proposed New Road Names – Dannic Lane and Kassy Place.**

Recommendation to Council:

“**THAT**, the necessary by-law to name two existing Private Roads to Dannic Lane & Kassy Place as outlined in Report #CAO-2025-06 – Proposed New Road Name – Dannic Lane & Kassy Place, be brought forward to the next Council meeting.”

- x) **Report #CAO-2025-07 – Request to Close a Portion of an Unopened Road Allowance – Wright.**

Recommendation to Council:

“**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-2025-07 – Request to Close a Portion of an Unopened Road Allowance – Wright, as per the Road Closing and Sale Policy and call a Public Meeting.”

Item 6 viii) was discussed next.

- xi) **Rural Ontario Municipal Association (ROMA) Conference Update.**

Members who attended the Rural Ontario Municipal Association (ROMA) Conference shared experiences and key takeaways from the conference including sessions in:

- agricultural economic development
- rural responses to mental health and addictions challenges
- the impacts of mental health challenges on first responders
- Airbnb management in rural municipalities
- what can be done to help end rural homelessness
- the impacts and benefits of social media
- attracting workers to long term care homes

7. CORRESPONDENCE

- i) **24-12-19 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 24-12-19 Council Communication Package be received for information.”

- ii) **25-02-05 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 25-02-05 Council Communication Package be received for information.”

8. COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES

- i) **Bolingbroke Cemetery Board.**

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

- ii) **Committee of Adjustment – *deferred to the next meeting.***

iii) **Fire Board.**

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

iv) **Library Board.**

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

v) **Pinehurst Cemetery Board – *deferred to the next meeting.***

vi) **Lanark County OPP Detachment Board.**

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

vii) **Green Energy and Climate Change Working Group.**

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

viii) **Mississippi Valley Conservation Authority Board.**

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

ix) **Rideau Valley Conservation Authority Board.**

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

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

xi) **County of Lanark.**

The Reeve reported that:

- Sean Derouin accepted the position of Public Works Manager for Lanark County and that Terry McCann, Director of Lanark County Public Works is retiring in the spring of 2025 after 37 years of service

The Deputy Reeve reported that:

- Two (2) additional senior active living centres have opened, one in Mississippi Mills and the other in the village of Lanark
- Mississippi Mills Mayor Christa Lowry was honoured with the first King Charles III Coronation Medal at the January Rural Ontario Municipal Association (ROMA) Conference

The Committee recessed at 8:16 p.m.

The Committee returned to session at 8:23 p.m.

9. CLOSED SESSION

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

The Committee moved “in camera” at 8:23 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, Public Works Manager, Planner, Treasurer and Deputy Clerk remained in the room.

The Committee returned to open session at 8:35 p.m.

Recommendation to Council:

“**THAT**, the Reeve and Clerk be authorized to enter into a purchase and sale agreement on the terms recommended in Confidential Report #IC-CAO-2025-02.”

The Public Works Manager and Treasurer left at 8:36 p.m.

ii) **CONFIDENTIAL: Potential Litigation – 752 Beaver Dam Lane.**

The Committee moved “in camera” at 8:37 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding 752 Beaver Dam Lane and the Chief Administrative Officer/Clerk, Deputy Clerk and Planner remained in the room.

The Committee returned to open session at 8:45 p.m.

The Chair rose and reported that staff were provided direction for the file regarding 752 Beaver Dam Lane.

iii) **CONFIDENTIAL: Potential Litigation – 942 Bathurst 9th Concession.**

The Committee moved “in camera” at 8:46 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding 942 Bathurst 9th Concession and the Chief Administrative Officer/Clerk, Deputy Clerk and Planner remained in the room.

The Committee returned to open session at 8:57 p.m.

The Chair rose and reported that staff were provided direction for the file regarding 942 Bathurst 9th Concession.

10. DEFERRED ITEMS

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

- *None.*

11. ADJOURNMENT

The Committee adjourned at 8:58 p.m.


Chairperson


Deputy Clerk