



COUNCIL MEETING AGENDA

Tuesday, February 25th, 2025
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 – December 10th, 2024 – *attached, page 10.***

Suggested Motion by Deputy Reeve Fred Dobbie:

“THAT, the minutes of the Council Meeting held on December 10th, 2024, be approved as circulated.”

ii) **Committee of the Whole Meeting – February 11th, 2025 – *attached, page 21.***

Suggested Motion by Councillor Marilyn Thomas:

“THAT, the minutes of the Committee of the Whole Meeting held on February 11th, 2025, be approved as circulated.”

iii) **Committee of the Whole Meeting (Closed Session – Potential Land
Acquisition – Glen Tay Waste Site) – February 11th, 2025 – *to be distributed
at the meeting.***

Suggested Motion by Councillor Angela Pierman:

*“THAT, the minutes of the Committee of the Whole Meeting (Closed Session –
Potential Land Acquisition – Glen Tay Waste Site) held on February 11th, 2025,
be approved as circulated.”*

- iv) **Committee of the Whole Meeting (Closed Session – Potential Litigation – 752 Beaver Dam Lane) – February 11th, 2025 – to be distributed at the meeting.**

Suggested Motion by Councillor Wayne Baker:

“THAT, the minutes of the Committee of the Whole Meeting (Closed Session – Potential Litigation – 752 Beaver Dam Lane) held on February 11th, 2025, be approved as circulated.”

- v) **Committee of the Whole Meeting (Closed Session – Potential Litigation – 942 Bathurst 9th Concession) – February 11th, 2025 – to be distributed at the meeting.**

Suggested Motion by Councillor Keith Kerr:

“THAT, the minutes of the Committee of the Whole Meeting (Closed Session – Potential Litigation – 942 Bathurst 9th Concession) held on February 11th, 2025, be approved as circulated.”

5. DELEGATIONS & PRESENTATIONS

- i) **2025-2029 Community Plan for Safety & Well-Being – Lanark County & Smiths Falls.**

Stephanie Gray, Coordinator, Lanark County Situation Table

- Presentation – *attached, page 30.*
- Plan – *attached, page 38.*

Suggested Motion by Councillor Greg Hallam:

“THAT, the 2025-2029 Community Plan for Safety & Well-Being – Lanark County and Smiths Falls be adopted.”

6. CORRESPONDENCE

None.

7. MOTIONS

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

Suggested Motion by Councillor Korrine Jordan:

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

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

Suggested Motion by Deputy Reeve Fred Dobbie:

“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.”

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

Suggested Motion by Councillor Marilyn Thomas:

“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.”

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

Suggested Motion by Councillor Angela Pierman:

“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.”

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

Suggested Motion by Councillor Wayne Baker:

“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."

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

Suggested Motion by Councillor Keith Kerr:

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

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

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

Suggested Motion by Councillor Greg Hallam:

"THAT, Administrative Monetary Penalties be introduced;

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

viii) **Report #CAO-2025-05 – Lanark County OPP Detachment Board – Amendment to Terms of Reference.**

Suggested Motion by Councillor Korrine Jordan:

"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."

ix) **Report #CAO-2025-05 – Lanark County OPP Detachment Board – Appointment of Community Representatives.**

Suggested Motion by Deputy Reeve Fred Dobbie:

"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."

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

Suggested Motion by Councillor Marilyn Thomas:

"THAT, the 2025 Budget for the Lanark County OPP Detachment Board be approved."

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

Suggested Motion by Councillor Angela Pierman:

“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.”

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

Suggested Motion by Councillor Wayne Baker:

“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.”

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

Suggested Motion by Councillor Keith Kerr:

“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.”

xiv) **24-12-19 and 25-02-05 – Council Communication Packages.**

Suggested Motion by Councillor Greg Hallam:

“THAT, the 24-12-19 and 25-02-05 Council Communication Packages be received for information.”

xv) **Appointment of Volunteer to Pinehurst Cemetery Board.**

Suggested Motion by Councillor Korrine Jordan:

“THAT, the Council of the Corporation of Tay Valley Township appoint the following volunteer to the Pinehurst Cemetery Board, subject to the Criminal Records Check Policy:

- *Robert Playfair”*

8. BY-LAWS

- i) **By-Law No. 2025-001 – Local Improvement Charge - Better Homes Lanark Program – [distributed as a separate package.](#)**

Suggested Motion by Deputy Reeve Fred Dobbie:

“THAT, By-Law No. 2025-001, being a by-law to undertake the Better Homes Lanark Program as a Local Improvement Charge, be read a first, second, and third time short and passed by the Reeve and Clerk.”

- ii) **By-Law No. 2025-002 – Maximum Gross Vehicle Weights on Municipal Bridges – [attached, page 90.](#)**

Suggested Motion by Councillor Marilyn Thomas:

“THAT, By-Law No. 2025-002, being a by-law to limit the Maximum Gross Vehicle Weights on Municipal Bridges, be read a first, second, and third time short and passed by the Reeve and Clerk.”

- iii) **By-Law No. 2025-003 – Civic Addressing Policy – [attached, page 93.](#)**

Suggested Motion by Councillor Angela Pierman:

“THAT, By-Law No. 2025-003, being a by-law to adopt a Civic Addressing Policy, be read a first, second, and third time short and passed by the Reeve and Clerk.”

- iv) **By-Law No. 2025-004 – Road Naming Policy – [attached, page 103.](#)**

Suggested Motion by Councillor Wayne Baker:

“THAT, By-Law No. 2025-004, being a by-law to adopt a Road Naming Policy, be read a first, second, and third time short and passed by the Reeve and Clerk.”

- v) **By-Law No. 2025-005 – Administrative Monetary Penalties – [attached, page 112.](#)**

Suggested Motion by Councillor Keith Kerr:

“THAT, By-Law No. 2025-005, being a by-law to adopt Administrative Monetary Penalties, be read a first, second, and third time short and passed by the Reeve and Clerk.”

- vi) **By-Law No. 2025-006 – Lanark County OPP Detachment Board - Terms of Reference – [attached, page 123.](#)**

Suggested Motion by Councillor Greg Hallam:

“THAT, By-Law No. 2025-006, 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 by the Reeve and Clerk.”

- vii) **By-Law No. 2025-007 – Tanker and Aerial Support Services Agreement – Town of Perth – attached, page 131.**

Suggested Motion by Councillor Korrine Jordan:

“THAT, By-Law No. 2025-007, being a by-law to adopt a Tanker and Aerial Support Services Agreement with the Town of Perth, be read a first, second, and third time short and passed by the Reeve and Clerk.”

- viii) **By-Law No. 2025-008 – Road Naming By-Law Amendment – Norris Road – attached, page 138.**

Suggested Motion by Deputy Reeve Fred Dobbie:

“THAT, By-Law No. 2025-008, being a by-law to amend Road Naming By-Law No. 98-87 (Norris Road), be read a first, second, and third time short and passed by the Reeve and Clerk.”

- ix) **By-Law No. 2025-009 – Stop Up, Close & Sell Portion of Unopened Road Allowance – Horricks – attached, page 142.**

Suggested Motion by Councillor Marilyn Thomas:

“THAT, By-Law No. 2025-009, being a by-law to Stop Up, Close & Sell a Portion of Unopened Road Allowance – Horricks (between Concessions 6 and 7, geographic Township of North Burgess, just south of Black Lake Road, be read a first, second, and third time short and passed by the Reeve and Clerk.”

- x) **By-Law No. 2025-010 – Road Naming By-Law Amendment – Dannic Lane and Kassy Place – attached, page 146.**

Suggested Motion by Councillor Angela Pierman:

“THAT, By-Law No. 2025-010, being a by-law to amend Road Naming By-Law No. 98-87 (Dannic Lane and Kassy Place), be read a first, second, and third time short and passed by the Reeve and Clerk.”

9. NEW/OTHER BUSINESS

None.

10. CALENDARING

Meeting	Date	Time	Location
Council Meeting	February 25 th	6:00 p.m.	Municipal Office
RVCA Board of Directors Meeting	February 27 th	6:30 p.m.	RVCA Offices
Public Meeting – Zoning By-Law Amendments	March 4 th	5:30 p.m.	Municipal Office
Committee of the Whole Meeting	March 4 th	Following	Municipal Office

MVCA Board of Directors Meeting	March 10 th	1:00 p.m.	MVCA Offices
Library Board Meeting	March 17 th	4:30 p.m.	Perth & District Library
Council Meeting	March 25 th	6:00 p.m.	Municipal Office

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2025-011 - Confirmation By-Law – February 25th, 2025 – attached, page 151.**

Suggested Motion by Councillor Wayne Baker:

“THAT, By-Law No. 2025-022, being a by-law to confirm the proceedings of the Council meeting held on February 25th, 2025, 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, December 10th, 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 Keith Kerr
Councillor Angela Pierman
Councillor Marilyn Thomas

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

Regrets: None

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

- i) **Council Meeting – October 22nd, 2024.**

RESOLUTION #C-2024-12-02

MOVED BY: Keith Kerr

SECONDED BY: Korrine Jordan

“**THAT**, the minutes of the Council Meeting held on October 22nd, 2024, be approved as circulated.”

ADOPTED

- ii) **Council Meeting (Closed Session – Labour Relations Update) – October 22nd, 2024.**

RESOLUTION #C-2024-12-03

MOVED BY: Greg Hallam

SECONDED BY: Keith Kerr

“**THAT**, the minutes of the Council Meeting (Closed Session – Labour Relations Update) held on October 22nd, 2024, be approved as circulated.”

ADOPTED

- iii) **Council Meeting – November 19th, 2024.**

RESOLUTION #C-2024-12-04

MOVED BY: Korrine Jordan

SECONDED BY: Keith Kerr

“**THAT**, the minutes of the Council Meeting held on November 19th, 2024, be approved as circulated.”

ADOPTED

- iv) **Council Meeting (Closed Session – Identifiable Individual – Wage Review for the Full Time Fire Department Staff) – November 19th, 2024.**

RESOLUTION #C-2024-12-05

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“**THAT**, the minutes of the Council Meeting (Closed Session – Identifiable Individual – Wage Review of the Full Time Fire Department Staff) held on November 19th, 2024, be approved as circulated.”

ADOPTED

- v) **Committee of the Whole Meeting – December 3rd, 2024.**

RESOLUTION #C-2024-12-06

MOVED BY: Marilyn Thomas
SECONDED BY: Fred Dobbie

“**THAT**, the minutes of the Committee of the Whole Meeting held on December 3rd, 2024, be approved as circulated.”

ADOPTED

- vi) **“Special” Council Meeting – December 3rd, 2024.**

RESOLUTION #C-2024-12-07

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“**THAT**, the minutes of “Special” Council Meeting held on December 3rd, 2024, be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

None.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Delegation: The Hospice Hub.**

RESOLUTION #C-2024-12-08

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

“**THAT**, the Hospice Hub presentation to Tay Valley Township Committee of the Whole on December 3rd, 2024 be received for information.”

ADOPTED

ii) **Report #FIN-2024-14 – Year End Surplus Report for 2023.**

RESOLUTION #C-2024-12-09

MOVED BY: Keith Kerr

SECONDED BY: Korrine Jordan

“**WHEREAS**, the 2023 Year-End Surplus is \$633,489 and will be automatically transferred to the Contingency Reserve;

NOW THEREFORE BE IT RESOLVED THAT, of the 2023 surplus, \$250,000 be transferred from the Contingency Reserve to the Bridge Reserve, \$110,000 be transferred from the Contingency Reserve to the Township Office/Garage Reserve, \$140,000 be transferred from the Contingency Reserve to the Roads Construction Reserve.”

ADOPTED

iii) **Report #FIN-2024-15 – Property Tax Due Dates.**

RESOLUTION #C-2024-12-10

MOVED BY: Greg Hallam

SECONDED BY: Keith Kerr

“**THAT**, the interim tax due dates be on February 26th, 2025 and April 28th, 2025;

THAT, the final tax due dates be on July 29th, 2025 and September 26th, 2025;

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

ADOPTED

iv) **Report #FIN-2024-16 – Taxes and the Postal Service Disruption.**

RESOLUTION #C-2024-12-11

MOVED BY: Korrine Jordan

SECONDED BY: Keith Kerr

“**THAT**, should the Postal Service Disruption continue into December and January, that Section 4.1.1 of the Tax Arrears Collection Policy be waived resulting in the monthly arrears letters for those months not being mailed;

AND THAT, alternatively the tax arrears letters be made available by phone, email, or in person should the taxpayer request it;

AND THAT, notice of this alternative option be advertised through the Township’s website, newsfeed, social media and notice boards.”

ADOPTED

- v) **Report #PW-2024-22 – Blue Box Transition – Two Stream Collection.**

RESOLUTION #C-2024-12-12

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“**THAT**, Report #PW-2024-22 – Blue Box Transition – Two Stream Collection, be received for information.”

ADOPTED

- vi) **Appointment of Outdoor Rink Volunteers.**

RESOLUTION #C-2024-12-13

MOVED BY: Marilyn Thomas

SECONDED BY: Fred Dobbie

“**THAT**, the Council of the Corporation of Tay Valley Township appoint the following volunteers for the Tay Valley Outdoor rinks, subject to the Criminal Records Check Policy:

- Erik Boysen
- Bill McCoy.”

ADOPTED

- vii) **Follow-Up: Support for the Motion on Sustainable Municipal Funding.**

RESOLUTION #C-2024-12-14

MOVED BY: Angela Pierman

SECONDED BY: Wayne Baker

“**WHEREAS**, the Council of the Corporation of Tay Valley Township supports the Town of Aurora’s motion to Request the Redistribution of the Provincial Land Transfer Tax and GST to Municipalities for Sustainable Infrastructure Funding;

AND WHEREAS, municipalities face growing infrastructure needs, including roads, bridges, public transit, water systems, and other critical services, which are essential to community well-being and economic development;

AND WHEREAS, the current sources of municipal revenue, including property taxes and user fees, are insufficient to meet these increasing demands for infrastructure investment;

AND WHEREAS, the Province of Ontario currently collects the Land Transfer Tax (LTT) on property transactions in municipalities across the province, generating significant revenue that is not directly shared with municipalities;

AND WHEREAS, the Federal Government collects the Goods and Services Tax (GST) on property transactions, a portion of which could be directed to municipalities to address local infrastructure needs;

AND WHEREAS, redistributing a portion of the Provincial Land Transfer Tax and GST to municipalities would provide a predictable and sustainable source of funding for local infrastructure projects without creating a new tax burden on residents or homebuyers;

AND WHEREAS, a redistribution of a portion of the existing Land Transfer Tax and GST would allow municipalities to better plan and invest in long-term infrastructure initiatives, supporting local economic growth and improving the quality of life for residents;

NOW THEREFORE BE IT RESOLVED THAT, the Council of the Corporation of Tay Valley Township formally requests the Provincial Government to consider redistributing a portion of the Land Transfer Tax collected on property transactions to municipalities;

THAT, the Council of the Corporation of Tay Valley Township calls on the Federal Government to allocate a percentage of the GST collected on property sales to municipalities;

THAT, this redistribution of the Land Transfer Tax and GST should be structured to provide predictable and sustainable funding to municipalities, allowing for better long-term planning and investment in infrastructure projects that benefit local communities, thus ensuring that local governments receive a fair share of the revenue to address critical infrastructure needs;

THAT, copies of this resolution be forwarded to Prime Minister Justin Trudeau, Premier Doug Ford, the Ontario Minister of Finance, the Minister of Municipal Affairs and Housing, local Members of Parliament (MPs) and Members of Provincial Parliament (MPPs);

AND FURTHER BE IT RESOLVED THAT, copies of this resolution be forwarded to all 444 Municipalities in Ontario, the Federation of Canadian Municipalities (FCM), and the Association of Municipalities of Ontario (AMO) for their endorsement and advocacy.”

ADOPTED

viii) **24-11-28 – Council Communication Package.**

RESOLUTION #C-2024-12-15

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

“**THAT**, the 24-11-28 Council Communication Package be received for information.”

ADOPTED

8. BY-LAWS

i) **By-Law No. 2024-048 - Sewage System Management Agreement (Rideau Valley Conservation Authority).**

RESOLUTION #C-2024-12-16

MOVED BY: Keith Kerr
SECONDED BY: Korrine Jordan

“**THAT**, By-Law 2024-048, being a by-law to execute a Sewage System Management Agreement with Rideau Valley Conservation Authority to provide Tay Valley Township’s Sewage System Inspection and Re-Inspection Services, be read a first, second, and third time short and passed by the Reeve and Clerk.”

ADOPTED

ii) **By-Law No. 2024-052 - Official Plan Amendment No. 8 – Ennis.**

RESOLUTION #C-2024-12-17

MOVED BY: Greg Hallam
SECONDED BY: Keith Kerr

“**THAT**, By-Law No. 2024-052, being a by-law to adopt Official Plan Amendment – No. 8 (Ennis), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

iii) **By-Law No. 2024-053 - Tariff of Fees.**

RESOLUTION #C-2024-12-18

MOVED BY: Korrine Jordan
SECONDED BY: Keith Kerr

“**THAT**, By-Law No. 2024-053, being a by-law to adopt a Tariff of Fees, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- iv) **By-Law No. 2024-054 - Waste Disposal, Composting & Recycling By-Law Amendment.**

RESOLUTION #C-2024-12-19

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“**THAT**, By-Law No. 2024-054, being a by-law to amend By-Law No. 2023-064 being a Waste Disposal, Composting & Recycling By-Law Amendment, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- v) **By-Law No. 2024-055 - Building By-Law Amendment.**

RESOLUTION #C-2024-12-20

MOVED BY: Marilyn Thomas

SECONDED BY: Fred Dobbie

“**THAT**, By-Law No. 2024-055, being a by-law to amend By-Law No. 2013-005, being a Building By-Law Amendment, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- vi) **By-Law No. 2024-056 - Fees and Charges - Fire Department.**

RESOLUTION #C-2024-12-21

MOVED BY: Angela Pierman

SECONDED BY: Wayne Baker

“**THAT**, By-Law No. 2024-056, being a by-law to adopt Fees and Charges for the Drummond/North Elmsley Tay Valley Fire Service, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- vii) **By-Law No. 2024-057 - Interim & Final Tax Levy – 2025.**

RESOLUTION #C-2024-12-22

MOVED BY: Wayne Baker

SECONDED BY: Angela Pierman

“**THAT**, By-Law No. 2024-057, being a by-law to authorize an Interim and Final Tax Levy for the Year 2025, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- viii) **By-Law No. 2024-058 - Stop Up, Close & Sell Portion of Unopened Road Allowance – Kennedy.**

RESOLUTION #C-2024-12-23

MOVED BY: Keith Kerr

SECONDED BY: Korrine Jordan

“**THAT**, By-Law No. 2024-058, being a by-law to Stop Up, Close & Sell a Portion of an Unopened Road Allowance – Kennedy (between Concession 10 & 11, Lot 4, geographic Township of Bathurst, being Part 1 on 27R12391), be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- ix) **By-Law No. 2024-059 – Adopt Estimates of the Sums Required for the Year 2025.**

A Member read a statement, with accompanying slides, expressing support of transferring \$100,000 from the Contingency Reserve to further reduce the tax levy by 1.42%, proposing a tax levy increase for 2025 of 5.95% - *attached, page 13.*

RESOLUTION #C-2024-12-24

MOVED BY: Greg Hallam

SECONDED BY: Keith Kerr

“**THAT**, By-Law No. 2024-059, being a by-law to adopt the Estimates for the Sums Required for Municipal Purposes for the Year 2025, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

(SEE RECORDED VOTE)

Councillor Wayne Baker requested a recorded vote on Resolution #C-2024-12-24.

For:	Reeve Rob Rainer	1
	Deputy Reeve Fred Dobbie	1
	Councillor Greg Hallam	1
	Councillor Keith Kerr	1
	Councillor Angela Pierman	1
	Councillor Marilyn Thomas	<u>1</u>
		6
Against:	Councillor Wayne Baker	1
	Councillor Korrine Jordan	<u>1</u>
		2

Absent: 0
Total: 8

ADOPTED

9. NEW/OTHER BUSINESS

None.

10. CALENDARING

Meeting	Date	Time	Location
Rural Ontario Municipal Association (ROMA) Conference	January 19 th – January 21 st		Toronto
Library Board Meeting	January 20 th	4:30 p.m.	Perth & District Library
Committee of Adjustment Hearing	January 20 th	5:00 p.m.	Municipal Office
RVCA Board of Directors Meeting	January 23 rd	6:30 p.m.	RVCA Offices
Committee of the Whole Meeting	February 11 th	6:00 p.m.	Municipal Office
Green Energy and Climate Change Working Group	February 14 th	2:00 p.m.	Municipal Office
Committee of Adjustment Hearing	February 17 th	5:00 p.m.	Municipal Office
Council Meeting	February 25 th	6:00 p.m.	Municipal Office
RVCA Board of Directors Meeting	February 27 th	6:30 p.m.	RVCA Offices

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2024-060 - Confirmation By-Law – December 3rd and 10th, 2024.**

RESOLUTION #C-2024-12-25

MOVED BY: Korrine Jordan

SECONDED BY: Keith Kerr

“**THAT**, By-Law No. 2024-060, being a by-law to confirm the proceedings of the Council meetings held on December 3rd and 10th, 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 6:25 p.m.

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.

DELEGATIONS & PRESENTATIONS

Community Plan for Safety & Well-being Lanark County & Smiths Falls 2025-2029

*Council Presentation
Winter 2025*

1

Background

Municipalities mandated under Community Safety and Policing Act to complete plans

Act outlines requirements for multi-sectoral advisory committee, consultation, establishing priority risks, strategies, outcomes and measurables

Original plan approved in 2019 – update to be filed with Ministry by July 1, 2025

2

Community Safety and Policing Act & O. Reg 414/23



CSWB section similar to PSA, with some additional specifics around Advisory Committee membership and submission of the plan to the Minister. Plans prepared under PSA are deemed to have been prepared and adopted under CSPA.



Regulation: Municipalities are required to publish completed plan on Internet within 30 days of adoption and can publish it in any other form desired.



Regulation: Municipality must review and, if appropriate, revise plan within four years after day of adoption and every four years thereafter. (If adopted before 2021, review and revise by July 1, 2025)

3

Advisory Committee

Sector	Organization
Justice	Lanark County OPP, Smiths Falls Police
Community Organizations & Youth	United Way, Perth & District Community Foundation, RNJ Youth Services, Family & Children's Services, Open Doors (Planet Youth)
Health Care	Health Unit, Lanark County Mental Health, Rideau Community Health Services, Lanark County Paramedic Services
Social Services and Housing	Lanark County Social Services
Victim Services	Lanark County Interval House and Community Support
Education	Upper Canada District School Board, Catholic District School Board of Eastern Ontario
Culture and Diversity	Indigenous Elder, Queer Connection Lanark, Smiths Falls for All Diversity Committee
Local Government	County of Lanark and Town of Smiths Falls
Climate/Environment	Lanark County (Climate/Environmental Department)
	Coordinator

4

Approach and Methodology

- Review of original plan and progress updates and consultation with advisory members – began 2023
- Identification of key themes
- Community (393) and agency surveys (37)
- Partner Day (23)
- Council/PSB/CPAC Focus Session (9 attendees, 6 municipalities)
- Focus groups (SAAC, LCCYSC, SADV)
- Data and report collection and review
- Identification of assets and gaps; draft outcome statements
- Development of goals, measures and outcomes
- Plan approved by Advisory Committee on Feb. 10, 2025
- Presentations to Municipal Councils for review and approval

5

Plan Update: Overall Outcomes

Lanark County and Smiths Falls is a community...

- Of opportunity and equity for its diverse populations.
- Where citizens have access to the basic needs of housing, a liveable income and nutritious food.
- Where its residents respect the legacy of stewardship by the Indigenous people who lived here before us and continue to care for the Earth in a way that will sustain it for seven generations.
- Of collaboration, where service providers work together for the benefit of residents in order to prevent harm.
- Offering a robust range of health and social services that are accessible in various formats within a period of time that is reasonable to prevent emergency or crisis situations.
- Of healthy relationships and respectful and welcoming neighbours, where people look out for one another and where residents are safe from violence in all its forms.

6

Themes and Pillars

THEMES AND PILLARS	
Affordability and Quality of Life: <ul style="list-style-type: none"> • Income and Employment • Housing and Homelessness • Transportation • Food Insecurity and Food Access • Climate Change and Environment • Belonging and Civic Engagement 	Health: <ul style="list-style-type: none"> • Physical Health (including access to care – primary, long-term care, end-of-life care) • Mental Health and Substance Use
Violence Against Persons: <ul style="list-style-type: none"> • Sexual Assault and Domestic Violence, Intimate Partner Violence, Gender-Based Violence • Hate-Motivated Crime • Children, Elderly and Other 	Priority Populations and Diversity: <ul style="list-style-type: none"> • Children and Youth • Seniors and Elderly • Indigenous • 2SLGBTQIA+ • New Canadians and immigrants • Accessibility

Each pillar includes assets and risks/issues information (including data), followed by goals, measures and strategies

7

Highlights

- Building off the previous plan and the progress made was a key starting point
- Housing, food security and income became clear priorities – enhance access to basic needs to mitigate other risk areas
- Strong record of collaboration stands out as a big asset
- Many risks emerged associated with children and youth – this needs attention
- Importance of recognizing and building on existing assets

8

Affordability and Quality of Life Goals

- **Income and Employment:**
 - Poverty, local employment, affordable child care, digital access
- **Housing and Homelessness**
 - Eradicate homelessness, increase affordable housing
- **Food Insecurity and Food Access:**
 - Address root causes of food insecurity
- **Transportation**
 - Increase transportation options
- **Climate Change and Environment**
 - Climate action, community involvement, Indigenous teachings
- **Belonging and Civic Engagement**
 - Reduce isolation/increase social inclusion, volunteerism, connection between municipalities and CSWB Plan objectives

9

Health Goals

- **Physical health** (including access to care – primary, long-term, end-of-life)
 - Diversion from emergency, more information sharing, better info about wait times and service expectations
- **Mental health and substance use**
 - More resources for complex mental health or addictions, improved reported mental health in children

10

Violence Against Persons Goals

- **SADV/IPV/GBV**
 - Reduce incidents, support victims/survivors, Zero-Femicide
- **Hate-Motivated Crime**
 - Cultural competency to reduce incidents
- **Children, Elderly and Others**
 - Reduce incidents in specific populations

11

Priority Populations and Diversity Goals

- **Children and Youth**
 - **Seniors and Elderly**
 - **Indigenous**
 - **2SLGBTQIA+**
 - **New Canadians and Immigrants**
 - **Accessibility**
- Overall goal in each population is to support in the community

12

CSPA: Council Responsibilities Upon Adoption

- Sec. 252: Publication after adoption (O. Reg. 414/23)
- Sec. 253: **“A municipality that has adopted a CSWB plan shall take any actions that the plan requires it to take and shall encourage and assist other entities to take any actions the plan requires those entities to take.”**
- Sec. 254: Monitor, evaluate and report on the effect the plan is having, if any, on reducing the prioritized risk factors. (No current regulation; done through progress reports.)
- Sec. 255: Review every four years (O. Reg. 414/23)
- Sec. 256: Provide information to Ministry about preparation, adoption or implementation; outcomes; other prescribed information. (No current regulation, plan will be submitted.)

13

Key Actions



Adoption indicates approval to implement. Champion the plan! (Submission by July 1, 2025)



Specific municipal actions would always be brought to council(s) for consideration



Implementation teams undertake actions, annual reports, municipal representation, report to province if regulated



Revisit in four years

14

Municipal Council Endorsements

Suggested Motion:

Whereas the Corporation of the Council of the [Municipality] is committed to community safety and well-being for its citizens,

And whereas Part XVI Sec. 248 (1) of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1 states that "every municipality shall prepare and, by resolution, adopt a community safety and well-being plan,"

Therefore be it resolved that the Corporation of the [Municipality] adopts the Community Plan for Safety and Well-being Plan for Lanark County and the Town of Smiths Falls (2025-2029) as presented by the Community Plan for Safety and Well-being Advisory Committee.

15

Questions?

Stephanie Gray
Coordinator
Lanark County Situation Table
Community Safety and Well-being Plan
LanarkCST@gmail.com
613-812-3778

16

COMMUNITY PLAN FOR SAFETY AND WELL-BEING

*LANARK COUNTY
AND
THE TOWN OF SMITHS FALLS
2025-2029*

**PRESENTED BY THE
COMMUNITY PLAN FOR SAFETY
AND WELL-BEING ADVISORY COMMITTEE**



LAND ACKNOWLEDGEMENT

We acknowledge Lanark County is situated on sacred land that has a rich Indigenous history extending back for more than 10,000 years. This land is the ancestral and unceded territory of the Algonquin Anishinaabe Nation. We are grateful to the Algonquin ancestors who cared for the land and water in order that we might live here today.

Before the arrival of settlers, the Anishinaabe and Haudenosaunee Nations peaceably shared and cared for resources under the Dish With One Spoon Wampum Belt Covenant. After the settlers arrived, the territory was subject to the Three Figure Wampum Belt, which commemorates the sharing of this land between the English, French and Indigenous Nations under natural law.

We know these covenants have been broken and acknowledge the harm it has caused. We understand we must reconcile with all of our relations and work towards healing and strength together.

We are grateful for the knowledge shared by the Algonquin Peoples and their many contributions, past and present, to our communities. This territory is home to many other Indigenous peoples, and we extend respect to all First Nations, Inuit and Metis people. Together we must care for this sacred land and each other, and work to understand our shared history in order to build a peaceful future together that is mindful of generations to come.

EXECUTIVE SUMMARY

The process to update the Community Plan for Safety and Well-being for Lanark County and Smiths Falls began in 2023 under the direction of the multi-sectoral Community Safety and Well-being (CSWB) Advisory Committee. These plans are mandated for municipalities to complete under the *Community Safety and Policing Act* (2019). This 2025-2029 update builds upon the original CSWB plan, which was approved by local municipalities in 2019. The overall purpose is to identify assets in the community, assess risks and develop strategies to mitigate those risks and gaps, leading to enhanced community safety and well-being. This plan is for the following municipalities: Beckwith Township, Town of Carleton Place, Drummond/North Elmsley Township, Lanark Highlands Township, Municipality of Mississippi Mills, Montague Township, Town of Perth, Town of Smiths Falls and Tay Valley Township.

Consultation for the update has included surveys of the community and agencies, interviews and meetings with sector leaders and stakeholders, an examination of data and reports, and several focus groups. Four theme areas supported by a range of pillars were developed for the plan, with an overview of assets and issues in each pillar along with goal statements, measures and strategies. Overall outcome statements set the stage for the vision of community safety and well-being in Lanark County and Smiths Falls as follows:

- Lanark County and Smiths Falls is a community of opportunity and equity for its diverse populations.
- Lanark County and Smiths Falls is a community where citizens have access to the basic needs of housing, a liveable income and nutritious food.
- Lanark County and Smiths Falls is a community where its residents respect the legacy of stewardship by the Indigenous people who lived here before us and continue to care for the Earth in a way that will sustain it for seven generations.
- Lanark County and Smiths Falls is a community of collaboration, where service providers work together for the benefit of residents in order to prevent harm.
- Lanark County and Smiths Falls is a community offering a robust range of health and social services that are accessible in various formats within a period of time that is reasonable to prevent emergency or crisis situations.
- Lanark County and Smiths Falls is a community of healthy relationships and respectful and welcoming neighbours, where people look out for one another and where residents are safe from violence in all its forms.

Assets, risks, goals, measures and strategies are set out for the pillars in each of the themes shown below. Implementation teams or working groups will be established to work on the goals and strategies in this living document, and regular updates will be provided to municipalities, stakeholders and the community. The plan will be revisited in four years. Many thanks to the advisory committee members, municipal councils, community partners, stakeholders and residents who contributed toward the creation of this plan.

THEMES AND PILLARS	
<p>Affordability and Quality of Life:</p> <ul style="list-style-type: none"> • Income and Employment • Housing and Homelessness • Transportation • Food Insecurity and Food Access • Climate Change and Environment • Belonging and Civic Engagement 	<p>Health:</p> <ul style="list-style-type: none"> • Physical Health (including access to care – primary, long-term care, end-of-life care) • Mental Health and Substance Use
<p>Violence Against Persons:</p> <ul style="list-style-type: none"> • Sexual Assault and Domestic Violence, Intimate Partner Violence, Gender-Based Violence • Hate-Motivated Crime • Children, Elderly and Other 	<p>Priority Populations and Diversity:</p> <ul style="list-style-type: none"> • Children and Youth • Seniors and Elderly • Indigenous • 2SLGBTQIA+ • New Canadians and immigrants • Accessibility

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INTRODUCTION

This is the second Community Plan for Safety and Well-being for Lanark County and Smiths Falls, with the first being approved by local municipalities in 2019. These plans became mandated by the province for each municipality in 2021, and the new *Community Safety and Policing Act* (2019) stipulates those created before then should be updated by July 1, 2025. Work on this update began in 2023. Consistent with the requirements of the Act, this work has been completed through a multi-sectoral advisory committee and with a range of community consultations conducted.

The *Community Plan for Safety and Well-being for Lanark County and Smiths Falls (2025 to 2029)* represents the work and ideas of agencies and individuals in the community. CSWB plans are not meant to reinvent the wheel but, rather, to acknowledge and build upon existing assets in the community and to identify and remedy gaps that may exist in order to enhance community safety and well-being.

Since 2016, the CSWB Plan Advisory Committee has been working towards achieving identified goals. The committee is comprised of representatives from a range of sectors, as shown below:

COMMUNITY SAFETY AND WELL-BEING PLAN ADVISORY COMMITTEE		
SECTOR	AGENCY	REPRESENTATIVE
Justice	Lanark County OPP	Insp. Kerlous Tawdrous
	Smiths Falls Police Service	Chief Jodi Empey
Community Organizations	United Way	Deanna Theander
	Perth & District Community Foundation	Victoria Gibb-Carsley
Youth	RNJ Youth Services	Rachel Burns
	Family and Children's Services	Erin Lee Marcotte
	Open Doors LCY/Planet Youth	Kevin Clouthier
Health Care	Health Unit	Elaine Murkin
	Lanark County Mental Health	Garry Laws
	Rideau Community Health Services	Corey Turnbull or Cristina DiTomaso
	Lanark County Paramedic Services	Breanne Lapointe
Social Services	Lanark County Social Services	Brooke Coutts
Victim Services	Lanark County Interval House	Erin Lee
Education	UCDSB	Josh Harrison
	CDSBEO	Selina Mackie
Culture and Diversity	Indigenous	Larry McDermott
	Queer Connection Lanark	Elizabeth Snyder
	Smiths Falls for All Diversity Committee	Mitra Ghaffari

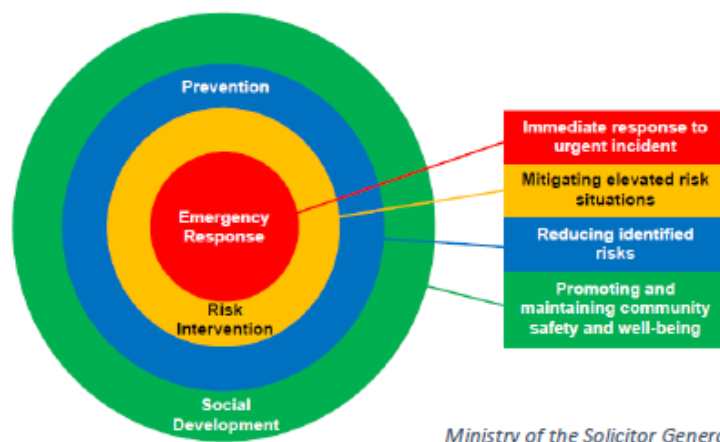
Local Government	Lanark County Council	Brian Dowdall
	Smiths Falls Council	Peter McKenna
Climate/Environment	Lanark County (Climate Environmental Sub-Department)	Elizabeth Boldt or Michelle Rabbetts
	Coordinator	Stephanie Gray

This plan is a living document that aims to guide the advisory committee and implementation teams in a process to enhance health and well-being in our communities. Consultation and research have identified assets and risk areas, resulting in strategies to help achieve positive outcomes. The advisory committee meets regularly to review progress on the plan, and teams will be identified to assist with implementation of strategies.

Under the Act, once a municipality adopts a plan it “shall take any actions that the plan requires it to take and shall encourage and assist other entities to take any actions the plan requires those entities to take” (Community Safety and Policing Act, 2019). As of the date of adoption, there were no regulations for monitoring and reporting to the Ministry; however, progress updates will be developed through the advisory committee and shared with municipalities, stakeholders and the public on a regular basis.

As this 2025-2029 plan neared completion, Ontario was having a provincial election, a federal election was expected to be called in 2025 and the municipal election was slated for 2026 – all of which could impact outcomes and strategies outlined in the plan. At the same time, significant global uncertainty has added to the challenges, leaving many people to wonder how they can possibly make a difference. This plan serves to underline the importance of recognizing our ability to make a difference closer to home and the impact we can have at a local level when we work together.

There is a long and positive history of collaboration in Lanark County and Smiths Falls, and this has been identified as a key asset in this plan to enable work that benefits our communities. Thank you to the members of the advisory committee, councils, agencies and those with lived experience for your work to make things better in Lanark County and Smiths Falls.



APPROACH, METHODOLOGY AND ENVIRONMENTAL SCAN

APPROACH AND METHODOLOGY

The CSWB Plan Steering (now Advisory) Committee was established in late 2016 and began working on the first plan, which was completed in 2018 and approved in early 2019. Regular progress updates were released to the community. It identified 12 priority risk areas and provided an overview for each, including existing assets. Specific issues were identified with background detail, and a set of actions was developed for each priority risk in the areas of social development, prevention, risk intervention and emergency response, with outcomes and measures established for each risk area. The risk areas included mental health, substance use, poverty, housing, transportation, health and well-being, domestic violence/sexual assault, youth and families, seniors, justice, Indigenous health and well-being, and culture and diversity.

A key starting point for the update of the CSWB Plan was a review of the previous plan and the progress made. The advisory committee examined the 12 previously identified risk areas and, for the new plan, established four theme areas (health, affordability and quality of life, violence against persons, and priority populations) supported by various pillars. The committee assessed and inventoried preliminary risk categories, and consultations (surveys and interviews) were held in Fall 2023 with advisory committee members about assets and issues in their sectors. The committee built off of the identified risks in the previous plan and assessed new considerations, such as climate change and environment, belonging and civic engagement, and accessibility when determining the new themes and pillars. Data from Statistics Canada and a range of local reports were also evaluated.

As part of the consultation process, a community survey was released in late 2023, garnering 393 responses from across the county. The survey included questions related to health, mental health, substance use, affordability and quality of life (including employment, income, food security, housing, transportation, climate change, sense of belonging and volunteering), and violence against persons (including crime victimization and intimate partner violence).

An agency survey was also issued in Fall 2023. It received 37 responses from a cross-section of agencies serving a wide range of populations and age groups. The survey assessed populations served, resources used, risk factors encountered, the impact of the pandemic, cultural considerations for clients and barriers/systemic gaps. It provided an opportunity for feedback on suggested solutions, service gaps and workarounds, wait times, urgently needed services and barriers for hard-to-reach populations.

A virtual Partner Day was held on Nov. 14, 2023, with 23 agencies participating. This was an opportunity for asset mapping, a review of and prioritization of risks, and identification of desired outcomes. Assets, gaps and strategies were identified in the four theme areas of health, affordability and quality of life, violence against persons and priority populations. Some evaluation strategies were also discussed.

Focus groups were held in the Fall of 2023 with the Successful Aging Advisory Committee, which consists of member agencies that serve the aging population, and the Lanark County Sexual Assault and Domestic Violence (SADV) Advisory Committee, which includes organizations providing services to victims of SADV. Those sessions asked members to discuss pressures they are facing, what is working well in the community and what is needed to better serve clients. Feedback of SADV clients from annual

surveys through the Victim Advocate program is also taken into account. In June 2023 a focus group with the Lanark County Child and Youth Services Collaborative, which consists of youth-serving agencies, discussed pressures, factors that are most influencing children’s mental health difficulties, how parents can be supported and key gaps agency representatives are seeing in services for children and families.

A Council/Police Services Board/Community Policing Advisory Committee Focus Session was held in November 2023 with nine local municipal leaders and examined pressures (gaps and issues) in the identified risk areas, suggestions on how to address the pressures, and how municipalities can be involved in implementation of the CSWB plan. In addition, meetings were held with the Mississippi Mills Library Board in April 2024 and Indigenous Elder Larry McDermott in January 2025.

The CSWB Plan Coordinator’s regular ongoing networking with committees such as Planet Youth Lanark County, Lanark County Child and Youth Services Collaborative, Successful Aging Advisory Committee, Lanark County Sexual Assault and Domestic Violence Advisory Committee, Vital Signs (Perth and District Community Foundation) and others, and the subsequent information sharing that takes place as a result, has also helped to inform the CSWB plan.

A key takeaway from the consultation process was that housing, food security and income are priorities. Better access to basic needs, such as safe and affordable housing, nutritious food, a sustainable income and transportation leads to health improvements and would mitigate many other risks. Other key takeaways included protecting and building on the assets we have, continuing our track record of good collaboration and doing so upstream, increasing awareness of services and supports available and sharing that information with professionals and the public, and continuing to learn and train and educate. It also became clear that our children and youth need attention.

Upon review of all of the data and consultations, the advisory committee established overarching outcome statements for community safety and well-being. Within each theme area, goals, measures and strategies were developed with a view to developing a more detailed work plan as part of the implementation.

ENVIRONMENTAL SCAN

What is now known as Eastern Ontario and Western Quebec was once a vast territory belonging to the Algonquin, or Omàmawí’inini. The geography now called Lanark County consists of fertile land in the east and south that was once covered by the inland Champlain Sea, while the west and north regions are the foothills of the Canadian Shield and consist of forest, lakes and thin, rocky soil. “Algonquin and other Indigenous people have prospered here for many thousands of years through hunting, trapping and gathering wild foods, and have developed intricate systems of governance based on family units represented by a Grand Council” (Lanark County Neighbours for Truth and Reconciliation).

Today, Lanark County is made up of eight local towns and townships, including Beckwith, Carleton Place, Drummond/North Elmsley, Lanark Highlands, Montague, Mississippi Mills, Perth and Tay Valley. The adjacent, but politically separated, Town of Smiths Falls shares numerous services with its neighbouring local municipalities and the County. Carleton Place, Perth, Smiths Falls and Almonte (part of Mississippi Mills) are urban centres in the county. These municipalities are located on traditional unceded Algonquin land. The settlement history for the towns and townships began in earnest in the 1790s and

consisted largely of immigrants from the United Kingdom and an influx of United Empire Loyalists from the United States.

Lanark County is in a distinct region of the Frontenac Axis where Canadian Shield lands meet the Limestone Plains, which presents a topography of rivers, lakes, forests, fields and rocky terrain. The land area is about 2,986 square kilometres and is largely rural. Because it is located between the cities of Ottawa and Kingston, residents have access to the amenities of these major centres. Two provincial highways (7 and 15) cut through the area, and there is a passenger rail system with its hub in Smiths Falls that accesses the Montreal to Windsor corridor, including Ottawa and Kingston. The Rideau Canal Waterway also winds through the county and Town of Smiths Falls. The geography/topography of the area invites a significant seasonal population of cottagers and recreational visitors.

According to 2021 Census data, the population of Lanark County and Smiths Falls is 75,760, a 10.3% growth from 2016, which is almost double provincial growth for that period. Sixty per-cent of the population falls in the 15 to 64 age group, with 15% ages 0 to 14, 25% ages 65 and over and 3% are 85 years and older, which is a 17.2% change from 2016. The population is aging – the average age of the population has increased slightly to 45.6. The median age is 49.

Statistics Canada shows the median economic family income for 2020 at \$107,600, compared to Ontario at \$112,200. The median income for lone parents is \$68,500. The poverty rate in Lanark County (household income under \$40,000 per year) rose to 16% in 2020, compared to 17% in Ontario. The poverty rate for children ages 0 to 17 living in lone-parent homes was 14.4% in 2020 compared to 20.8 provincially. For couple-led homes in Lanark County it was 2%. The unemployment rate for people ages 15 and older in Lanark County increased to 8.5% from 7%, compared to 12.2% in Ontario.

In 2021, 4.3% of the population identified as Indigenous – a 24.6% change since 2016. Immigrants represent 7% of population. Three per cent of residents are racialized people.

Lanark County is served by four hospital sites (Perth, Smiths Falls, Carleton Place and Almonte), and community health centres in Smiths Falls and Lanark Village. Police services for the Town of Smiths Falls are supplied by the Smiths Falls Police Service. Lanark County OPP serves the municipalities of Lanark County. There are 27 elementary schools and six high schools in Lanark County and Smiths Falls, as well as alternate schools and private school options. An abundance of social service agencies can be found throughout the area.



AFFORDABILITY AND QUALITY OF LIFE THEME

OUTCOMES

- ➔ Lanark County and Smiths Falls is a community where citizens have access to the basic needs of housing, a liveable income and nutritious food.
- ➔ Lanark County and Smiths Falls is a community where its residents respect the legacy of stewardship by the Indigenous people who lived here before us and continue to care for the Earth in a way that will sustain it for seven generations.

PILLAR: Income and Employment
Assets
<ul style="list-style-type: none"> • The Lanark Basic Income Network formed in 2023 and is committed to advocating for a basic income guarantee to allow individuals to meet their basic needs, participate in society and live with dignity regardless of their employment status. The group has been working with community agencies and municipalities to garner support. • Lanark County continues to seek opportunities to advocate to provincial officials regarding the need for higher Ontario Works and Ontario Disability Support Program rates. Lanark County Council has included Universal Basic Income as one of its strategic priorities for the 2022-2026 term. • Many organizations work to supplement basic needs for vulnerable populations in the community. An example of this is the collaboration between OPP and Family and Children’s Services of Lanark, Leeds and Grenville to provide snowsuits for children and other needs through the Snowsuit Fund and the Angel Tree Program. • In his report “Needs and Resilience of Children and Families in Eastern Ontario” prepared for Every Kid In Our Community, Robert Fulton notes the median income for individuals has increased significantly from 2015 to 2020 – by 24% in Lanark County. The median income in 2020 for Lanark County was \$44,400 compared to \$35,805 in 2015. “The dividing line of median income, which splits the range of incomes in half, has moved 23% higher in the province. This is further evidence of the increasing wealth of Ontario” (p. 34). • Grant opportunities are offered through groups such as Perth & District Community Foundation and municipal community grants, which can be found by checking with each organization. • Lanark County’s “Children’s Services 5-Year Service Plan” for 2024-2029 sets strategic priorities around increasing accessibility of child care; ensuring sustainability of child care; offering high-quality programs; ensuring responsive engagement with providers, families and community partners; and increasing inclusivity for children with special needs.
Risks/Issues
<ul style="list-style-type: none"> • In its “Addressing Food Insecurity in Leeds, Grenville & Lanark, 2024 Report,” the South East Health Unit, formerly the Leeds, Grenville and Lanark District Health Unit, indicated the 2024 living wage for the region to be \$21.65 per hour. The Ontario Living Wage Network (www.ontariolivingwage.ca) calculates the living wage rates each fall with data from a variety of sources. It cites poverty as the root of food insecurity and suggests increasing minimum wage and social assistance rates, improving employment standards, and providing a basic income as strategies (Leeds, Grenville & Lanark District Health Unit, 2024). • In his “Needs and Resilience of Children and Families in Eastern Ontario” report, Fulton used Statistics Canada data to outline the potential for adverse outcomes for families in the region.

He noted when looking at household income under \$40,000 per year, which is the bottom income group for households, Smiths Falls and Perth had the most affected households in Lanark County. He looked at the percentage of households falling below the market basket measure threshold, which is the income necessary to pay for basic human needs, and found children under six living in poverty in lone-parent homes were at risk of substantial harm. Locally, Smiths Falls at 29.3% and Carleton Place at 26.3% carried this risk. Families falling below the market basket measure “must consider options, such as using a food bank, postponing medical care, losing their housing” (p. 24).

- Fulton’s report also addressed households with income over \$200,000 compared to under \$40,000: “There is a balance in the fraction of households living on less than \$40,000 compared to those living on \$200,000 or more....A more equitable distribution of wealth is an indicator of resilience.” Rural households in the Ottawa area have fewer households with more than \$200,000 income. He noted the balance of poor and wealthier neighbours in high-risk municipalities: Smiths Falls with 28% under \$40,000 and 2% over \$200,000; Perth with 27% under \$40,000 and 4% over \$200,000. “There is much more poverty in these disadvantaged jurisdictions, but some wealthier neighbours, which helps the local economy” (p. 32-33).
- Fulton said a significant decline in mature adults ages 45 to 54 is projected until 2030 unless targeted immigration fills the gap. “This is a critical age group because it is the source of expertise and management for the private sector, health care, education, and social services. The crises in the number of nursing jobs unfilled will not be repaired by simply graduating more nurses, which is good news 20 years down the road. It takes years of work experience to fill this gap.” He said the resulting harm is the degradation of health care, education and social services resulting from lack of skilled workers from this age cohort, which can result in longer wait lists, higher caseloads and fewer childcare spaces despite funding for expansion. “In general, small towns, and rural places carry the burden of this risk factor” (p. 18).
- At the Council/Police Services Board (PSB)/Community Policing Advisory Committee (CPAC) Focus Session, councillors indicated municipal pressure to support businesses is growing and that people are starting to stay in communities by necessity (based on affordability) rather than desire, which is “not preferable because of shame, self-esteem, worth, successful, defeated or depressed – measuring stick is previous generation of people who had a relatively easy time of moving into their own homes.” They also cited income disparity, the rising costs for housing, increased food bank usage and barriers for help with mental health and addiction issues due to transportation as ongoing issues. Rural communities don’t always have infrastructure in place for those experiencing challenges (e.g., no vehicle).
- Program affordability for families was cited as a concern at the Feb. 29, 2024 CSWB Advisory Committee meeting.
- Community consultations indicated there is difficulty in identifying students and families in need and that hidden poverty is an issue, which creates challenges with connecting families to support. There can be resistance to working with supports due to family, cultural, generational, historical or anonymity concerns. Getting information out to those in desperate poverty can also be a challenge (Partner Day).
- Statistics from the 2023 “Vital Signs” report note the median employment income for men was \$69,500, while it was \$59,200 for women – pointing to ongoing pay equity concerns (p. 6).
- Fulton’s report addressed the impact of hidden unemployment, which he described as an important social indicator that is difficult to count. It affects those between 15 and 64 and can include those who are underemployed or have stopped looking for work, which can lead to risks such as mental illness, substance use, family conflict, poverty, housing instability and poor

socialization of children and youth. Smiths Falls was found to have a high percentage of hidden unemployment at 23%, affecting 1,200 people (p. 20).

- Fulton highlighted the importance of workers receiving training beyond high school to be employed in the new economy, including competency with computers, automated equipment, literacy and numeracy. “Cities and towns that have a concentration of workers with no education beyond high school will be at a disadvantage in future jobs. Many of them are part of the hidden unemployed.” In Lanark County, for the population between ages 25 and 64, between 27 and 53% have no post-secondary education. The unemployment rate for Lanark County was 8.5%, with the highest being in Perth at 12.9%, followed by Tay Valley and Smiths Falls.
- Research for Lanark County’s “Children’s Services 5-Year Service Plan” for 2024-2029 found there is a pressing need for more affordable childcare spaces. One issue is extensive and inconsistent wait lists, making it difficult to obtain an accurate count of need. A report to Lanark County Council in November 2024 notes 82 additional Registered Early Childhood Educators are needed by 2027, more work is needed regarding inclusivity of children with special needs, there is a lack of child care options for part-time and non-traditional hours (overnight and weekends), insufficient transportation hinders access to child care and programs, and affordable child care is not accessible to everyone who needs it.

Goal	Measures	Strategies
1. Reduce levels of poverty	<ul style="list-style-type: none"> • Fewer households receiving less than \$40,000 annually • Reduced poverty gap 	<ul style="list-style-type: none"> • Increased income will help to address other risk areas, including housing, food security, health/mental health. • Advocate for increased income through Basic Income and/or increased Ontario Works and Ontario Disabilities Support Program rates. • Collaborate to increase housing affordability in communities. • Continue and enhance existing community supports that address immediate access, e.g., Snowsuit Drive, food drives, etc.
2. Nurture local employment opportunities	<ul style="list-style-type: none"> • Monitor median employment income between men and women • Monitor living wage in Lanark County • Monitor unemployment rates 	<ul style="list-style-type: none"> • Encourage local employers to pay workers a living wage. • Share information related to education about employment programs. • Monitor and address pay equity issues. • Continue working to increase local and varied employment opportunities.

<p>3. Increase availability and accessibility of affordable child care and supports</p>	<ul style="list-style-type: none"> • Reduced child care wait lists • Increased alternate programs 	<ul style="list-style-type: none"> • Advocate for any necessary adjustments to Canada-Wide Early Learning and Child Care program and support efforts to expand locally. • Collaborate with community partners to ensure effective communication of available programs for families and children (e.g., extra curriculums, students at risk, after-school options, Champions for Kids Foundation, Critical Hour Programming, youth centres). • Facilitate equitable access to programs and activities, not dependent on income.
<p>4. Support efforts to increase availability of good, reliable, affordable access to digital resources critical to quality of life</p>	<ul style="list-style-type: none"> • Increased connectivity stats (EORN) • Surveys 	<ul style="list-style-type: none"> • Monitor activities of Eastern Ontario Rural Network to increase cell and broadband connectivity in Lanark County. • Advocate for improved connectivity if needed.

PILLAR: Housing and Homelessness

Assets

- In a report to Lanark County Council on the “State of Homelessness” in October 2024, Lanark County Social Services highlighted current programs: By-Name list for people actively experiencing homelessness and accessing coordinated services facilitated by the committee; funding for housing/homelessness staff at Lanark County Mental Health and Cornerstone Landing; approximately 75 beds in adult supportive housing facilities with priority to people on the by-name list; 13 beds at the Bridge House in Smiths Falls (supported transitional housing with access only from the by-name list); Housing Allowance Program; housing allowance rent subsidy spaces allocated to by-name list; private landlords and service providers declaring services and housing units to the by-name list.
- In the 2023 Housing and Homelessness Report from Lanark County Social Services, highlights included the opening of 188 Chambers Street in Smiths Falls with five rent-geared-to-income (RGI) units and construction started on 44 Chambers Street in Smiths Falls (28 RGI units and six affordable housing units). Other supports included RGI housing, a homeownership downpayment for first-time home purchase, funds through the Renovate Lanark program, rent assistance with Portable Housing Benefit spaces and the OPHI Housing Allowance. In 2023 there were 116 new referrals to the by-name list and 62 were housed, and 1,356 households were assisted through the Housing Assistance Program to prevent eviction or attain housing. The county offers emergency backpacks, gift cards and after-hours homeless assistance.

- In the CSWB Community Survey, the vast majority of respondents owned homes (89%) and felt secure in their housing (91%). Top factors affecting housing included difficulty or unable to pay rent or mortgage (12.06%), difficulty or unable to pay utilities (8.89%), unable to find affordable housing (5.4%) and living too far from services (6.67%). Several comments expressed concerns about being able to keep up with maintenance, repair/upgrade costs, and affordability upon retirement.
- In February 2025, the Town of Carleton Place and Municipality of Mississippi Mills announced they will each be receiving funding from the Canada Mortgage Housing Corporation’s (CMHC) Housing Accelerator Fund. Carleton Place is receiving \$5.6 million to accelerate the construction of 168 homes over the next three years, which will help spur the construction of 934 homes over the next decade. Mississippi Mills will be receiving \$3.3 million, which will help it take quicker action on growth-related projects with the goal of creating missing middle and affordable housing for families in the community. Four payments will be released over three years from the fund.

Risks/Issues

- In the CSWB Agency Survey, a need for supportive, subsidized housing (for specific populations) and lengthy wait times for housing were cited as issues.
- The 2023 Lanark County Housing and Homeless Report reported 465 active applications on the waiting list for rent-geared to-income housing at the end of 2023.
- In the “State of Homelessness” report to Lanark County Council in October 2024, the number of known actively homeless persons had increased from 44 in September 2023 to 71 in August 2024. The number of chronically homeless rose sharply since July 2023. In August 2024, 70% of individuals on the by-name list were adults between ages 26 and 64, with 15% between 16 and 25. Smiths Falls, Carleton Place and Perth have the highest rates of homelessness. Family or relationship breakdown was cited as the top reason for homelessness, followed by eviction, “other” and mental health and addiction. Sleeping arrangements included motels, couch surfing, unsheltered, vehicle, trailer/cabin and other.
- In his report, Robert Fulton noted renters with unsuitable shelter arrangements, e.g., not affordable (rent greater than 30% of before-tax income), not adequate (e.g., not structurally sound) and with no alternative units available locally face the significant stress of being homeless. “If they have children, this is a significant risk factor driving the need for admission to Children’s Aid Society care” (p. 19). He also noted the Census found 7% of all housing units in Ontario were either completely unoccupied or occupied on Census Day by someone who has another primary residence elsewhere. “Moreover, the vacancies are spread throughout the province, and not within the largest cities where the demand is located” (p. 31). Statistics Canada shows the vacancy rate in Lanark County was 10%, with the highest rates in Tay Valley (35%) Lanark Highlands (27%) and Drummond/North Elmsley (11%).
- Councillors in the Council/PSB/CPAC Focus Session indicated some families would like to stay in the community but cannot because there is nothing affordable and/or no available rentals.

Goal	Measures	Strategies
1. Eradicate homelessness in Lanark County	<ul style="list-style-type: none"> • Reduced number of homeless • Monitor and address unoccupied unit rate 	<ul style="list-style-type: none"> • Collaborate with partners to continue/encourage incorporating Housing First model strategies.

	<ul style="list-style-type: none"> • Monitor short-term rental rates • Increased number of supportive housing units/beds 	<ul style="list-style-type: none"> • Explore creation of programs to encourage reduction of unoccupied units (e.g. vacant property tax, use of short-term rentals). • Determine need for specific supportive housing for vulnerable populations. • Ensure safe housing options for youth over 16.
2. Increased affordable housing options	<ul style="list-style-type: none"> • Annual Lanark County Housing and Homelessness report • Reduction in wait times for housing 	<ul style="list-style-type: none"> • Monitor Lanark County Housing and Homelessness Plan and collaborate to support where relevant. • Advocate to give municipalities more power to direct affordable housing needs with developers. • Encourage modest homes and modest units that are affordable, secondary units and more density in urban areas.

PILLAR: Food Insecurity and Food Access
Assets
<p>Food Insecurity</p> <ul style="list-style-type: none"> • The South East Health Unit, formerly the Leeds, Grenville and Lanark District Health Unit, releases its nutritious food basket costing each year and the living wage calculation. <p>Food Access</p> <ul style="list-style-type: none"> • The Table Community Food Centre offers nourishing food, mental health improvements, a place to gather without judgment, many programs, and is expanding to Smiths Falls. Other local food hubs include the Lanark County Food Bank-The Hunger Stop in Carleton Place, The Lanark Highlands Food Pantry, Smiths Falls Community Food Bank and the Falls Food Hub. • A range of food access options are available county wide, including community gardens. FoodCoreLGL (www.foodcorelgl.ca) provides a listing of meal programs and an inventory of food providers, programs and activities in Lanark, Leeds and Grenville. Food drives, such as Build a Mountain of Food, are held throughout the county.
Risks/Issues
<p>Food Insecurity</p> <ul style="list-style-type: none"> • In its “Health Unit focusing on root causes of food insecurity during November” media release on Nov. 18, 2024, the former Leeds, Grenville and Lanark District Health Unit outlined food insecurity as an income issue, stating the average monthly costs of a nutritious food basket in the region for a family of four on Ontario Works (a male and female adult between ages 31 and 50, a female aged 4 to 8 years and a male aged 14 to 18) was \$1,196 in 2024. With a household monthly income of \$2,916, minus \$1,964 for rent, they would have \$952 for everything else (utilities, insurance, clothes, toiletries, etc.) before accounting for the cost of food. The health unit indicates, from 2021 to 2023, one in seven households (15.5%) in Leeds, Grenville and Lanark reported experiencing food insecurity, which includes worrying about running out of food to compromising on quality or quantity and eating less or missing meals.

Food Access

- Participants in Partner Day indicated food security resources lack common or siloed evaluation strategies, often simply counting number of meals served or number of people using food banks.
- The Table Community Food Centre reported in November 2024 it was seeing a 15% increase in use of the Good Food Bank over last year and that they used 76% of the year's budget for food purchases in the first half of their fiscal year to March 31 (The Table Community Food Centre).

Goal	Measures	Strategies
1. Address root causes of food insecurity	<ul style="list-style-type: none">• Health Unit annual food insecurity report• Reduced number of individuals relying on food banks	Follow the South East Health Unit, formerly the LGLDHU lead on addressing root causes: <ul style="list-style-type: none">➢ Advocate for social assistance rates and minimum wage that provides for basic costs of living.➢ Support and expand tax filing initiatives targeted at low-income households to increase access to government subsidies.➢ Ensure access to safe, affordable housing, child care and transportation.➢ Implement basic minimum employment standards to reduce precarious employment and encourage businesses and agencies to become Living Wage employers.

PILLAR: Transportation

Assets

- Lanark Transportation Association is subsidized through federal gas tax funding and offers transportation to families, seniors, children, youth and others in Lanark County and Smiths Falls for medical appointments, day programs, counselling, social services, food programs and more. It can also help people return home from hospital and has wheelchair-accessible service. It also operates the Ride the LT service, which offers scheduled low-cost routes in Lanark Highlands, Carleton Place, Mississippi Mills and Perth.
- Lanark County will be completing a transportation feasibility study to explore options.

Risks/Issues

- Issues identified by participants at Partner Day included a lack of transportation creating difficulties in terms of accessing care, as well as a gap in getting patients home or back to a nursing home after they have been taken by ambulance to emergency rooms.
- Partner Day participants expressed a need for more information about what transportation resources are available.

- Youth-serving agencies at Partner Day noted a lack of transportation options to get youth to and from some youth centres. They noted funding and sustainability would support increased numbers of youth. Agencies that support seniors added this would help to keep seniors in their own homes as long as possible, as many are paying out of pocket to access senior programs.

Goal	Measures	Strategies
1. Increase transportation options for access to health care, employment, school and other activities	<ul style="list-style-type: none"> • Number of available transportation options • Community survey to monitor gaps and improvements 	<ul style="list-style-type: none"> • Monitor transportation feasibility study results for opportunities. • Develop and communicate comprehensive list of transportation options available, including active transportation.

PILLAR: Climate Change and Environment
Assets
<ul style="list-style-type: none"> • There are active climate action committees at the local municipal and county levels, as well as in Smiths Falls. These communities have created climate action plans and have set targets for reducing greenhouse gas emissions. • Lanark County’s Climate Environmental Sub-Department has undertaken a range of initiatives, including climate action (climate action plan and a Climate Action Working Group), green energy activities, tree planting, invasive species monitoring and control, increasing pollinator habitat and a comprehensive vegetation management plan that includes roadside restoration and weed control. In December 2024, Lanark County Council approved a motion to move forward with a Natural Heritage Systems workplan and working group, which aims to maintain, restore and enhance ecologically sustainable and resilient landscapes on a regional basis. This would address biodiversity loss, land use change and uncertainties of climate change. • Lanark County will be working on a Climate Adaptation Plan, which ties in with municipal emergency planning. The county is having conversations with all local Community Emergency Management Coordinators. • Climate Network Lanark is a group of citizens that has come together to act on climate change by reducing greenhouse gas emissions and to prepare for impacts of climate change by advocating for measures to reduce risk. • Indigenous teachings offer information about customs and practices for land stewardship. • Lanark County is home to a range of protected areas, including provincial parks, conservation areas, Crown land and municipal greenspace.
Risks/Issues
<ul style="list-style-type: none"> • Participants at Partner Day noted climate change negatively affects vulnerable populations to a greater extent, particularly people exposed to the elements. • The most comments received in the CSWB Community Survey were, by far, about climate change. Regarding levels of concern about climate change, 66% said they are extremely or very concerned and 23% said it has impacted their mental health a great deal or a lot. Respondents expressed concerns about natural disasters/extreme weather, loss of electricity, shelter, risks around electric vehicles and remote rural driving, water and air quality, food security, societal instability, degrading biodiversity and habitat, plastic waste, government

inaction on the issue and the carbon tax. Another theme was a strong desire for more information and how citizens could help.

Goal	Measures	Strategies
1. Undertake comprehensive action on climate change	<ul style="list-style-type: none"> Greenhouse gas emission reductions Monitor environmental protections Monitor greenspace and encroachment 	<ul style="list-style-type: none"> Work with Lanark County, local municipalities and community groups to encourage climate action through various existing plans. Encourage completion of climate change emergency plans for municipalities and communication of plans to the public. Monitor changes to environmental protections at other levels of government and determine actions/advocacy that may be needed. Have new housing meet climate targets. Advocate for strengthened electrical grid and better infrastructure for electric cars. Assess recycling and compost programs for possible improvements. Encourage reuse/repair centres.
2. Increase community involvement in climate action	<ul style="list-style-type: none"> Community survey Increased active transportation opportunities 	<ul style="list-style-type: none"> Increase public education about climate change and what individuals, families and businesses can do to help. Offer opportunities and information about emergency response training. Advocate for or offer increased incentives to participate in climate actions, e.g., heat pumps, home upgrades/retrofits, air conditioning.
3. Create understanding of our relationship with the Earth through Indigenous teachings	<ul style="list-style-type: none"> Development of community strategy and actions 	<ul style="list-style-type: none"> Work with local Indigenous communities to create greater understanding of teachings (e.g., Dish With One Spoon, natural law) and how they can be applied to climate change and

		<p>sustainability in the context of land stewardship.</p> <ul style="list-style-type: none"> • Seek funding to work with Indigenous communities to develop a community strategy and to share knowledge.
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PILLAR: Belonging and Civic Engagement

Assets

- In the Council/PSB/CPAC Focus Session, Lanark Highlands indicated it has a strategy to promote “belonging” in the community that could be shared and scaled up. Other communities have active online engagement activities.
- More electronic participation has allowed for additional access to some activities (e.g., council meetings).
- The Local Immigration Partnership and Lanark and Renfrew Shared Settlement and Recruitment Coordinator offer networking and engagement services for new Canadians.
- The Successful Aging Advisory Committee is working to establish the “Volunteer Connector” database to support volunteers and agencies seeking volunteers.
- In the CSWB Community Survey, 90% of respondents said they vote in elections and 84% say they are actively or somewhat engaged in community activities. As well, 73.58% of respondents said they are actively or somewhat involved in community activities (volunteering, attending events and public meetings, participating in clubs).
- In the CSWB Agency Survey, 79% of respondents said they have cultural considerations in place for clients.
- Smiths Falls has established a Diversity for All Committee.
- In 2024, Lanark County established a Government Relations Committee and an Inclusivity, Diversity, Equity and Accessibility (IDEA) Committee. Representatives on the IDEA Committee include two county councillors, five members from community-based organizations, four members at large who represent diverse communities and different backgrounds and experiences, and county staff support.

Risks/Issues

- Partner Day participants expressed that volunteerism is shrinking, especially post-pandemic.
- In the CSWB Agency Survey, participants highlighted limited space for programs, fewer volunteers and limited cell and Internet access as issues.
- In a report on Council Strategic Priorities 2022-2026 at the Aug. 14, 2024 Lanark County Corporate Services Committee meeting, a gap in advocacy and diluted efforts were noted, citing a need for collective advocacy for those without a voice and prompting a motion to develop a government relations strategy. The Government Relations Committee can help to be a conduit for this (Lanark County Corporate Services Committee, Aug. 14, 2024).
- Participants in Partner Day expressed a need for stronger strategies to welcome new Canadians to Lanark County and Smiths Falls.
- Most respondents in the CSWB Community Survey were not from marginalized groups and ranked their sense of belonging as 8/10. Comments from those who feel they don’t belong were that it is hard to connect when not from here/born here; more community events are needed; immigrants feel victimized by landlords and authorities; and there is negativity towards “city folk” moving here.

- Concern about anti-science and anti-establishment being on the rise, as well as a lack of respect for leaders, numbers and data, was expressed at the Council/PSB/CPAC Focus Session. A need to consider intersecting issues for people, such as job loss, poverty, victimization of violence and the impact of children, was also expressed. This means thinking of people in a larger context and how they intersect because people living with shame and fear of judgment may make them reluctant to get services.
- In the CSWB Agency Survey it was noted online resource use increased with the pandemic, but technology capacity is an issue for some clients. It is important to meet clients where they are able to meet – whether that is a physical location or one supported by technology.
- Councillors at the Council/PSB/CPAC Focus Session noted the ability to participate is sometimes affected by large geographic areas and different services areas in the county. In Lanark Highlands, for example, distance for travel can be an issue. Rural connectivity for virtual activities can be difficult.

Goal	Measures	Strategies
<p>1. More people are aware of and connected to local services and activities to reduce isolation and increase social inclusion</p>	<ul style="list-style-type: none"> • Community survey 	<ul style="list-style-type: none"> • Increase awareness of local services (health, mental health, transportation, leisure activities, etc.) by establishing or connecting to resource lists and promoting them. • Work with community agencies to enhance engagement of youth in recreational/social activities. • Encourage municipalities to support engagement activities through community grants (incentivize groups that are collaborating and align with plan priorities). • Use municipal strategic plans to look at how communities can be bridged – look for weaknesses and opportunities. • Encourage greater participation and belonging in municipal activities and inspire citizens to become leaders; work to increase trust in research, data and leadership in order to foster greater civic engagement. • Work with libraries to encourage technical support for activities. • Increase representation of Indigenous populations in services.

2. Increased volunteerism	<ul style="list-style-type: none"> • Community and agency survey • Statistics from Volunteer Connector database 	<ul style="list-style-type: none"> • Establish Volunteer Connector database for non-profits and citizens to access and provide ongoing communication to promote it.
3. Increased connection between municipalities and CSWB Plan objectives	<ul style="list-style-type: none"> • Annual reports • Council survey 	<ul style="list-style-type: none"> • Include CSWB Plan in council orientations. • Explore ways to increase links to CSWB Plans (e.g., when making recommendations, increased communications to councils, quarterly updates to councils, standing item on agendas). • Work with county government relations committee on advocacy planning strategies and share with community partners; continue to engage with the Rural Ontario Municipal Association and the Association of Municipalities of Ontario.

HEALTH THEME

OUTCOMES:

- Lanark County and Smiths Falls is a community of collaboration, where service providers work together for the benefit of residents in order to prevent harm.
- Lanark County and Smiths Falls is a community offering a robust range of health and social services that are accessible in various formats within a period of time that is reasonable to prevent emergency or crisis situations.

PILLAR: Physical Health (including access to care – primary, long-term care, end-of-life care)

Assets

- Lanark County is served by four hospital sites (Perth & Smiths Falls District Hospital, Carleton Place and District Memorial Hospital and Almonte General Hospital). Community-based primary care resources include ConnectWell Community Health and Rideau Community Health Services, along with Tay River Health Centre and local family health teams. As well, residents can access virtual care services, including Telemedicine and Health Connect Ontario Tool (Health811) that allows Ontarians to call or chat online with a registered nurse to find what they need.
- The Lanark County Paramedic Services (LCPS) and its Community Paramedicine Program offers new models of care (treat and release/discharge), mobile wellness and vaccine clinics, education, emergency room diversions and referrals to community resources. These diversions helped to see a drop in call volume from 25,008 in 2022 to 22,541 in 2023. In 2023, 267 patients were enrolled in the Community Paramedics Long-Term Care program, up from 221 in 2022. With expansion funding, 338 new patients were enrolled in 2023, up from 147 in 2022. Since 2019 (to 2023), 1,509 clients have been served, with 4,672 patient interactions completed in 2023, including in-home and virtual visits, up from 3,553 in 2022 (Lanark County Corporate Services Committee, 2024).
- The South East Health Unit, formerly the Leeds Grenville Lanark District Health Unit, offers chronic disease prevention work, infectious disease prevention, vaccine and food- and water-safety work, Healthy Babies Healthy Children and surveillance and data collection. It has nurses working with municipalities to add a health perspective to municipal plans, policies, etc. Nurses are also assigned to schools and support the four pillars of comprehensive school health: social and physical environment, teaching and learning, healthy school policy, and partnerships and services.
- Other programs and initiatives include, but are not limited to:
 - Perth Enrichment Program: Seniors Therapeutic Centre – ongoing education and access to health, Caregiver ID program, caregiver respite, and more.
 - Services from North Lanark Home Hospice and The Hospice Hub – supporting north and south ends of the county respectively.
 - Lanark Leeds and Grenville Ontario Health Team includes a partnership of more than 50 health, community and social service agencies across the region striving to deliver more coordinated, seamless care for residents. The overall vision of Ontario Health Teams (OHT) is to better connect different parts of the health care system by bringing together, as one team, patients, families, communities, providers and system leaders to deliver more coordinated care for people attributed to the Lanark, Leeds and Grenville areas. OHTs are not geographically based, yet residents are linked to an OHT using the physician

networks. Patients, residents and clients retain full choice in who they see, e.g., outside of their OHT (Lanark, Leeds & Grenville Ontario Health Team, 2024).

- The Caregiver Strategy through United Way is expected to be released in 2025.

Risks/Issues

- The Lanark County Paramedic Services reported the top three reasons for 911 calls in 2023 in Lanark County and Smiths Falls were breathing problems, unknown emergencies and falls, with people aged 51 and older making up about 76% of calls for service. “Unknown emergencies” are expected to be better defined after the paramedic service moves to a new dispatch service in 2025, which may help to clarify highest crisis needs. (Lanark County Corporate Services Committee, 2024). At Partner Day, LCPS suggested a need for alternate destinations for those who don’t require the emergency room (e.g., mental health, hospice, substance use support).
- Feedback from the Community and Agency Surveys referred to long wait times for specific or specialized services in various sectors. Additionally, wait lists for primary care continue to be an issue across the province. In the Partner Day consultations, waiting longer to access family physicians is cited as a reason patients wait too long for care and then have to come to emergency. While many Community Survey respondents indicated they did not currently need access to home care, long-term care or end-of-life care, many commented this is a concern for the future. Additionally, 29% of respondents said that difficulty accessing care has been a factor in their physical health. Respondents in the Agency Survey indicated a lack of hospice and palliative beds is a concern, particularly as demand for services has increased in the last five years and pressure on caregivers grows.
- Consistently, in surveys, consultations and other feedback, community partners have expressed the need for a resource list of services that can be shared both with the public and amongst service providers in order to create an awareness of what services, supports and programs are available in the community in order to improve system navigation and efficiencies.

Goal	Measures	Strategies
1. Increased diversion from emergency medical responses	<ul style="list-style-type: none"> • Reduced calls to paramedics • Increased diversion to non-emergency alternatives • Increased number of residents attached to primary care • Community paramedicine stats, number of new clinics, number of hospice beds, number of palliative beds, number of respite beds, number of alternate locations 	<ul style="list-style-type: none"> • Work with community partners regarding possible increased resources for seniors to reduce 911 calls to paramedics. • Consider alternative care models (paramedicine, nurse practitioners, telemedicine, group medical appointments, other) to increase diversion from emergency. • Work with OHT regarding health care accessibility and pathways. • Offer a diverse range of service provision methods to address needs, including accessibility (online, in-person, accessible, transportation availability).

		<ul style="list-style-type: none"> • Advocate for consistent, stable, increased funding, staffing and training in order to provide sufficient resources. • Increased education about alternative health-care options/resources available. • Work with partners to increase supports for caregivers. • Continue/enhance education about health at a young age, including mental health and healthy relationships.
2. Have wide-ranging information sharing about available services for the public and for sector workers	<ul style="list-style-type: none"> • Creation of resource list and communication strategy about sharing • Survey of public and agencies to determine improved system navigation 	<ul style="list-style-type: none"> • Develop a communication strategy to provide education about what is available to the public and to sector workers. • Explore ways to centralize referral platforms and create awareness of available programs. • Use libraries to help with technical support for system navigation. • Strengthen work between municipalities (and partners) and public health and build into mandates to increase allyship over common goals.
3. Improved communication about wait times and expectations for a range of services	<ul style="list-style-type: none"> • Creation of a communication strategy • Survey of public to assess improved wait times 	<ul style="list-style-type: none"> • Work with OHT and other partners to monitor wait lists for a range of services (e.g., primary care; mental health and addictions services; home care, long-term care and end-of-life care) and flag trouble areas for follow-up. • Offer a range of expected service times and articulate limitations through improved communication.

PILLAR: Mental Health and Substance Use

Assets

- In addition to mental health services provided by Lanark County Mental Health (LCMH), Open Doors for Lanark Children and Youth, and Lanark, Leeds and Grenville Addictions and Mental

Health (LLGAMH), mental health services are integrated into the programs of many other community partners and private service providers.

- LCMH offers a nurse practitioner, specialized staff and a harm reduction case worker. It works in partnership with Lanark County OPP and Smiths Falls Police Service to offer the Mobile Crisis Response Team, which pairs LCMH crisis workers with police for mental health calls. The team responded to 967 calls in 2024, up from 838 the previous year. They work to divert visits from hospital, when possible, with 65% of MCRT encounters resolved on scene and 60% diverted to community services. Lanark OPP reports a 69% increase in mental health calls to police between 2019 and 2023 (Lanark County Ontario Provincial Police, 2024).
- The Upper Canada District School Board (UCDSB) and Catholic District School Board of Eastern Ontario (CDSBEO) have a range of protocols for students related to accessing care, system navigation and healthy relationship education.
- In his report “Needs and Resilience of Children and Families in Eastern Ontario” prepared for Every Kid In Our Community, Robert Fulton noted the self-described mental health well-being for the former Leeds, Grenville and Lanark District Health Unit was significantly higher than the provincial average and has been so for three years continually” (p. 35).
- In 2024, 13 beds opened for transitional, supported housing at The Bridge House in Smiths Falls, which can only be accessed through Lanark County’s By-Name List for homelessness. The program is operated by Lanark County Mental Health and efforts have been underway to increase the number of beds. The number of beds increased to 22 in early 2025.
- The South East Health Unit, formerly the Leeds, Grenville and Lanark District Health Unit, does robust substance use and harm reduction work. In addition, Planet Youth Lanark County (in partnership with other community agencies) has a goal of upstream prevention that ties in to youth substance use.
- The Rural Fetal Alcohol Spectrum Disorder (FASD) peer support network is active in the county. This is a grassroots group offering support, advice and advocacy (Partner Day, 2023).
- In the Agency Survey, various system navigation resources were listed as being used by agencies, including internal databases, 211, Big White Wall, Togetherall, Counselling Connect, Bounce Back Ontario and the Lanark County Situation Table. Sixty-one per cent of respondents said they use 211 but that it is not always accurate or current; several were not familiar with it.
- The Lanark County Situation Table brings together multi-sectoral community partners that can refer individuals or families in a privacy-protective format when they reach a threshold of acutely elevated risk of harm to themselves or others. Relevant agencies can then provide wraparound support in order to reduce the level of risk and get them connected to services. Since it was established in late 2015, mental health and substance use have consistently been top risk factors identified for individuals and families referred to the table.
- In early 2025, the provincial government announced funding for new Homeless and Addiction Recovery Treatment (HART) Hubs in Ontario, including one to be operated by Lanark, Leeds and Grenville Addictions and Mental Health. This will address gaps for individuals with complex needs through a centralized, coordinated approach to care under one roof. Proposed services include primary care; mental health and addictions (case management, withdrawal management beds, medical detoxification, structured relapse prevention); peer support; mental health and addictions supportive housing, transitional living and overnight shelters; and vocational and employment support and guidance (Ontario, 2025).

Risks/Issues

- The need for a regional detox/community withdrawal program has been expressed by community partners as they submitted proposals for funding to establish this in Lanark County and Smiths Falls. In a proposal to Ontario East Health by the Perth & Smiths Falls District Hospital in 2023 for Mobile Community Withdrawal Management, the report cited rising withdrawal-related presentation to emergency (an 11% increase between 2017 and 2019) marking the second highest increase across the province, and the South East Local Health Integration Network was the third highest in the province in visits for substance use in 2020. “Alcohol/substance use” consistently rank in the top three reason for police calls, the report indicated, with a 149% increase between 2015 and 2021. As well, the county experienced a 61% increase in reported overdoses between 2019 and 2021, and a 76% increase in fatal overdoses between 2019 (17) and 2020 (30). The report stated up to 200 candidates per month had been turned away from regional detox beds in Kingston since March 2020, with limited alternatives in the community, and 80% of individuals are withdrawing from alcohol (Cohen, 2023).
- In the Community Survey, 28.75% of respondents said their mental health was fair, poor or very poor. Respondents ranked finances (39.42%), family (30.43%), physical health (31.88%), work (27.25%) and being a caregiver to elderly parents, a spouse or other vulnerable person (21.16%) as top stressors.
- In the Agency Survey, concerns about the ability to support clients experiencing hoarding behaviours was expressed. While Lanark County Mental Health offers clinical treatment, finding resources to help with clean-up is sometimes challenging for community agencies.
- Fulton indicates the Leeds, Grenville and Lanark District Health Unit results for “perceived mental health: very good or excellent” for the 12 to 19 years age group are trending lower and are well below the provincial average in 2019/2020, which could indicate poor mental health locally (p. 36).
- In the Community Survey, 31% said they rarely drink, 20% said they do not drink, 18% said they consume 2 to 5 drinks per week; 88% said they rarely or never use recreational drugs and 7% indicated they are concerned about their substance use, but the overwhelming majority said they do not have a problem or do not need support. Twenty-two respondents commented on a lack of availability of local supports (including rapid/short-term counselling, rehab, detox and residential treatment), as well as long wait lists and costs. There were 24 comments about services available elsewhere, including safe injection sites, residential treatment, detox, accessibility to services, transitional housing with harm reduction support and ketamine therapy.
- At the Partner Day, it was noted FASD requires diagnosis for support – a confirmation of drinking while pregnant. This creates a stigma around disclosure, which can be multi-generational. Prevention awareness, stopping shame and education were cited as needs.
- Fulton noted “heavy drinking is a powerful risk factor and driver of Children’s Aid Society admissions to care. Heavy drinking causes premature death, disease, mental illness, family conflict, marital breakdown, traffic fatalities, intra-uterine brain damage, suicide, and violence.” He noted the Leeds, Grenville and Lanark District Health Unit has a rate of heavy drinking that is close to the provincial average (p. 26).
- As of December 2024, the number of confirmed and probable deaths from overdoses/drug poisonings for the Leeds, Grenville and Lanark District Health Unit in 2024 was 11 and suspected deaths were 33. Over the last seven years, these numbers have fluctuated and in

2023 they rose to 18 confirmed and probable deaths and 33 suspected deaths (Drug-Related Overdose & Death Summary, 2024).

- In an advisory member interview, the Smiths Falls Police Service expressed a need to further divert calls for service related to issues such as homelessness, assisting with food, transportation, etc. This could be through a front-line assistance program with nurses or social workers in the community, or increased community hub access.
- In applications for provincial funding, Lanark County Mental Health has indicated it faces challenges in retaining high-quality crisis workers for the Mobile Crisis Response Team over the longer term without increased and sustained base funding. This sometimes results in staff vacancies that reduce hours available. Lack of capacity affects the number of calls the team can respond to in person.

Goal	Measures	Strategies
1. Increased resources for complex mental health or addictions, including prevention and management of addiction	<ul style="list-style-type: none"> • Increase in number of supported housing beds • Decrease in fatalities related to substance use • Increased number of detox and treatment beds • More space in treatment programs for addictions and mental health • Planet Youth data on substance use in young people • Health unit stats on substance use; lower rates of heavy drinking 	<ul style="list-style-type: none"> • Support efforts to bring withdrawal management program to Lanark County. • Explore need for safe usage sites. • Increase education and social programming for young people to reduce reliance on substances. • Increased awareness of opioid management and harm reduction strategies. • Increased prevention awareness and reduced stigma for FASD diagnoses. • Explore additional funding and resources for hoarding situations.
2. Improved reported mental health in children	<ul style="list-style-type: none"> • Statistics Canada measures 	<ul style="list-style-type: none"> • Work with community partners to assess pressures on children and youth and strategize additional supports needed.

VIOLENCE AGAINST PERSONS THEME

OUTCOMES:

- ↳ Lanark County and Smiths Falls is a community of collaboration, where service providers work together for the benefit of residents in order to prevent harm.

PILLAR: Sexual Assault and Domestic Violence (SADV), Intimate Partner Violence (IPV), Gender-Based Violence (GBV)

Assets

- The Lanark County SADV Hospital Program provides medical care and diversion from emergency departments. It uses a trauma-informed approach and ensures privacy, counselling and crisis support, follow up and safety planning for all demographics. Cell phone access to SADV nurses is provided for clients. The program covers all four local hospitals, with Smiths Falls being the designated treatment hospital.
- Lanark County Interval House and Community Supports (LCIHCS) offers emergency and on-going programs to women and children living in or escaping from domestic violence. Programs include the emergency shelter program for women and their children; individual or group counselling services for women, children and youth; Family Court support; a perseverance pantry (food and hygiene supplies for women and children needing support); second stage housing (safe and secure housing for up to one year); sexual assault support program; Suit Yourself (complimentary work and professional attire to support women facing court appearances or job interviews); and the Victim Advocate Program, as well as a 24/7 crisis line for women.
- Various programs are able to provide taxi chits and gas and grocery cards for SADV clients.
- Many organizations in Lanark County and Smiths Falls offer trauma-informed spaces and care along with crisis support and system navigation. Trauma-informed care training opportunities have been routinely offered to police and community partners for several years through grant funding.
- Lanark County and community partners have worked to implement several recommendations from the Culleton, Kuzych and Warmerdam Inquest, including declaring IPV an epidemic, ensuring IPV is a pillar in its CSWB plan, working on restorative justice initiatives in IPV and a range of prevention and education efforts. This is possible due to good relationships between partners and municipal councils.
- Feedback from victims continues to inform programs and services.
- The Lanark County Victim Advocate Program is housed with LCIHCS and works in partnership with Lanark County OPP, Victim Services, Victim/Witness Assistance Program, the Sexual Assault/Domestic Violence Hospital Program, Smiths Falls Police Service and other partners. Victim advocates have trauma-informed care training and assist with system navigation, court supports, crisis-related counselling, safety planning and referrals to other services in support of victims of SADV, IPV or GBV.
- The Smiths Falls Police Service is committed to reviewing domestic violence incidents, providing trauma-informed training and offering support to victims of violence. The OPP have an East Region Intimate Partner Violence Action Plan, and Detachment Abuse Issues Investigators have been created for each detachment. There is now a Detective Constable responsible for abuse issues. This covers IPV, child abuse, elder abuse and sexual assault, and it includes IPV case

review, enhancing community partnerships, mentoring and having subject matter expertise available.

- The SADV Advisory Committee for Lanark County and Smiths Falls brings together service providers from across the county for networking, education, training, public awareness and advocacy. The coordinator liaises with a provincial network of coordinating committees.
- LCIHCS's See It Name It Change It campaign promotes ending violence and has been adopted by Interval House in Ottawa as well as in Mexico, meaning it will be available in English, French and Spanish. LCIHCS has been actively involved in international work with the federal Department of Justice, taking part in delegations with Costa Rica, Mexico and Kazakhstan to share best practices in its work to end violence against women.

Risks/Issues

- Participants at Partner Day stressed ensuring continued feedback from victims and increased participation in programs, services and groups is a need. They also noted victims should have access to basic needs such as food, housing and transportation in order to escape violence.
- In a Focus Group with SADV Agency workers, needs cited included follow-up counselling support, addressing transportation challenges for medical appointments and having more SADV nurses for better coverage in the large catchment area. They indicated there are clients with concurrent mental health issues, and that a lack of primary health care providers affects treatment. It is difficult for women leaving abuse to be able to afford housing, and additional pressures make mental health worse. There is a need more housing and better income. There is some housing funding available, but wait lists are long. Workers note a need for more support for men, whether as an aggressor or victim of violence. This was echoed in the Agency Survey.
- In funding applications in 2024, Lanark County OPP reported that from January 2020 to September 2024 the victim advocates responded to 557 victims of SADV and human trafficking. The number of clients has increased annually, with an 80% increase in 2023 over 2022. From January to September 2024, Lanark County OPP cleared 174 IPV incidents by charge, compared to 198 in all of 2023 and 133 in 2022. Smiths Falls Police Service (SFPS) also showed a steady rise in IPV cases, from 135 in 2020 to 212 in 2023, and one femicide in 2022. From January to Oct. 4, 2024 they had 191 cases. SFPS indicates the number of sexual assaults is increasing and recidivism is also an issue.
- In the Community Survey, 27.95% of respondents indicated they had been a victim of a listed crime (13.66% sexual assault, 10.25% domestic violence, 8.07% IPV, 7.14% child abuse, 4.35% hate-motivated crime, 4.66% gender-based violence, 0.31% gang violence, 1.24% elder abuse). Of this, 26% involved verbal or emotional abuse, 15% sexual violence, 14% physical violence. 12% accessed police and 21% did not access services (small percentages for other services). Several respondents said the crimes were quite dated.
- Feedback from multiple consultations confirmed improved funding and resources for organizations working in these sectors is needed in order to create real change.

Goal	Measure	Strategy
1. Supports are in place to reduce SADV/IPV/GBV and to continue to support victims/survivors	<ul style="list-style-type: none"> • Rates of SADV/IPV/GBV • Survivor feedback • Number of participants in programs 	<ul style="list-style-type: none"> • Increase support, information, services and education for boys and men struggling with relationships and perpetuating gender-based violence.

		<ul style="list-style-type: none"> • Continue to seek funding for program supports for victims and for prevention (including staffing, training). • Explore restorative justice options for SADV/IPV offences.
2. Lanark County becomes a Zero-Femicide community	<ul style="list-style-type: none"> • Development of a protocol and strategies • Number of femicides 	<ul style="list-style-type: none"> • Work with provincial groups to establish protocols and strategies on becoming a zero-femicide community. • Address issues around basic needs (income, housing, food security) and health/mental health to a) reduce pressures leading to domestic and other violence, and b) help survivors to be able leave abusers. • Enhance, develop and promote support for other community agencies and municipal partners to increase collaboration and build relationships with the sector in order to reduce violence. • Advocate for including “femicide” wording in Criminal Code of Canada.

PILLAR: Hate-Motivated Crime
Assets
<ul style="list-style-type: none"> • A provincial Proceeds of Crime Grant through the Ministry of the Solicitor General (2023-2026) includes a partnership between OPP and the school boards related to hate-motivated crime. This includes officers reading curated books to Grade 2 students that promote positive relationships and diversity. The grant includes community outreach related to hate-crime, as well as training for officers. There is also a partnership with Planet Youth Lanark County to promote safety in schools. This includes multiple educational initiatives for the community, coalition building and youth-directed educational opportunities. • LCIHCS is part of Coaching Boys Into Men (CBIM), which is an evidence-based program that equips high school coaches to guide young male athletes in building healthy relationships, practising mental wellness, and understanding that violence never equals strength. Through 12 weekly sessions, coaches help boys develop respect, empathy and leadership. • The Inclusive Voices social media program has been funded through a provincial grant for three years. Led by a partnership between OPP and LCIHCS, it has encouraged young people to contribute to videos on a range of topics, from racism to gender-based violence, accessibility, mental health and more. • The See It Name It Change It Campaign through LCIHCS promotes ending violence and racism by identifying, raising awareness and speaking out about incidents safely.

Risks/Issues
<ul style="list-style-type: none"> In the Council/Police Services Board (PSB)/Community Policing Advisory Committee (CPAC) Focus Session, work to help new Canadians feel welcome and supported was identified as a need in communities, including anti-racism and discrimination efforts. In the Agency Survey, anti-hate programming was identified as a need, The Lanark County Child and Youth Services Collaborative Focus Group indicated more knowledge is needed about how issues of racism, homophobia, misogyny and sexism, etc. are affecting mental health of youth from marginalized groups, as well as how teachers, coaches and others who work with youth are being trained/prepared to speak about the issues and intervene in constructive ways when they arise. Lanark County OPP reported a 233% increase in reported hate-motivated crime incidents from 2021 to 2022. In 2023, there were nine reported, representing a 46% decrease from 2022, but 8 were reported in the first three quarters of 2024. The data points to a need for education and prevention.

Goal	Measure	Strategy
1. Increase cultural competency in community in order to reduce incidents of hate-motivated crime	<ul style="list-style-type: none"> Incidents of reported hate crime Participation in anti-hate programming for students Participation in community outreach 	<ul style="list-style-type: none"> Promote and enhance existing supports for newcomers. Develop a repository of information and training to help municipalities and community organizations to incorporate anti-oppression/anti-racism and/or equity, diversity and inclusion (EDI) protocols into their work. Consider a Lanark County position to develop the information and implement the training. Seek opportunities to work with school boards and other youth-serving organizations to a) combat racism, homophobia, misogyny, etc., and b) gain feedback from youth from marginalized groups on the impact of these issues. Work with teachers, coaches and other youth-serving individuals on constructive intervention strategies to combat issues that arise. Utilize Lanark County Community Justice to expand the options to address hate-motivated crimes. Continue to seek funding opportunities for programming to address hate-motivated crime.

PILLAR: Children, Elderly and Others	
Assets	
<ul style="list-style-type: none"> • There are a number of protocols in place to support children in the event of abuse or violence, including the Child Protection Protocol, Duty to Report and, in school settings, a Joint Protocol for Student Achievement. • Fraud awareness programs for seniors are ongoing through police services and other agencies, both through group trainings and publicity and social media. • The Lanark County Community Justice Program offers restorative justice programming to help with healing and to reduce recidivism. • The Intersections program through RNJ Youth Services provides early intervention for police-involved youth. • The Triple P Parenting program has led to universal messaging and approach to parenting and is offered through various organizations. • Trauma-informed approaches have been implemented in a wide range of organizations. • The Lanark County SADV Hospital Program covers all of Lanark County and all demographics, including elder abuse. Workers meet clients where they are and can help with transportation. • The Violent Threat Risk Assessment (VTRA) Program is incorporated in school boards and is an early intervention tool to help support students so their behaviour does not become violent to others or cause self-harm. • Community partners have demonstrated an ability to convene quickly to ensure a collaborative response to crisis issues. The Lanark County Situation Table has been a venue for this kind of collaboration. 	
Risks/Issues	
<ul style="list-style-type: none"> • In his “Needs and Resilience of Children and Families in Eastern Ontario” report, Robert Fulton said “crime and violence are significant risk factors for adverse outcomes affecting the children in the families involved. Families get enmeshed in crime as victims and at the home where the offender lives. This means that crime touches a large segment of society, especially in high crime areas” (p. 26). He highlighted the rate of adults charged with a crime over the past five years in Lanark County. Based on a rate of per 100,000 adults charged, Perth is slightly above the provincial average, and Smiths Falls is well above. • Participants in the Lanark County Child and Youth Services Collaborative Focus Group raised concerns regarding bullying. This was later echoed in discussions and events surrounding a community response to the murder of a young person in Perth in late 2024. • The CSWB Advisory Committee identified a need for all community agencies to adapt a trauma-informed approach when working or dealing with issues of violence against persons. 	

Goal	Measure	Strategy
<ul style="list-style-type: none"> • Reduce the incidence of crime victimization in general and in specific populations 	<ul style="list-style-type: none"> • Rates of child abuse • Rates of elder abuse • Rates of violent crime • Rates of adults charged (to monitor adverse outcomes for children and families) 	<ul style="list-style-type: none"> • Continue to support use of early intervention programs for youth, such as Intersections. • Use restorative justice as a mechanism to reduce recidivism. • Advocate for longer-term grants for preventive programs.

		<ul style="list-style-type: none">• Encourage trauma-informed approaches when working with both victims and perpetrators; seek ways to enhance trauma-informed trainings/supports where needed.• Increase education about the cycle of violence across sectors.• Advocate for more investment in sectors such as child welfare, mental health, etc.• Support and enhance education around elder abuse, scams, fraud, etc.
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PRIORITY POPULATIONS AND DIVERSITY THEME

OUTCOMES

↳ Lanark County and Smiths Falls is a community of opportunity and equity for its diverse populations.

PILLAR: Children and Youth
Assets
<ul style="list-style-type: none">• Family and Children’s Services of Lanark, Leeds and Grenville (FCSLG) has access to important data that may inform the community on needs of their clients and families. As well, their Ready Set Go program increases the age for youth to stay with the agency up until 23 years from 21, with funds for support and a focus on employment, education and mental health outcomes.• The Upper Canada District School Board (UCDSB) and the Equity and Diversity Team has the Champions for Kids Program to support children and families for help outside of school, i.e., eyeglasses/hockey equipment. It also offers stability support for children in care, psychiatric evaluations, 2SLGBTQ1A+ ongoing work in creating safe places for kids, and equity work around education, what's appropriate in school and beyond in the community and society (Partner Day).• The health unit offers the Healthy Babies Healthy Children program, which provides home visits. The Almonte Hospital offers support for breastfeeding (Partner Day).• There are five youth centres in Lanark County and Smiths Falls, including Mississippi Mills Youth Centre, Lanark Highlands Youth Centre, YAK Youth Services (Perth), Big Brothers Big Sisters Lanark County (Smiths Falls) and Carleton Place Youth Centre. They serve youth from all local municipalities and some on the border of Lanark County. In its report “Making a Difference 2023” to the Lanark County Community Services Committee, the Lanark County Youth Centre Coalition indicated from January to October 2023, the combined total of youth served was 9,720. The coalition has completed several joint projects, including food security and nutrition, learning loss, increasing youth centres’ service delivery capacity, and a 2SLGBTQIA+ rural youth toolkit, along with special events (Lanark County Community Services Committee, 2023).• The Lanark County Community Justice (LCCJ) Program runs a Triple P Parenting of Teens course with funding from the Perth and District Community Foundation and in partnership with FCSSLG. LCCJ reports parents say they feel like they are not alone in their parenting when they are part of this group.• The Perth Community Services Hub opened in 2021, co-locating YAK Youth Services and the youth centre, LCCJ, Perth Fire Services, a satellite library of Perth and District Union Public Library, counselling with Open Doors for Lanark Children and Youth, Queer Connection Lanark and Second Harvest (surplus food). A shuttle service to the centre is available and dinner is served nightly at the youth centre.• In 2021, the Lanark County Youth Centre Coalition had external consultant Joanne Wells complete the “Shared Future” report on increased collaboration between youth centres. Recommendations are being implemented, including regular meetings between executive directors and program coordinators to share resources, data, best practices, program ideas and to collaborate on joint projects. The coalition reports stigma about youth centres has been reduced, all centres have excellent reputations and they have worked on educating respective communities on services they provide and calibre of staff.

- Planet Youth Lanark County (PYLC) uses an approach developed in Iceland to identify and establish long-term, community driven strategies that promote positive social and environmental change. Lanark County was the first community in Canada to adopt the approach. In 2022 and 2024, Grade 10 students were surveyed at schools across Lanark County on topics around substance use, peer groups, family, leisure and school. Results are leading to strategies to enhance safety and well-being. PYLC partners with leaders in education, health care, local government, police services and more to make evidence-based recommendations. It is working closely with local youth centres and also provides opportunities for engagement and education with the community.

Risks/Issues

- FCSLLG has repeatedly noted there is a lack of services for children and youth with complex needs in this area. When parents are unable to access the needed care, it lands families on FCS's doorstep. The Agency Survey noted a lack of foster/kin providers for high risk/complex youth.
- Open Doors for Lanark Children and Youth notes there is a recognized gap in service for children/youth with complex needs in terms of the availability of live-in treatment resources and out-of-home respite service. Step Up Step Down is a live-in treatment program for youth ages 12 to 17 with complex mental health needs, but as of Fall 2024 there were only four beds across the former Champlain LHIN region, which makes it difficult to access. Often children requiring live-in treatment receive it at Child and Parent Resource Institute in London, Ontario. Psychiatric consultation is easier to access, but ongoing psychiatric service is rare. The local needs for high-risk children overwhelm resources available. A large number of children and youth who present complex special needs are supported in the community through single plans of care delivered through multiple organizations, which places significant time and labour demands on local organizations. If high-intensity resources were more readily available, there would be less time spent locating and negotiating service and more time delivering service (Clouthier, 2024).
- The Lanark County Situation Table Annual Report (2023 & Jan. 1-May 31, 2024) indicated the number of family referrals began increasing in 2023. Between 2015 and mid-2024, more than half of individual referrals to the situation table have been for youth ages 12 to 24 years (this does not include family referrals). In 2023, one-third of referrals involving individuals were youths ages 12 to 17. This age range also figured prominently in family referrals from 2025 to mid-2024 and during the pandemic specifically.
- The Lanark County Youth Centre Coalition delegation report "Making a Difference 2023" notes rural youth are more likely to experience lower levels of supervision, have academic challenges, a lack of transportation, increased use and access to drugs and alcohol, increased rates of poverty, and higher mental health challenges (isolation, depression, self-harm and suicidal ideation).
- At Partner Day, participants expressed concern about overt, casual racism, specifically within high school, and that youth are not feeling included, thus will not likely stay in this community once they graduate.
- In the Council/Police Services Board (PSB)/Community Policing Advisory Committee (CPAC) Focus Session, participants suggested more resources for young families are needed and proposed finding some balance with needs of children and child care.
- In the Lanark County Child and Youth Services Collaborative (LCCYSC) Focus Group, Lanark County Community Justice indicated youth are reporting alienation and bullying, which is

leading to crime and charges (assault, harassment, online distribution of intimate images, sexual assault, gender-based violence and harassment, etc.).

- At the LCCYSC Focus Group, a number of key pressures for children and youth were identified by participants, including social difficulties (navigating conflict); academic challenges (learning and time management); mental health (healthy relationships, overwhelm); risk of child exploitation, sexual assault and violence; social media engagement; peer pressure (e.g., vaping, relationships); gender diversity expression and support; poverty; family stress; overscheduling; and body image. Identified gaps include wait times to discuss mental health issues or having to see multiple people and retell the same story, developmental gaps, parents being unsure where to get help (system navigation, wait lists, expensive alternatives), and gaps in school supports.
- FCSSLG reports a crisis in Family and Children’s Services, including a shortage of appropriate places for children to address mental health and trauma needs when in care, as well as the complexity and intensity of mental health and addictions needs for adults and children. Staff burnout is another issue (CSWB Advisory Committee Meeting, Feb. 29, 2024).
- In a presentation to the Lanark County Community Services Committee in June 2024, FCSSLG said more than half of all societies, including FCSSLG, are in deficit. For Lanark, Leeds and Grenville, demographic indicators for adverse outcomes are above provincial averages according to the 2023 Fulton Report and there is a higher demand for child welfare services than the ministry socio-economic factors indicate (according to the funding formula). Total investigations opened/closed in 2023/2024 for FCSSLG was 1,382, with 40% of those in Lanark County. Challenges include foster family recruitment, lack of placements and extraordinary costs for complex special needs children, attracting volunteers and continuing budget cuts.
- Robert Fulton’s report (2023) highlighted a number of adverse risk factors for children in Lanark, Leeds and Grenville (LLG), especially for lone-parent families. Data shows 14% of the families in LLG are lone parents, with the highest concentration in Smiths Falls (25% of families) and Perth (21%). He found indications they may not be receiving equitable access to the health unit’s Health Babies Healthy Children (HBHC) program. Other risk factors identified as part of the HBHC caseload include the number of mothers/infants with no primary care provider (3.1% of the caseload) and the number of parents or partners with a disability that risks compromising parental capacity (1% of the caseload). Fulton outlined eight adverse outcomes at the public health unit level, including all causes of death, preventable death, suicide, intentional injuries (ages 0-19), injuries due to assault (ages 0-19), hospitalization for neurotrauma injuries (ages 0-19), mental health conditions entirely caused by alcohol (all ages), and rate of adults charged with a crime. “The first obvious finding is that Leeds & Grenville and Lanark exceed the provincial average on all adverse outcomes.” He said “there is considerable evidence of concentrated disadvantage in the Census database. Moreover, the same areas of disadvantage are experiencing higher levels of adverse outcomes. The areas of concentrated disadvantage include: (1) The Leeds & Grenville and Lanark Public Health Unit (2) Cornwall (3) Hawkesbury (4) Brockville (5) Prescott (6) Smith Falls (7) Perth” (p. 37).

Goal	Measure	Strategy
1. Children and youth are supported in the community	<ul style="list-style-type: none"> • Sense of belonging survey (Planet Youth Lanark County) • School board surveys • Other feedback 	<ul style="list-style-type: none"> • Evaluate system navigation, opportunities to intervene earlier, and availability of complex care services to prevent children and youth from needing to be in Family

		<p>and Children’s Services care – provide advocacy and look for opportunities within community.</p> <ul style="list-style-type: none"> • Support efforts to recruit foster families and kin providers. • Support efforts by community partners (e.g., youth centres and Planet Youth Lanark County) to engage with youth and address risks/barriers associated with living in a rural community. • Collaborate with schools to address issues of overt and casual racism, homophobia, misogyny, bullying, etc. in schools to encourage youth and families to stay in community. • Seek opportunities to increase community resources for children, youth and families. • Seek opportunities for collaboration between schools and community partners to provide supports for youth related to topics such as navigating conflict, addiction, academic challenges, healthy relationships, mental health, child exploitation, body image, social media, gender diversity, familial stress, and more. • Work to address issues around basic needs in order to further support families. • Help parents to establish connection with services that can help.
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PILLAR: Seniors and Elderly
Assets
<ul style="list-style-type: none"> • The Perth Enrichment Program supports seniors to stay in their own home and supports caregivers while awaiting long-term care. They work to facilitate conversations with physicians to make it easier for elderly persons to access care. The Caregiver ID project with the Ontario Health Team recognizes and validates the contribution caregivers are giving to community and family, as well as to highlight who to check in with (Partner Day). • Local hospitals work to ensure a smooth transition for elderly in the community by having a care plan when coming out of hospital.

- Home Hospice North Lanark serves adults with declining health and their caregivers in the communities of Almonte, Carleton Place, Appleton, Clayton, Beckwith, Blakeney, Pakenham and the surrounding areas. It delivers services to where clients live. It also offers public education, events and resources, and grief and bereavement support. Their registered nurse can help to determine how they can help best. In the south end of the county, The Hospice Hub serves those who use the Perth and Smiths Falls District Hospital. It is a community-led initiative providing comprehensive, compassionate and integrated services to provide home support for those at end-of-life and their families and caregivers, as well as bereavement support. Both Home Hospice North Lanark and The Hospice Hub have engaged with Queer Connection Lanark to offer their volunteers an awareness session on 2SLGBTQI+ community members.
- Tay Valley Township is working towards becoming an age-friendly community as the majority of residents are over the age of 55 and the median age in Tay Valley is expected to increase over the next several years. It developed its Age-Friendly Community Planning Report in 2017 along with a working group to provide recommendations to council on how best to implement the report. The plan explores factors such as housing, transportation, and health and social inclusion (Tay Valley Township, 2021).

Risks/Issues

- A focus group with members of the Successful Aging Advisory Committee (SAAC) identified pressures such as a need for more hospice, reliable communications following the breakdown of small newspapers and online news restrictions, overlapping boundaries, inequity in services and availability of funding across the legacy lens, and risks around working in silos to reduce duplication of services and increase efficiency in serving the community.
- Home Hospice North Lanark cited pressures around funding, volunteer recruitment and retention, and increasing demand. They need to be able to afford trained staff such as nurses and RPNs to do what people need. Their client base jumped over 1,000% in last two years (to 2023). Accessing ministry funding is difficult and community fundraising competes against hospital fundraising (SAAC Focus Group).
- The “kin-less” society is a risk – when people have no one (e.g., no spouse, children or siblings nearby) to help make decisions or help navigate the health-care system. Sometimes both a client and the caregiver have dementia and it is hard to get accurate information from them (SAAC Focus Group).
- Staff shortages and the need for more personal support workers (PSWs) is a continuing pressure. Wages are low, which creates retention issues. PSWS are critical for helping people to stay in their homes. A need for more volunteers was also highlighted (SAAC Focus Group).
- At the Council/PSB/CPAC Focus Session, councillors noted more seniors may be staying in their home in rural areas because there is nowhere affordable or nothing available for them to go to. This results in some seniors being overhoused. Older residents often choose to move to places with public transportation or family support when faced with medical issues.

Goal	Measure	Strategy
1. Seniors and elderly are supported in the community	<ul style="list-style-type: none"> • Community and agency surveys • Increased number of volunteers 	<ul style="list-style-type: none"> • Support efforts to increase volunteer recruitment and retention in this sector.

	<ul style="list-style-type: none"> • Development of municipal age-friendly community plans 	<ul style="list-style-type: none"> • Advocate for increased funding to support staffing (e.g., RPNs, PSWs) and examine ways to pool resources. • Develop strategies to support kin-less seniors in community (e.g., around decision making). • Explore creating more age-friendly communities in Lanark County.
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PILLAR: Indigenous	
Assets	
<ul style="list-style-type: none"> • Family and Children’s Services of Lanark, Leeds and Grenville (FCSLLG) indicated it is working with Indigenous supports and partnering with local Indigenous members to help youth to reconnect in a safe way with their culture (Partner Day). • Steps have been taken to incorporate Indigenous history and culture into school curriculum. • Numerous community partners have included or embedded cultural competency training into their operations. Information sharing about available Indigenous supports is ongoing with increased networking. • The Perth Family Health Team (PFHT) has an Indigenous Care Navigator who accepts referrals from all local service providers, health professionals and self-referrals. Services (with client consent) include counselling, system navigation and resourcing for Indigenous service users, needs assessments, accompaniment to appointments, advocacy, consultation with clinicians, reduction of barriers to healthcare for the Indigenous population, assistance with connection to community, promotion of cultural safety in PFHT, networking, and participation in equity, diversity, inclusion and justice groups. • Community-based groups such as Mississippi Mills All My Relations and Lanark County Neighbours for Truth and Reconciliation work to restore relations between Indigenous and non-Indigenous people and to provide education about the Indigenous history of Lanark County. • Ginawaydaganuc Village was founded in 2022 in Almonte and is a multi-tribal Indigenous-led non-profit dedicated to building an Elder’s lodge and an eco-sensitive educational and tourist centre. It is “committed to creating opportunities that pave the way for the next seven generations” (Ginawaydaganuc Village, 2024). 	
Risks/Issues	
<ul style="list-style-type: none"> • In a presentation to the Lanark County Community Services Committee in June 2024, FCSLLG reported Indigenous and Black children continue to be over-represented in the child welfare system. They are working on addressing this through the Truth and Reconciliation Commission Calls to Action and 11 race equity practices while providing a quality service that improves outcomes for all the children and youth they serve. • At Partner Day, a lack of consistency, availability and awareness of cultural supports for the Indigenous population was cited as a gap. • Robert Fulton’s report (2023) noted Indigenous and other groups experience many more adverse outcomes than others. “Variables such as race, ethnicity, family structure are not causes of adverse outcomes. It is what happens to these groups that produce the bad outcomes” (p. 6). Indigenous people were less likely to report positive mental health than non-Indigenous (53.2% compared to 64.3%) (p. 35). In 2016, there was a Special Census Profile of people identifying with the Indigenous community. In the presentation that accompanied his report to Every Kid In Our Community (Community Data Predicts Adverse Outcome), Fulton 	

reported on the higher rate of Indigenous children living in foster care and indicated a lower percentage of Indigenous children are growing up in an intact family, with higher percentages living with stepfamilies or lone parent homes. He highlighted two aspects of housing stress – major repairs needed and unaffordability – which were two times more prevalent among Indigenous households. Indigenous households in jurisdictions he identified as being centres of concentrated disadvantage shared the same stressors, but to a great degree. Forty-one per cent of Indigenous households in high-risk communities spend too much on shelter. He indicated hidden unemployment is between 1.5 and 2 times more likely for Indigenous people. In Smiths Falls, for example, the rate for Indigenous people is 35.7% compared to 28.8% for the non-Indigenous population; in Drummond/North Elmsley the rates are 40% versus 16.3% and in Tay Valley it is 47.8% versus 16.4%. The statistics showed a higher percentage of Indigenous people do not attain educational standing beyond high school. Five of the six locations in Lanark, Leeds and Grenville (Smiths Falls and Perth in Lanark County) that Fulton indicated as having concentrated disadvantage on the general census also showed higher rates of risk factors, stressors and low income on the Indigenous profiles (Fulton, 2023).

- There has been a lack of follow-through on the Truth and Reconciliation Commission Calls to Action, with more items municipalities specifically can do (McDermott, 2025).

Goal	Measure	Strategy
1. Indigenous Peoples are supported in the community	<ul style="list-style-type: none"> • Consultation for feedback • Community and agency surveys 	<ul style="list-style-type: none"> • Evaluate available cultural supports, determine gaps and communicate resources across all sectors so that clients can be supported. • Incorporate Calls to Action into activities. • Work to establish or enhance cultural competencies in municipalities and community organizations. • Work with Lanark County IDEA Committee to identify gaps and strategies.

PILLAR: 2SLGBTQIA+

Assets

- Queer Connection Lanark County works to increase the visibility of the 2SLGBTQIA+ community and is represented on several local committees and advisories. It has been active in Lanark County since 2014 and built upon the work of LGBT Lanark County and LGBT Lanark County Civitan. It continues to work with others to keep Lanark County a welcoming community for people of all genders and orientations.
- The Upper Canada District School Board works towards “reducing achievement gaps and improving learning outcomes for all students, regardless of class, gender, race, ethnicity, disability, sexual orientation and other historical forms of marginalization.” Additional actions and strategies seek to eliminate systemic racism that still exists in society, as well also other forms of discrimination (Upper Canada District School Board, 2025).
- The Catholic District School Board of Eastern Ontario is “committed to supporting the dignity, worth and safety of our 2SLGBTQIA+ students....The Board’s strategic priorities include a commitment to nurturing safe and including learning environments where every student and

<p>every member of our community is welcomed, valued and respected” (Catholic District School Board of Eastern Ontario, 2025).</p> <ul style="list-style-type: none"> • PRIDE continues to be promoted in communities. Many communities and agencies host events to support PRIDE activities. The Transgender Day of Remembrance in Perth experienced its largest turnout in its history in November 2024. • The Perth and District Community Foundation (PDCF) is project focused and offers small grants, community conversations, vital conversations and promotes belonging and all its forms. Its mission is to build and strengthen communities across diversity, through community conveyor activities, conversation and building strategies (Partner Day). PDCF has funded Queer Connection Lanark for two projects: a speaker series and support for the launch of the film “Lanark County Voices...There’s a Place for Me Here,” in which 13 2SLGBTQIA+ community members are interviewed.
<p>Risks/Issues</p> <ul style="list-style-type: none"> • At Partner Day, participants flagged discrimination for youth with disabilities, both visible and invisible, and for 2SLGBTQIA+ communities as issues (Partner Day). • A rise in hate speech against 2SLGBTQIA+ students and community members was noted following the murder of a youth in Perth in late 2024. Community collaboration efforts worked to address this issue and statements were issued by many groups, but more work needs to be done to combat this at its roots.

Goal	Measure	Strategy
<p>1. 2SLGBTQIA+ people are supported in the community</p>	<ul style="list-style-type: none"> • Community and agency surveys • Consultation and feedback • Number of new programs • Participation in programs 	<ul style="list-style-type: none"> • Work with community partners to increase 2SLGBTQIA+-specific expertise, access and outreach. • Encourage parents of 2SLGBTQIA+ children to establish a parent-to-parent support group. • Increase education related to hate speech, violence and actions; incorporate accountability and restorative practice in dealing with issues. • Engage more and provide education around being a welcoming and safe community. • Work with QCL and Lanark County IDEA Committee to identify gaps and strategies. • Promote and encourage community partners to be more visibly engage, i.e., by participating in Pride parade.

PILLAR: New Canadians and Immigrants

Assets

- The Local Immigration Partnership (LIP) “aims to strengthen the role of local communities across Lanark and Renfrew counties in integrating and serving our newcomer population.” It is funded by Immigration, Refugees and Citizenship Canada and works to bring together service providers, settlement agencies, community groups, employers and key municipal organizations to support newcomers. In Lanark and Renfrew, the work is administered by Algonquin College’s Pembroke Campus. LIP conducts research to identify challenges that prevent newcomers from fully participating in communities and locates new opportunities to help newcomers settle in rural areas. There is a LIP Advisory Council with a wide range of membership and a strategic plan that has four priorities: creating connections, building trust, employer outreach and support, and community-integrated learning. Services include facilitation, knowledge sharing, research and mentoring (Local Immigration Partnership Lanark & Renfrew, n.d.).
- The Rural Community Inclusion Pilot Project is a collaborative initiative between Lanark and Renfrew counties funded until March 2026 by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) Rural Economic Development (RED) program. Its mission is “to create a more inclusive, diverse and economically vibrant community by connecting local businesses with skilled newcomers and fostering a welcoming environment.” There is a shared Settlement and Recruitment Coordinator who works to connect local businesses with newcomers who are seeking opportunities (Lanark County, 2025).
- Community-based groups throughout Lanark County have worked to assist refugees to settle in local communities.
- Fulton’s report states “new immigration is a powerful asset for the community. It directly increases wealth and job creation. New immigrants also bring in a new perspective on hardship to the long-term residents of Ontario. Municipal jurisdictions that are geographically isolated and have little mobility and zero immigration are at risk of higher levels of resentment, anger, and despair about their situation in life” (p. 33).
- The Table Community Food Centre has Community Navigators who connect people to resources. They have seen new Canadians accessing services and worked on an equity and diversity action plan – Equity Walk (Partner Day)
- In 2024, Lanark County conducted the “Land in Lanark” campaign with Valley Heartland Community Futures Development Corporation, which aimed to position the county as the top choice destination for newcomers seeking relocation and employment opportunities. This was a six-week digital campaign that focused on health-care professionals and skilled trades workers in the Greater Toronto Area, Ottawa and suburbs of Montreal. There was good engagement and follow-up, resulting in 96 referrals to a range of employment opportunities (Lanark County Media Release, Dec. 4, 2024).

Risks/Issues

- Agencies at Partner Day identified a need for more support for new Canadians and immigrants, including transportation or access to services that may be offered in Ottawa, more local English as a Second Language training, systems navigation information, improved community awareness to help them participate and help for parents to support home life and make referrals if needed.
- At the Lanark Child and Youth Services Collaborate Focus Group, the Local Immigration Partnership identified a range of pressures and challenges immigrant children may face as they adapt to their new environment, including language and cultural barriers, educational

challenges, discrimination and social exclusion, settlement and integration, and family separation and reunification. Their mental health can be affected by adapting to a new culture and society, language barriers, discrimination and racism, family dynamics and adjustment, traumatic experiences, limited social support networks, and barriers to accessing mental health services.

- In the Agency Survey, among the services noted that were not available in some situations were facilitators and interpretation, and culturally specific organizations and services.
- At the Council/Police Services Board/Community Policing Advisory Committee Focus Session, councillors noted a gap in new Canadians not feeling as if they belong and struggles with getting basic needs met. There is a need to ensure people are getting connected as demand increases.

Goals	Measure	Strategy
<p>1. New Canadians and immigrants are welcomed and supported in the community.</p>	<ul style="list-style-type: none"> • More newcomers arrive and stay. 	<ul style="list-style-type: none"> • Develop strategies to increase participation of these populations in community events (determine why they are or are not participating), including strategies to break down the isolation with those who identify from the 2SLGBTQIA+ community. • Work with the Local Immigration Partnership and community partners to communicate services, supports and system navigation for newcomers. • Assess needs related to a trauma-informed approach with newcomers and work to identify and eradicate barriers encountered (e.g., language/lack of local interpreters, cultural stigma); share strategies with partners. • Work with Lanark County IDEA Committee and community partners to identify gaps and strategies.

PILLAR: Accessibility
Assets
<ul style="list-style-type: none"> The <i>Accessibility for Ontarians with Disabilities Act (AODA)</i> aims to identify, remove, and prevent barriers for people with disabilities. It applies to all levels of government, non-profits, and private sector businesses in Ontario that have one or more employees (full-time, part-time, seasonal, or contract). The Act specifies requirements organizations must meet depending on their type and size (<i>Accessibility for Ontarians with Disabilities Act, 2005</i>). Lanark County formed an Inclusion, Diversity, Equity and Accessibility (IDEA) Committee in 2024 that includes representatives from municipalities, community partners and stakeholders from the community.
Risks/Issues
<ul style="list-style-type: none"> Community partners participating in Partner Day noted discrimination faced by youth with disabilities, both visible and invisible. The Rural Fetal Alcohol Spectrum Disorder (FASD) organization highlighted a gap for people with disabilities as there are limited FASD practitioners in the region. This includes accessibility, (emotional self-regulation, sensory, executive functioning) (Partner Day). Senior-serving agencies have highlighted the importance of affordable hearing aids as hearing loss can contribute to memory issues. Hearing aids are not funded leaving some individuals at a disadvantage.

Goal	Measure	Strategy
1. People with disabilities are supported in the community	<ul style="list-style-type: none"> Community and agency surveys Consultation and feedback 	<ul style="list-style-type: none"> Ensure accessible locations for services (both visible and non-visible). Work with Lanark County IDEA Committee, community partners, Accessibility Committees and stakeholders to identify gaps and strategies. Encourage community at large to address the need for improved accessibility.

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- Council/Police Services Board/Community Policing Advisory Committee Focus Session, Nov. 15, 2023
- Elaine Murkin, Advisory Committee Member Interview re: Leeds, Grenville & Lanark District Health Unit, Oct. 3, 2023
- Jodi Empey, CSWB feedback from Smiths Falls Police Service, Nov. 6, 2023 [email]
- Kevin Clouthier. (Oct. 10, 2024). [e-mail re: Open Doors for Lanark Children and Youth data]
- Lanark County Child and Youth Services Collaborative Focus Group, June 8, 2023
- Larry McDermott, Advisory Committee Member Interview re: Indigenous issues, Jan. 2, 2025
- Mississippi Mills Library Board meeting [CSWB Coordinator presentation], April 10, 2024
- Partner Day, Nov. 14, 2023
- Rachel Roth. (September 20, 2023). CSWB plan progress update and media release. [email re: youth centres update].
- Sexual Assault/Domestic Violence Advisory Committee for Lanark County Focus Group, Nov. 9, 2023
- Successful Aging Advisory Committee Focus Group, Oct. 26, 2023

Committees, Boards and Working Groups:

- Community Crisis Response Group (formed in response to murder in Perth)
- Community of Practice for Situation Tables (Ontario)

Community Safety and Well-being Advisory Committee meetings (relevant to plan update): March 16, 2023; Sept. 11, 2023; Nov. 30, 2023; Feb. 29, 2024; Nov. 25, 2024; Feb. 10, 2025.

Lanark County Child and Youth Services Collaborative

Lanark County Situation Table

Planet Youth Lanark County Working Group

Provincial Coordinators Network - Violence Against Women Coordinating Committees

Sexual Assault/Domestic Violence Advisory Committee for Lanark County

Successful Aging Advisory Committee

United Way East Ontario. (March 4, 2023). *UWEO Community Impact Cabinet Meeting: the future of volunteerism & community well-being.*

Vital Signs Working Group – Perth & District Community Foundation

BY-LAWS

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-002

MAXIMUM GROSS VEHICLE WEIGHT ON MUNICIPAL BRIDGES

WHEREAS, Section 123 (2) of the *Highway Traffic Act*, R.S.O. 1990, c. H.8, as amended, provides that a municipality or other authority having jurisdiction over a bridge may by by-law limit the gross vehicle weight of any vehicle or any class thereof passing over the bridge;

WHEREAS, it is deemed advisable to reduce the gross vehicle weight on certain municipal bridges based on the evaluation conducted by engineers during the bi-annual bridge inspection;

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 Maximum Gross Vehicle Weight on Municipal Bridges, 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 By-Law No. 2021-009 is hereby repealed.

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.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-002**

4. EFFECTIVE DATE

ENACTED AND PASSED this 25th day of February, 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-002**

SCHEDULE "A"

BRIDGE	ROAD	TRIPLE LIVE LOAD POSTING (expressed in tonnes)*
Anderson Side Road	Anderson Side Road	14, 25, 35
Bowes Side Road	Bowes Side Road	15, 30, 40

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-003

CIVIC ADDRESSING POLICY

WHEREAS, Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

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 Civic Addressing Policy, 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-LAWS RESCINDED

3.1 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

ENACTED AND PASSED this 25th day of February, 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-003**

SCHEDULE “A”

SUBJECT: CIVIC ADDRESSING - POLICY

1.0 PURPOSE

To provide a uniform policy for assigning civic addresses throughout the Municipality.

2.0 LEGISLATIVE AUTHORITY

2.1 Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public.

3.0 SCOPE

3.1 This policy applies to Roads within the Municipality.

3.2 This policy shall be read in conjunction with the following:

- Road Naming – Policy
- Official Plan
- Zoning By-Law
- Road Addressing and Parcels Project – Policy
- Road Addressing and Parcels Project – Procedure

4.0 DEFINITIONS

4.1 “**Existing Farm Entrance**” – shall mean an existing access point to a property from a Road that does not have an approved entrance permit and was constructed prior to amalgamation in 1998 that has historically been used to access vacant property for agricultural or forestry purposes.

4.2 “**Lanark County**” – shall mean the Corporation of the County of Lanark.

4.3 “**Municipality**” – shall mean the Corporation of Tay Valley Township.

4.4 “**Road**” – shall mean a Public or Private Road.

- 4.5 “Private Road”** – shall mean a right of way (easement), that was in place prior to 2002 (as of 2002 no new Private Road can be created in the Municipality unless created under the *Condominium Act, 1998*), that provides access to two or more properties but does not include a common lot line shared entrance as defined by the appropriate road authority. For greater clarity, a driveway is an access originating from a Public or Private Road that is wholly within one property (except for a portion that may be approved as a common lot line shared entrance). If an access crosses onto a second property or acts as the access for a second property, including a water access only property, it is a Private Road.
- 4.6 “Public Road”** – shall mean a road owned by the Province of Ontario, Lanark County or the Municipality that has been assumed for maintenance purposes, but also includes Public Unassumed Privately Maintained Roads.
- 4.7 “Public Unassumed Privately Maintained Road”** – shall mean a road owned by the Municipality that has not been assumed by the Municipality for maintenance purposes and generally has not been brought up to municipal standards and is maintained by a private individual, organization, or company rather than the Municipality.

5.0 PROPERTY NUMBERING

- 5.1** All properties on a Road must have a civic address for emergency response purposes.
- 5.2** Without exception, there shall be no duplication of a civic address within the geographic boundaries of the Municipality.
- 5.3** Numbers shall be a maximum of six (6) characters in length and a leading zero (0) or alpha character cannot be used.
- 5.4** The frontage interval shall be five (5) metres, which means that a different civic address number is available, (but not necessarily used) every five (5) metres linearly along a Road.
- 5.5** The numbering system should progress consecutively along the length of the roadway.
- 5.6** Even numbers shall be located on the south and west side of the Road.
- 5.7** Odd numbers shall be located on the north and east side of the Road.
- 5.8** The beginning of the Road to the centre of an entrance (driveway) is used as the starting point to measure individual properties for a civic address number, except for island properties and water access properties.

5.9 Civic address blades shall be blue with white numbering, except for farm entrances.

5.10 Boundary Roads

5.10.1 For Roads with the same name that enter the Municipality from an adjacent municipality, the addressing must be continuous along the entire length of the Road.

5.11 Multiple Dwellings

5.11.1 Multiple dwellings which have direct access to the Road for each unit, will be assigned a separate civic address number for each unit.

5.11.2 Multiple dwellings that do not have direct access to the Road for each unit will be assigned one (1) civic address number, and the individual units shall be identified by their unit number as assigned by the owner.

5.12 Trailer Parks and Campgrounds

5.12.1 A trailer park or campground will be assigned one (1) civic address number, and the individual units shall be identified by their unit number as assigned by the owner.

5.13 Islands

5.13.1 The Municipality's Zoning By-Law requires that Islands have a deeded parking space on the mainland.

5.13.2 The deeded parking space shall have the same civic address as the island.

5.13.3 The civic address for islands shall be the civic address for the deeded parking space.

5.14 Water Access Only Properties

5.14.1 The Municipality's Zoning By-Law requires that water access only properties have a deeded parking space on the mainland.

5.14.2 The deeded parking space shall have the same civic address as the water access only property.

5.14.3 The civic address for water access only properties shall be the civic address for the deeded parking space.

5.15 Existing Farm Entrances

- 5.15.1 Civic address blades for Existing Farm Entrances shall be green with white numbering.
- 5.15.2 Farm civic address numbers shall not be used as a mailing address.
- 5.15.3 The approval of a farm civic address number does not automatically permit further use or development of the property.
- 5.15.4 The approval of a farm civic address number does not provide approval for an entrance permit, does not mean the Existing Farm Entrance meets the requirements to obtain an approved entrance, and it does not guarantee that the Existing Farm Entrance is safe or adequate for emergency services.
- 5.15.5 If the property owner wishes to make any changes to the Existing Farm Entrance or change the use of the Existing Farm Entrance, the property owner must submit the applicable entrance permit application.

6.0 GENERAL REQUIREMENTS

6.1 For the Municipality to open a civic address file:

- 6.1.1 A civic address application must be received by the Municipality, along with the required fee and deposit as outlined in the Tariff of Fees for the Municipality; or
- 6.1.2 An entrance permit on a Provincial or County Road must be received; or
- 6.1.3 As part of a building, planning, septic, entrance permit, road naming or other application it is determined that a civic address should have been assigned or is to be assigned; or
- 6.1.4 The civic addressing is initiated by the Municipality (the Municipality is the applicant).

6.2 The Municipality shall not conduct any work related to the assignment of a civic address until a file is opened.

7.0 PROCEDURE

7.1 Open File

- 7.1.1 A file will be opened when:

- 7.1.1.1 An Application is received:
 - i) The applicant/property owner shall submit an application on the required form to the Public Works Department.
 - ii) The applicant/property owner shall submit with the application a non-refundable fee as outlined in the Tariff of Fees for the Municipality, to cover administrative and other costs such as civic address number blade and post costs.
- 7.1.1.2 A building, planning, septic, entrance permit, road naming or other application is submitted. (Note: a civic address application may still be required).
- 7.1.1.3 Initiated by the Municipality.

7.2 Legal Review

- 7.2.1 The Municipality shall conduct a legal review to confirm legal access, if applicable, and road frontage or if the property is island or water access only and has a deeded parking space.
- 7.2.2 The Municipality shall obtain the current information registered on title.
- 7.2.3 The applicant/property owner shall be responsible for all costs related to the legal review.

7.3 Site Visit

- 7.3.1 The Municipality shall conduct a site visit to verify what is physically onsite with the legal information obtained.
- 7.3.2 The applicable measurements shall be taken during the site visit to determine the civic address number.

7.4 Requirement for Other Applications

- 7.4.1 For properties on Public Roads, an entrance permit is required.
- 7.4.2 In some instances, obtaining legal access and naming of a road may need to occur before the assignment of a civic address.

7.5 Acceptance of Application

- 7.5.1 Once the legal review, site visit and other applications, if applicable, have been completed and all costs paid, the application will be approved and processed.

7.6 Rejection of Application

7.6.1 If the application is rejected, the Township will notify the applicant in writing and state the reasons for rejection.

7.6.2 If no work has been conducted, the fee will be refunded.

7.6.3 If work has been conducted, the fee will be refunded minus the amount to cover the work that has been conducted.

8.0 ISSUANCE OF PERMITS, LICENSES OR APPROVAL OF APPLICATIONS

8.1 No permit, license or other application approval shall be granted for a property until the Township has assigned a civic address under the requirements of this policy.

9.0 INSTALLATION OF CIVIC ADDRESS SIGNS

9.1 The Municipality shall complete the initial installation of the signpost and the civic address number blade for each property within the Municipality to ensure that the installation meets the standard of this policy.

9.2 Notwithstanding 9.1 above, the applicant/owner shall be responsible for the installation of the signpost and the civic address number blade for an island or water access only property.

9.3 The number blade shall be placed on the signpost at a height of not less than 1.2 metres (47 inches) and not greater than 1.7 metres (67 inches) above grade.

9.4 Posts shall be installed in a uniform manner 1.5 metres from the driveway entrance and two (2) or more metres from the shoulder of the Road.

9.5 Civic address number signs shall be clearly visible to oncoming traffic from both directions and not interfere with road maintenance.

9.6 Where a sign and number blade cannot be erected in conformity with the requirements of this policy, due to unusual conditions or circumstances, the Public Works Manager is hereby authorized to determine, in consultation with the owner of the property, a suitable alternative location or arrangement that best complies with the requirements of this policy, and thereafter the sign post and number blade shall be erected and maintained in the manner agreed to.

9.7 Civic address number signs installed at island and water access only properties shall be installed by the owner on the dock if it is permanent, or firmly mounted on the shoreline in stable ground, and the sign must be clearly visible and maintained at all times.

10.0 MAINTENANCE OF CIVIC ADDRESS SIGNS

- 10.1** The civic address number sign, post and the blade shall be maintained by the property owner at all times.
- 10.2** No person shall move, remove, alter, deface, damage, or destroy any civic address number blade or sign post erected in accordance with this policy without the prior written approval of the Municipality.
- 10.3** In the event a civic address sign is damaged, through no fault of the Municipality, and must be replaced, the cost to the property owner to replace the sign blade and the post shall be as set out in the Tariff of Fees.

11.0 RECORD OF CIVIC ADDRESSES

- 11.1** As per the Road Addressing and Parcels Project – Policy, once the civic address number is assigned the Municipality shall:
- i) notify Lanark County if the properties are outside the current civic address range, who will in turn notify Bell 911 and all emergency service organizations of the new civic address range;
 - ii) notify all affected property owners of their new civic address;
 - iii) notify all Municipal departments;
 - iv) update the Geographic Information System.

12.0 ORDER TO COMPLY

- 12.1** Where the Municipality identifies that a property does not have a civic address or that any provision of this policy has not been complied with, it may issue a written order to the owner of the affected property.
- 12.2** An order issued under this section may require any owner of the property to correct the breach.
- 12.3** The order shall specify the location of the property, the owner(s) to whom the order is issued and the process for achieving compliance with this policy.
- 12.4** Service of the order shall be given in any of the following ways and is effective:
- 12.4.1 when a copy is placed on or affixed in any manner to the property;
 - 12.4.2 when a copy is personally delivered to the person to whom it is addressed;
 - 12.4.3 on the third (3rd) day after a copy is sent by registered mail or by regular mail to the person's last known address;
 - 12.4.4 upon the sending of the notice or document or a copy thereof by e-mail transmission to the person's last known e-mail address.

- 12.5** If the owner of a property fails to comply with the order issued under this policy, the Municipality, in addition to all other remedies:
- i) shall have the right to take any actions necessary to remedy any deficiencies identified and to comply with the order;
 - ii) shall have the right for its servants and agents to enter in and upon the property to carry out the aforesaid remedies;
 - iii) shall have the right to carry out all remedies and otherwise ensure compliance with the order at the expense of the owner, and the amount of the expense shall be deemed to be real municipal taxes and may be added to the collector's roll and collected in the same manner as real municipal taxes; and
 - iv) shall not be liable to compensate such owner, or any other person having an interest in the property, by reason of anything done by or on behalf of the Municipality under the provisions of this section of the policy.

13.0 ADMINISTRATIVE MONETARY PENALTY

13.1 Any person who contravenes an Order issued under the provisions of this policy or who contravenes any other provision of this policy shall, upon conviction thereof, be liable to a fine as is provided for in the provisions of the *Provincial Offences Act*, as amended, and any other applicable law, exclusive of costs, for each offence.

13.2 Notwithstanding section 12.1 of this policy, every person who contravenes any provision of this policy or any order made hereunder shall, upon issuance of an Administrative Monetary Penalty Notice in accordance with Administrative Monetary Penalties By-Law No. 2025-005, be liable to pay to the Corporation of Tay Valley Township an Administrative Penalty in accordance with Schedule "B" of Administrative Monetary Penalties By-Law No. 2025-005.

13.3 If a person is required to pay an Administrative Monetary Penalty under this policy, the person shall not be charged with an offence in respect of the same contravention.

14.0 COMMUNICATION

14.1 A copy of this policy shall be provided to any person, upon request.

15.0 ACCOUNTABILITY FRAMEWORK

15.1 The Public Works Manager is responsible for ensuring compliance with this policy.

16.0 POLICY REVIEW

16.1 This Policy shall be reviewed at least once per term of Council.

17.0 REFERENCES

Policies and Procedures/Documents

Official Plan

Zoning By-Law

Road Addressing and Parcels Project – Policy

Road Addressing and Parcels Project – Procedure

Road Naming – Policy

Civic Address Application

Resources

Municipal Act, 2001

Provincial Offences Act

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-004

ROAD NAMING POLICY

WHEREAS, Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

AND WHEREAS, Section 48 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality may name or change the name of a private road after giving public notice of its intention to pass the 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 Road Naming Policy, 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-LAWS RESCINDED

3.1 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

ENACTED AND PASSED this 25th day of February, 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-004**

SCHEDULE "A"

SUBJECT: ROAD NAMING - POLICY

1.0 PURPOSE

Road names are critical for civic addressing and emergency response purposes. This policy establishes criteria to name or rename a road.

2.0 LEGISLATIVE AUTHORITY

2.1 Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public.

2.2 Section 48 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality may name or change the name of a private road after giving public notice of its intention to pass the by-law.

3.0 SCOPE

3.1 This policy applies to Roads within the Municipality.

3.2 This policy shall be read in conjunction with the following:

- Civic Addressing – Policy
- Official Plan
- Road Addressing and Parcels Project – Policy
- Road Addressing and Parcels Project – Procedure

4.0 DEFINITIONS

4.1 “**CAO**” – shall mean the Chief Administrative Officer (CAO) or designate duly appointed by the Municipality as prescribed in Section 229 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

4.2 “**Clerk**” – shall mean the person or designate duly appointed by the Municipality as prescribed in Section 228 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

4.3 “**Council**” – shall mean the Council of the Municipality in accordance with the Council Composition By-Law in effect.

- 4.4 “Executive Assistant”** – shall mean the Executive Assistant/Alternate Community Emergency Management Coordinator for the Municipality.
- 4.5 “Lanark County”** – shall mean the Corporation of the County of Lanark.
- 4.6 “Municipality”** – shall mean the Corporation of Tay Valley Township.
- 4.7 “Road”** – shall mean a Township Road, Public Unassumed Privately Maintained Road or Private Road.
- 4.8 “Private Road”** – shall mean a right of way (easement), that was in place prior to 2002 (as of 2002 no new Private Road can be created in the Municipality unless created under the *Condominium Act, 1998*), that provides access to two or more properties but does not include a common lot line shared entrance as defined by the appropriate road authority. For greater clarity, a driveway is an access originating from a public or Private Road that is wholly within one property (except for a portion that may be approved as a common lot line shared entrance). If an access crosses onto a second property or acts as the access for a second property, including a water access only property, it is a Private Road.
- 4.9 “Public Unassumed Privately Maintained Road** – shall mean a road owned by the Municipality that has not been assumed by the Municipality for maintenance purposes and generally has not been brought up to municipal standards and is maintained by a private individual, organization, or company rather than the Municipality.
- 4.10 “Township Road”** – shall mean a road owned and maintained by the Municipality.

5.0 GENERAL REQUIREMENTS

- 5.1** All Roads must be named for civic addressing and emergency response purposes.
- 5.2** For the Municipality to open a road naming file:
- 5.2.1 A written request to name or rename a Road must be received by the Municipality, along with the required fee and deposit as outlined in the Tariff of Fees for the Municipality; or
- 5.2.2 As part of a building, planning, septic, civic address, entrance permit, or other application it is determined that a Road should have been named, and therefore the Road must be named prior to an application being processed; or
- 5.2.3 The Road naming is initiated by the Municipality (the Municipality is the applicant).

- 5.3** The Municipality shall not conduct any work related to a road naming or renaming until a file is opened.

6.0 NAMING AND RENAMING RESPONSIBILITY

6.1 Public Unassumed Privately Maintained Roads and Township Roads

- 6.1.1 The naming of an existing Public Unassumed Privately Maintained Road or Township Road is the responsibility of the Municipality, including any costs.
- 6.1.2 The renaming of an existing Public Unassumed Privately Maintained Road or Township Road is the responsibility of the applicant/property owner, including any costs.
- 6.1.3 The naming or renaming of a new Public Unassumed Privately Maintained Road or Township Road is the responsibility of the applicant/property owner, including any costs.

6.2 Private Roads

- 6.2.1 The naming or renaming of a new or existing Private Road is the responsibility of the applicant/property owner, including any costs.

7.0 EXEMPTIONS

7.1 Private Roads

- 7.1.1 Notwithstanding Section 4.6, on a property-by-property basis, where a right of way (easement) is:

- i) generally 25 metres (65 feet) or less; and
- ii) only provides or will only ever provide access to one (1) property;

the right of way (easement) may not be considered a Private Road, subject to a site visit and determination by the Municipality.

- 7.1.2 Should a right of way (easement) meet the criteria in Section 7.1.1, and is therefore not considered a Private Road, the right of way (easement) will not need to be named.

8.0 PROCEDURE

8.1 Open File

8.1.1 A file will be opened when:

8.1.1.1 A Written Request is received:

- i) The applicant/property owner shall submit a written request detailing the Road to be named or renamed, including a detailed map, to the Executive Assistant.
- ii) The applicant/property owner shall submit with the written request a non-refundable fee and a deposit as outlined in the Tariff of Fees for the Municipality, to cover administrative, legal and other costs such as road name sign and post costs.
- iii) The applicant/property owner shall compensate the Municipality for any costs over and above the deposit or the Municipality shall return any unused deposit.

8.1.1.2 A building, planning, septic, civic address, entrance permit, or other application is submitted where the Municipality identifies the need for a naming or renaming of a Road.

8.1.1.3 Initiated by the Municipality.

8.2 Legal Review

8.2.1 The Municipality shall conduct a legal review to confirm legal access, if applicable, and the status of the proposed road to be named or renamed.

8.2.2 The Municipality shall obtain the current information registered on title.

8.3 Site Visit

8.3.1 The Municipality shall conduct a site visit to verify what is physically onsite with the legal information obtained.

8.4 Potential Requirement for Survey

8.4.1 In some instances, where legal access has been confirmed but there is no survey to legally identify and describe the Road, a survey will need to be undertaken so that the required by-law can be registered on title.

8.4.2 The cost of the survey is the responsibility of the applicant/property owner and is in addition to the deposit.

8.4.3 The draft survey shall be submitted to the Municipality for review and approval prior to being deposited.

8.5 Proposed Road Names

8.5.1 The applicant/property owner shall provide at least three (3) proposed road names.

8.5.2 Road names should be easy to read, pronounce and spell, should use appropriate language and should not be hyphenated.

8.5.3 As per the Road Addressing and Parcels Project – Policy, the Municipality shall send the proposed road names to Lanark County for review and approval to ensure there are no duplicates or similarities within the region.

8.5.4 If all three (3) proposed road names are duplicates or similar, then the process starts again with the applicant/property owner providing another three (3) proposed road names until an acceptable name can be approved.

8.6 Notification to Affected Property Owners

8.6.1 The property owners along the Road to be named or renamed shall be notified in writing of the proposed naming or renaming.

8.6.2 The majority of the property owners must agree to a preferred name by a specified date.

8.6.3 In the event of a tie in the selection of a preferred name, the road owners preferred name will be chosen. Should the road owners not choose a name, the applicants/property owners preferred name will be chosen.

8.7 Report to Council

8.7.1 Once a preferred name has been chosen, a staff report will be included on the Committee of the Whole agenda for consideration of the proposed name.

8.7.2 If the Committee of the Whole does not concur with the request, the applicant/property owner must be advised and the file will either be closed, a new preferred name will be requested, or the Committee of the Whole will recommend a preferred name.

8.7.3 The owners of properties affected by the naming or renaming will be given notice of the intent to name, rename or reject the proposal for naming or renaming.

8.8 Acceptance of Application

8.8.1 If Committee of the Whole agrees to the naming or renaming of the Road, a motion of Council is required to formally name or rename the Road and bring the necessary by-law forward to amend the Road Naming By-Law.

8.9 Rejection of Application

8.9.1 If the recommendation is to reject the application, the issue will be placed on the Council agenda for formal denial.

8.9.2 Once Council rejects the application the applicant/property owner will be refunded the deposit less any costs to date

8.10 Adoption of By-Law

8.10.1 Once the by-law is adopted by Council it shall be registered on title.

8.10.2 As per the Road Addressing and Parcels Project – Policy, once the by-law is adopted by Council the Municipality shall:

- i) notify Lanark County, who will notify Bell 911 and all emergency service organizations of the new road name;
- ii) notify all affected property owners of the new road name and their new civic address;
- iii) notify all Municipal departments;
- iv) update the Geographic Information System.

8.10.3 Once affected properties are notified of the new road name and their new civic address, affected property owners shall be responsible to notify any other organization that the Municipality or Lanark County has not notified, including Canada Post.

8.10.4 Once affected properties are notified of the new road name and their new civic address, the Municipality shall install the new road name sign and civic address signs, if applicable.

8.11 Issuance of Building or Septic Permit, or Approval of Planning Application

8.11.1 Once it has been determined that a survey is not required for a road naming or renaming application, a building or septic permit can be issued or a planning application can be approved, subject to all other requirements being met for those applications.

8.11.2 If a survey is required, for a road naming or renaming application, a building or septic permit can be issued or a planning application can be approved, subject to all other requirements being met for those applications, once the survey has been approved by the Municipality and deposited.

9.0 ORDER TO COMPLY

- 9.1** Where the Municipality identifies that a Road has not been named in accordance with this policy, it may issue a written order to any person owning property that depends on the Road for its access.
- 9.2** An order issued under this section may require any owner of property that depends on the improperly named Road for its access to apply for and obtain approval to name or rename the Road.
- 9.3** The order shall specify the location of the Road, the properties affected, the owners to whom the order is issued and the process for achieving compliance with this policy.
- 9.4** Service of the order shall be given in any of the following ways and is effective:
- 9.4.1 when a copy is placed on or affixed in any manner to the property;
 - 9.4.2 when a copy is personally delivered to the person to whom it is addressed;
 - 9.4.3 on the third (3rd) day after a copy is sent by registered mail or by regular mail to the person's last known address;
 - 9.4.4 upon the sending of the notice or document or a copy thereof by e-mail transmission to the person's last known e-mail address.
- 9.5** If the owner of a property fails to comply with the order issued under this policy, the Municipality, in addition to all other remedies:
- i) Shall have the right to take any actions necessary to remedy any deficiencies identified and to comply with the order;
 - ii) Shall have the right for its servants and agents to enter in and upon the property to carry out the aforesaid remedies;
 - iii) Shall have the right to carry out all remedies and otherwise ensure compliance with the order at the expense of the owner, and the amount of the expense shall be deemed to be real municipal taxes and may be added to the collector's roll and collected in the same manner as real municipal taxes; and
 - iv) Shall not be liable to compensate such owner, or any other person having an interest in the property, by reason of anything done by or on behalf of the Municipality under the provisions of this section of the policy.

10.0 ADMINISTRATIVE MONETARY PENALTY

- 10.1** Any person who contravenes an Order issued under the provisions of this policy or who contravenes any other provision of this policy shall, upon conviction thereof, be liable to a fine as is provided for in the provisions of the *Provincial Offences Act*, as amended, and any other applicable law, exclusive of costs, for each offence.
- 10.2** Notwithstanding section 9.1 of this policy, every person who contravenes any provision of this policy or any order made hereunder shall, upon issuance of an Administrative Monetary Penalty Notice in accordance with Administrative Monetary Penalties By-Law No. 2025-005 be liable to pay to the Corporation of Tay Valley Township an Administrative Monetary Penalty in accordance with Schedule “B” of Administrative Monetary Penalties By-Law No. 2025-005.
- 10.3** If a person is required to pay an Administrative Monetary Penalty under this policy, the person shall not be charged with an offence in respect of the same contravention.

11.0 COMMUNICATION

- 11.1** A copy of this policy shall be provided to any person, upon request.

12.0 ACCOUNTABILITY FRAMEWORK

- 12.1** The CAO/Clerk is responsible for ensuring compliance with this policy.

13.0 POLICY REVIEW

- 13.1** This Policy shall be reviewed at least once per term of Council.

14.0 REFERENCES

Policies and Procedures/Documents

Civic Addressing – Policy

Official Plan

Road Addressing and Parcels Project – Policy

Road Addressing and Parcels Project – Procedure

Road Naming - Checklist

Resources

Municipal Act, 2001

Provincial Offences Act

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-005

ADMINISTRATIVE MONETARY PENALTIES

WHEREAS, Section 8 of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS, Section 11 of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that a municipality may provide any service or thing that the municipality considers necessary or desirable for the public relating to the health, safety and well-being of persons, respecting matters within the following spheres of jurisdiction:

1. Highways, including parking and traffic on highways.
2. Transportation systems, other than highways.
3. Waste management.
4. Public utilities.
5. Culture, parks, recreation and heritage.
6. Drainage and flood control, except storm sewers.
7. Structures, including fences and signs.
8. Parking, except on highways.
9. Animals.
10. Economic development services.
11. Business licensing.

AND WHEREAS, the Council of the Corporation of Tay Valley Township considers it desirable and necessary to provide for a system of administrative penalties and administrative fees for designated municipal by-laws or portions of designated municipal by-laws;

AND WHEREAS, Section 434.1 (1) of the *Municipal Act, 2001*, as amended, provides that a municipality may require a person, subject to such conditions as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with a by-law of the municipality passed under this Act;

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

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

1. DEFINITIONS

For the purpose of this by-law:

“CAO” – shall mean the Chief Administrative Officer (CAO) or designate duly appointed by the Municipality as prescribed in Section 229 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

“Hearing Officer” - shall be an impartial person outside of the organization and shall be appointed by the CAO when required.

“Municipality” – shall mean the Corporation of Tay Valley Township.

“Screening Officer” - shall mean the Treasurer or their designate.

“Treasurer” – shall mean the Treasurer or designate duly appointed by the Municipality as prescribed in Section 286 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended.

2. BY-LAWS SUBJECT TO ADMINISTRATIVE MONETARY PENALTY

2.1 THAT, the List of By-Laws subject to administrative monetary penalties is attached hereto as Schedule “A”.

2.2 THAT, any person who contravenes a provision of any by-law listed in Schedule “A” is liable to pay an administrative monetary penalty in an amount as outlined in the relevant schedule(s) to this by-law, in accordance with this by-law, provided that an offence notice under the Provincial Offences Act has not been issued for the same person for the same offence on the same day.

3. ADMINISTRATIVE MONETARY PENALTY NOTICE

3.1 Subject to Section 4 of this by-law, each person who contravenes a provision of a by-law listed in Schedule “A” of this by-law shall, if given an Administrative Monetary Penalty Notice (hereinafter referred to as “Penalty Notice”), be liable to pay to the Municipality an administrative monetary penalty as outlined in the relevant schedule(s) to this by-law.

3.2 Any person appointed to enforce this by-law (hereinafter an “Officer”) who has reasonable grounds to believe that a person has contravened a provision of any by-law listed in Schedule “A” of this by-law may give to the person a Penalty Notice.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

- 3.3** The Penalty Notice shall be given to the person as soon as is reasonably practicable after the contravention has occurred and shall include the following information:
- 3.3.1** the date the Penalty Notice is given;
 - 3.3.2** a unique Penalty Notice reference number;
 - 3.3.3** particulars of the contravention, including the date and location of the contravention, and the person(s) to whom the Penalty Notice is being given;
 - 3.3.4** the monetary amount of the administrative penalty;
 - 3.3.5** the date on which the administrative penalty is due and payable, which shall be thirty (30) days from the issuing date of the Penalty Notice;
 - 3.3.6** methods of available payment;
 - 3.3.7** such information as the CAO determines is appropriate respecting the process by which the person may exercise the person's right to request a review of the administrative penalty; and
 - 3.3.8** a statement advising that an administrative penalty will, unless cancelled or reduced pursuant to the review and appeal processes, constitute a debt of the person to the Municipality.
- 3.4** A person who is given a Penalty Notice may request that the administrative penalty be reviewed by a Screening Officer pursuant to Section 4 of this by-law.

4. REVIEW BY SCREENING OFFICER

- 4.1** Section 4 applies to reviews of an administrative penalty by a Screening Officer.
- 4.2** A person's right to request a review expires if it has not been exercised in the manner prescribed in section 4.6 before 4:30 p.m. on the fifteenth (15th) day after the Penalty Notice is deemed to have been received pursuant to Section 6 of this by-law.
- 4.3** A person's right to request an extension of the time to request a review expires if it has not been exercised in the manner prescribed in Section 4.6 before 4:30 p.m. on the tenth (10th) day after the date the Penalty Notice is deemed to have been received pursuant to Section 6 of this by-law.
- 4.4** If no request for review is received on or before the fifteenth (15th) day after the Penalty Notice is deemed to have been received pursuant to Section 6 of this by-law, or the extension granted pursuant to this by-law:
- 4.4.1** the person shall be deemed to have waived the right to request a review;
 - 4.4.2** the administrative penalty shall be deemed to be affirmed; and
 - 4.4.3** the administrative penalty shall not be subject to review, including review by any court.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

- 4.5** No extension granted under this section will extend beyond the thirtieth (30th) day after the date of receipt of the Penalty Notice is deemed to have occurred pursuant to Section 6 of this by-law.
- 4.6** A person's rights to request a review and/or to request an extension of time to request a review are exercised by giving to the Municipality written notice of such request(s) that includes:
- 4.6.1** the Penalty Notice Number;
 - 4.6.2** the person's mailing address and, if applicable, e-mail address;
 - 4.6.3** in the case of a request to extend the time to request a review, the reasons, if any, for having failed to exercise the right to request a review within the time limited by Section 4.2; and
 - 4.6.4** in the case of a request to review, the particulars of all grounds upon which the request to review is based and any submissions in support of the request.
- 4.7** The Screening Officer shall undertake the review upon receipt of the request for review and may request further information from the person requesting the review as needed, and any time limit for the review may be adjusted in the Screening Officer's sole discretion.
- 4.8** The Screening Officer may:
- 4.8.1** receive submissions from the Officer who issued the Penalty Notice under review; and
 - 4.8.2** cancel the administrative penalty, reduce the administrative penalty or extend the time for payment of the administrative penalty where the Screening Officer is satisfied that doing so would maintain the general intent and purpose of this by-law and that:
 - 4.8.2.1** there is reason to doubt that the person contravened this by-law; or that
 - 4.8.2.2** the person took all reasonable steps to prevent the contravention; or that
 - 4.8.2.3** the cancellation, reduction or extension of the time for payment is necessary to relieve undue financial hardship.
- 4.9** The screening decision shall be given to the person in writing as soon as is reasonably practicable.
- 4.10** The person may appeal to a Hearings Officer against the screening decision pursuant to Section 5 of this by-law.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

5. APPEAL TO HEARINGS OFFICER

- 5.1** Section 5 applies to appeals to a Hearings Officer against screening decisions.
- 5.2** The right to appeal is limited to the following persons:
- 5.2.1** a person who has been given a screening decision; or
 - 5.2.2** the CAO.
- 5.3** A person's right to appeal expires if it has not been exercised in the manner prescribed in section 5.7 before 4:30 p.m. on the fifteenth (15th) day after the screening decision date.
- 5.4** A person's right to request an extension of the time to appeal expires if it has not been exercised in the manner prescribed in section 5.7 before 4:30 p.m. on the tenth (10th) day after the screening decision date.
- 5.5** If no request for review is received on or before the fifteenth (15th) day after the Penalty Notice is deemed to have been received pursuant to Section 5 of this by-law, or the extension granted pursuant to the by-law:
- 5.5.1** the person shall be deemed to have waived the right to appeal;
 - 5.5.2** the screening decision and the administrative penalty as it may have been affected by the screening decision shall be deemed to be affirmed; and
 - 5.5.3** the screening decision and the administrative penalty as it may have been affected by the screening decision shall not be subject to review, including review by any court.
- 5.6** No extension granted under this section will extend beyond the thirtieth (30th) day after the screening date.
- 5.7** A right to appeal is exercised by giving to the Municipality written notice of the appeal that includes:
- 5.7.1** the penalty notice number;
 - 5.7.2** the person's mailing address and, if applicable, e-mail address;
 - 5.7.3** in the case of a request to extend the time to appeal, the reasons, if any, for having failed to exercise the right to appeal within the time limited by Section 5.3 of this by-law; and
 - 5.7.4** particulars of all grounds upon which the appeal is made.
- 5.8** The person shall be given no fewer than seven (7) days' notice of the date, time and place of the hearing of the appeal.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

5.9 Where the person fails to appear at the time and place scheduled for a hearing of the appeal:

5.9.1 the person shall be deemed to have abandoned the appeal;

5.9.2 the screening decision and the administrative penalty as it may have been affected by the screening decision shall be deemed to be affirmed;

5.9.3 the screening decision and the administrative penalty as it may have been affected by the screening decision shall not be subject to review, including review by any court; and

5.9.4 the person shall pay to the Municipality an additional fee for failure to appear in the amount of \$150.

5.10 Except in the case of a person who is deemed to have abandoned their appeal, a Hearings Officer shall not make any decision respecting an appeal unless the Hearings Officer has given each person, the CAO and the Officer who gave the Penalty Notice an opportunity to be heard at the time and place scheduled for the hearing of the appeal.

5.11 Subject to sections 5.4, 5.5, 5.9 and 5.10, a Hearings Officer may:

5.11.1 extend the time to request an appeal; and may

5.11.2 make any decision that the Screening Officer could have made pursuant to this by-law.

5.12 The decision of a Hearings Officer is final and not subject to review including review by any court.

6. NOTICE

6.1 Subject to Section 6.3 of this by-law, any notice or document respecting this by-law, including the Penalty Notice, may be given in writing in any of the following ways and is effective:

6.1.1 when a copy is placed on or affixed in any manner to a person's vehicle, home or property;

6.1.2 when a copy is personally delivered to the person to whom it is addressed;

6.1.3 on the third (3rd) day after a copy is sent by registered mail or by regular mail to the person's last known address;

6.1.4 upon the sending of the notice or document or a copy thereof by e-mail transmission to the person's last known e-mail address.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

- 6.2** For the purpose of Section 6.1 of this by-law, a person's last known address, and last known e-mail address are those on record with the Municipality for any reason and are deemed to include those provided by the person pursuant to paragraphs 4.6.2 and 5.7.2.
- 6.3** Any notice or document respecting this by-law shall be given to the Municipality in writing, in any of the following ways, and is effective:
- 6.3.1** when a copy is delivered to the Treasurer of the Municipality during regular business hours at its reception area, at 217 Harper Road, Perth, Ontario; or
 - 6.3.2** on the third (3rd) day after a copy is sent by registered mail or by regular letter mail to "Administrative Penalties, Tay Valley Township, c/o Treasurer, 217 Harper Road, Perth, Ontario".

7. FINANCIAL ADMINISTRATION

- 7.1** No Officer who gives a Penalty Notice may accept payment of the administrative monetary penalty respecting the penalty notice.
- 7.2** An administrative penalty that is affirmed or reduced or in respect of which the time for payment has been extended pursuant to this by-law is due and payable and constitutes a debt to the Municipality of each person to whom or to which the Penalty Notice was given.
- 7.3** The Municipality may add to the tax roll of any person who fails to pay an administrative penalty the amount of the administrative penalty, including any additional penalties imposed under this by-law, and collect all amounts in the same manner as municipal taxes.
- 7.4** Where a person has paid an administrative penalty or an administrative fee that is then cancelled or reduced pursuant to this by-law, the Municipality shall refund the amount cancelled or reduced.
- 7.5** Where an administrative penalty or any administrative fees respecting that administrative penalty are not paid within fifteen (15) days after the date that they become due and payable, each person to whom the Penalty Notice was given shall pay to the Municipality an additional fee for late payment in an amount of \$50.

8. GENERAL

- 8.1** The CAO may appoint Screening Officers and Hearings Officers on such terms as the CAO considers appropriate.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

8.2 Nothing in this by-law limits the Municipality's right to enforce this by-law by any other legal means or to use any other process of enforcement available under law.

9. 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.

10. EFFECTIVE DATE

10.1 ENACTED AND PASSED this 25th day of February 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

SCHEDULE “A”

List of By-Laws

1. By-Law No. 2025-003 – Civic Addressing Policy, as amended
2. By-Law No. 2025-004 – Road Naming Policy, as amended

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

SCHEDULE “B”

Administrative Monetary Penalties

By-Law No. 2025-003 – Civic Address Policy, as amended

By-Law Section	Short Wording	Penalty Amount
	Continued failure to remedy an order. (AMP may be issued once in every seven (7) day period when compliance is not achieved by the prescribed date)	\$500
	Administrative Penalty Fee – Failing to pay the AMP by the date on which it is due.	\$50
	Administrative Penalty Fee – Failing to appear for a hearing before the Hearings Officer	\$150
	Screening Officer Appeal Fee	\$50
	Hearing Officer Appeal Fee	\$200

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-005**

By-Law No. 2025-004 – Road Naming Policy, as amended

By-Law Section	Short Wording	Penalty Amount
	Continued failure to remedy an order. (AMP may be issued once in every seven (7) day period when compliance is not achieved by the prescribed date)	\$500
	Administrative Penalty Fee – Failing to pay the AMP by the date on which it is due.	\$50
	Administrative Penalty Fee – Failing to appear for a hearing before the Hearings Officer	\$150
	Screening Officer Appeal Fee	\$50
	Hearing Officer Appeal Fee	\$200

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-006

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 replaced 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. 2024-010 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. 2025-006**

4. EFFECTIVE DATE

4.1 ENACTED AND PASSED this 25th day of February, 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-006**

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, two (2) community representatives, and two (2) 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 approved by the respective municipal Councils. 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.
- 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.
 8. The Lanark County OPP Detachment Board webpage will be managed by Carleton place and all required public data will be posted on that webpage by Carleton Place personnel.

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. 2025-007

TANKER AND AERIAL SUPPORT SERVICES AGREEMENT (TOWN OF PERTH)

WHEREAS, Section 20 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in section 19 of the *Act*, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

AND WHEREAS, both the Town of Perth and the Township of Drummond/North Elmsley and Tay Valley Township are prepared to make available specified fire protection services to each other, in their respective areas on a per request basis;

AND WHEREAS, the Town of Perth seeks assistance from the Drummond/North Elmsley Tay Valley Fire Rescue in providing tanker(s) shuttle services, when required, to fires within its municipality;

AND WHEREAS, the Drummond/North Elmsley Tay Valley Fire Rescue seeks the assistance of Perth Fire Services in providing Aerial Apparatus support, when required, to structural fires within the Township of Drummond/North Elmsley and 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**, the Reeve and Clerk are hereby authorized on behalf of the Corporation of Tay Valley Township to execute a Tanker and Aerial Support Services agreement with the Town of Perth, attached hereto as Schedule "A".

2. BY-LAWS TO BE REPEALED

- 2.1 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. 2025-007**

3. ULTRA VIRES

3.1 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.

4. EFFECTIVE DATE

4.1 This by-law shall come into force and effect on the 1st day of January, 2025.

4.2 ENACTED AND PASSED this 25th day of February, 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-007**

SCHEDULE "A"

TANKER AND AERIAL SUPPORT SERVICES AGREEMENT

THIS AGREEMENT made in triplicate this _____ day of _____, 2025
BETWEEN:

THE CORPORATION OF THE TOWN OF PERTH
[hereinafter called the "Town"]
OF THE FIRST PART

AND

**THE CORPORATION OF THE TOWNSHIP OF
DRUMMOND/NORTH ELMSLEY**

AND THE CORPORATION OF TAY VALLEY TOWNSHIP
[hereinafter called the "Townships"]
OF THE SECOND PART

WHEREAS, Section 20 (1) of the *Municipal Act, 2001*, S.O. 2001, C. 25, as amended, provides, in part, that a municipality may enter into an agreement with one or more municipalities or local bodies, as defined in s. 19 of that Act, or a combination of both to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

AND WHEREAS, both Town and Townships are prepared to make available specified fire protection services to each other, in their respective areas on a per request basis;

NOW THEREFORE, in consideration of the mutual covenants, conditions, considerations herein contained, the Town and Townships mutually agree as follows:

1.0 GENERAL

- 1.1 The Town seeks assistance from the Drummond/North Elmsley Tay Valley Fire Rescue in providing tanker(s) shuttle services, when required, to fires within its municipality. An example of when required would be to a non-hydrant area in the Town or if deemed necessary by the Incident Commander.

- 1.2 Drummond/North Elmsley Tay Valley Fire Rescue seeks the assistance of Perth Fire Services in providing Aerial Apparatus support, when required, to structural fires within the Townships. An example of when required would be for a larger building or as deemed necessary by the Incident Commander.

2.0 DEFINITIONS/INTERPRETATIONS

- 2.1 “**Agreement**” means this Agreement, including its recitals and schedules which form an integral part of it, as amended from time to time.
- 2.2 “**Aerial Apparatus Support Services**” means the delivery of Aerial Apparatus Support by the Perth Fire Services through the Drummond/North Elmsley Tay Valley Fire Rescue Services.
- 2.3 “**Drummond/North Elmsley Tay Valley Fire Rescue**” means the fire and rescue service organized and operated by the Drummond/North Elmsley Tay Valley Fire Board.
- 2.4 “**Fire Chief**” means a Fire Chief or a person designated by a Fire Chief.
- 2.5 “**Incident**” for purposes of this Agreement, means a confirmed structural fire requiring fire ground operations that occurs in the Municipal Service Area.
- 2.6 “**Incident Commander**” means the Officer in charge of primary decision making during a major Incident.
- 2.7 “**Perth Fire Services**” means the fire and rescue service organized and operated by the Corporation of the Town of Perth.
- 2.8 “**Tanker Shuttle Service**” means the delivery of Tanker Services by the Drummond/North Elmsley Tay Valley Fire Rescue Services through the Perth Fire Services.

3.0 TERM

- 3.1 The term of this Agreement shall be for a period commencing with the execution of this Agreement and ending on December 31, 2025, and shall be renewed automatically for successive one-year terms.
- 3.2 This Agreement shall be reviewed, on an annual basis, by the Fire Chief(s) for Perth Fire Services and the Drummond/North Elmsley Tay Valley Fire Rescue Services.
- 3.3 The parties agree that there shall be no penalty or liability for any party resulting from the termination of this Agreement.

4.0 RESPONSE CRITERIA

- 4.1 Upon request for Tanker Shuttle Service, the Drummond/North Elmsley Tay Valley Fire Rescue Services shall be dispatched to and shall attend at the scene of any Incident to which the Perth Fire Services is requesting Tanker Shuttle Services, within the Town.
- 4.2 The Tanker shall be supplied with two (2) Firefighters, who will operate within the Perth Fire Services on scene command structure.
- 4.3 Notwithstanding subsection 4.1 above, the ability of the Drummond/North Elmsley Tay Valley Fire Rescue Services to provide Tanker Shuttle Service shall be limited by the extent to which firefighting apparatus and personnel are available in the sole discretion of the Drummond/North Elmsley Tay Valley Fire Rescue designated Officer or Incident Commander, including leaving a scene if services are required in the Townships.
- 4.4 Upon request for Aerial Operations support, the Perth Fire Services shall be dispatched to and shall attend at the scene of any Incident to which the Drummond/North Elmsley Tay Valley Fire Rescue Services is requesting Aerial Apparatus Support Services, within Drummond/North Elmsley and Tay Valley municipal boundaries.
- 4.5 The Apparatus shall be supplied with six (6) Firefighters, who will operate within the Drummond/North Elmsley Tay Valley Fire command structure.
- 4.6 Notwithstanding subsection 4.4 above, the ability of the Perth Fire Services to provide Aerial Operations shall be limited by the extent to which firefighting apparatus, and personnel are available in the sole discretion of the Perth Fire Services designated Officer or Incident Commander, including leaving a scene if services are required in the Town.
- 4.7 Within seven (7) days of the date of each support response, the appropriate fire service, through its Fire Chief, shall deliver to the corresponding fire service a report detailing the support service.
- 4.8 Both parties will endeavor to plan and perform training for tanker shuttle operations and aerial operations at least once annually and ensure that firefighting personnel are adequately trained.

5.0 CHARGES FOR SUPPORT RESPONSE

- 5.1 The first year will not include charges for services for the Town or the Townships.
- 5.2 After the first year, the Fire Chiefs from the respective departments will review the data and propose amendments to the agreement if/as necessary.

6.0 RELEASE AND INDEMNITY

- 6.1 Either party shall not be liable or responsible for any firefighter or other personnel employed by either the Town or Townships in the event of injury or damage to personal property suffered while responding to, attending at, or returning from the scene support services as contemplated by this Agreement.
- 6.2 The Town or Townships shall not be liable or responsible to each other in the event of damages to property occasioned while utilized in responding to, attending at, or returning from the scene of a support service response as contemplated by this Agreement.
- 6.3 Each party shall be responsible for the performance and actions of its own fire and response service during support services.
- 6.4 Each party covenants and agrees that it shall at all times indemnify and save harmless the other consistent with subsections 6 above from and against all claims, losses, costs, expenses, damages, suits, actions, or other proceedings by whomsoever made, brought or prosecuted, in any manner based upon, occasioned by or attributable to the execution of this Agreement or any action or things done or maintained by virtue of this Agreement, or the exercise in any manner of rights arising under this Agreement, save and except claims for damages resulting from negligence of any officer, servant or agent of the other while acting within the scope of his or her duties or employment.
- 6.5 Throughout the term of this Agreement, both parties shall each obtain and maintain third party general liability insurance covering all services provided and risk arising under this Agreement, in an amount of not less than TEN MILLION DOLLARS (\$10,000,000.00) respectively, and each party shall add the other party as an additional insured with respect to this Agreement. Each party will provide to the other, promptly upon request, satisfactory evidence of their respective insurance coverage as described.

7.0 MISCELLANEOUS

- 7.1 Any notice to be given under this Agreement shall be sufficiently given if delivered to or, if sent by mail, posted by mail addressed to:

Town of Perth
Attn: Clerk
80 Gore Street East
Perth, ON K7H 1H9

Drummond/North Elmsley Township
Attn: Clerk
310 Port Elmsley Road,
Perth, ON K7H 3C7

Tay Valley Township
Attn: Clerk
217 Harper Road
Perth, ON K7H 3C6

IN WITNESS WHEREOF the parties have hereunto affixed their Corporate Seals under the hands of its authorized signing officers.

SIGNED, SEALED AND DELIVERED

FOR THE CORPORATION OF THE TOWN OF PERTH

Judy Brown, Mayor

Date

Amanda Noel, Clerk

Date

**FOR THE CORPORATION OF THE TOWNSHIP OF
DRUMMOND/NORTH ELMSLEY**

Steve Fournier, Reeve

Date

Janie Laidlaw, Clerk

Date

FOR THE CORPORATION OF TAY VALLEY TOWNSHIP

Rob Rainer, Reeve

Date

Amanda Mabo, Clerk

Date

THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-008

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 (this section being Part 1 on 27R12224).

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. 2025-008**

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

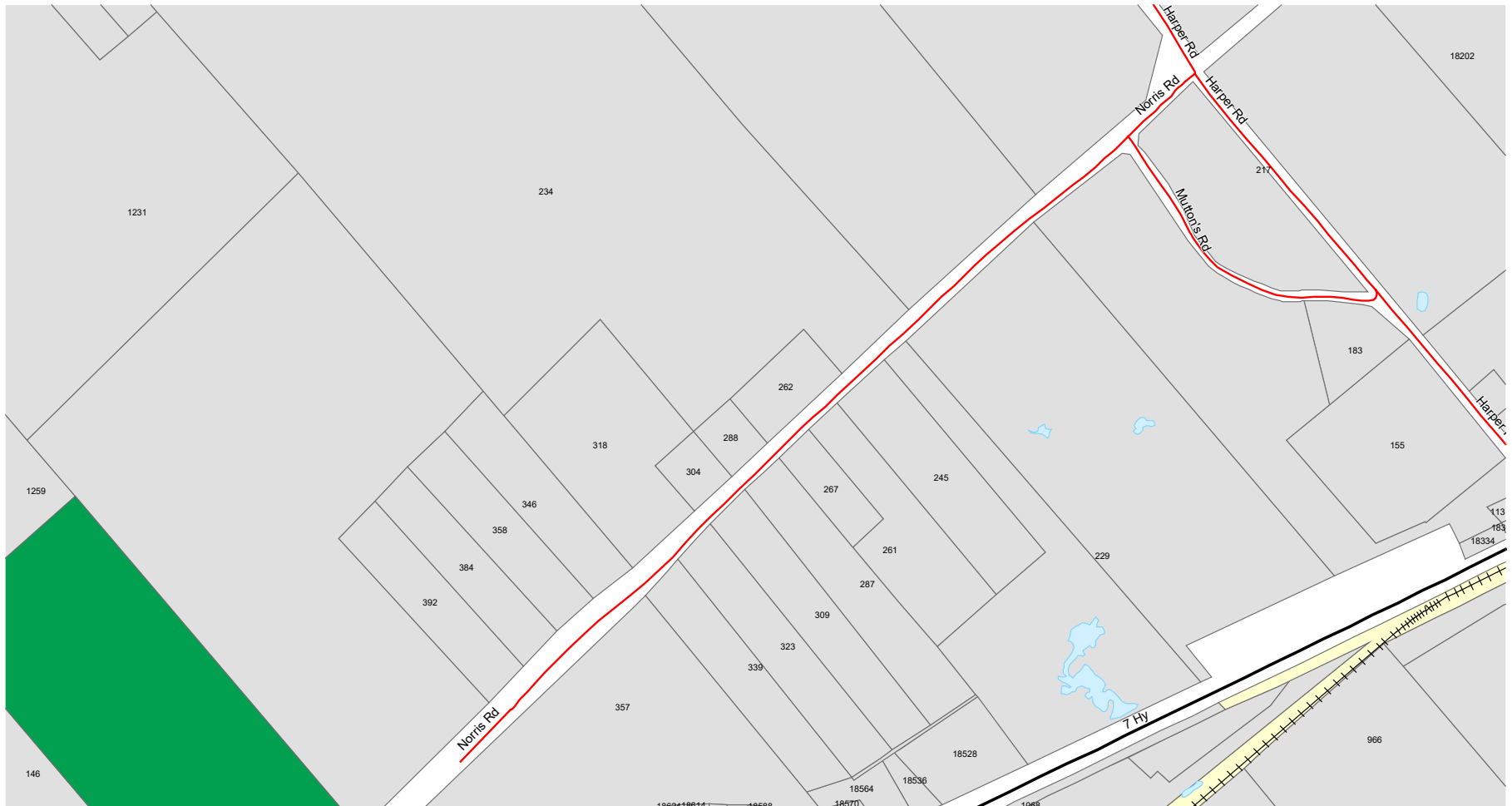
4.1 ENACTED AND PASSED this 25th day of February 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

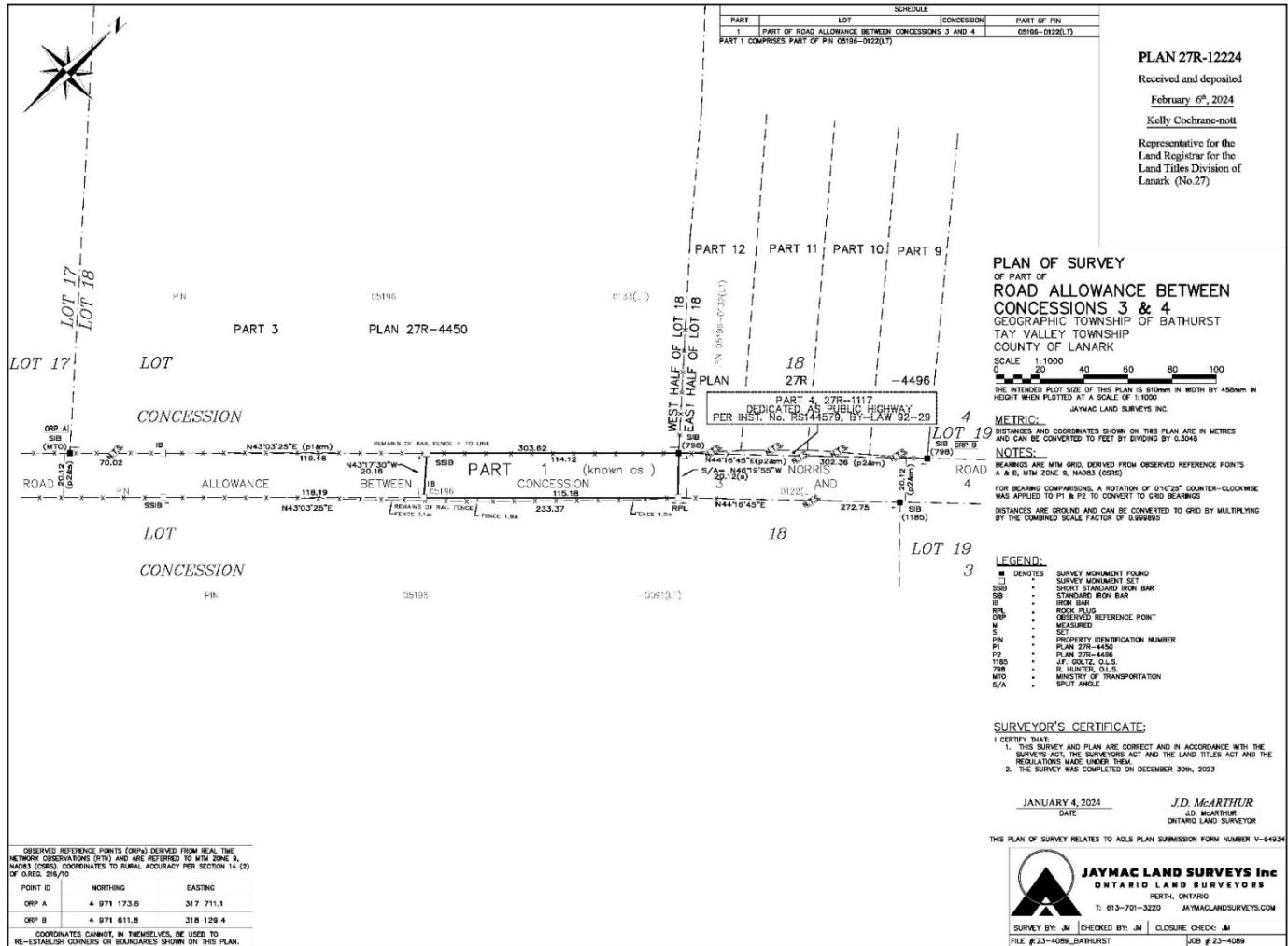
**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-008**

SCHEDULE "A"



THE CORPORATION OF TAY VALLEY TOWNSHIP BY-LAW NO. 2025-008

SCHEDULE "B"



THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-009

A BY-LAW TO STOP UP, CLOSE AND SELL A PORTION OF AN UNOPENED ROAD ALLOWANCE (HORRICKS)

WHEREAS, Section 11 (3) of the *Municipal Act, 2001*, S.O. 2001, Chapter 25, as amended, provides that a municipality may pass by-laws respecting highways within their jurisdiction;

AND WHEREAS, an application was received and processed in accordance with the Road Closing and Sale Policy;

AND WHEREAS, notice was published in the newspaper, on the Township website and Facebook page and provided publicly via the agendas for the Committee of the Whole Meeting held on June 4th, 2024 and the Council Meeting held on August 27th, 2024, with such notice offering an opportunity for any person to address concerns related to the closing;

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 Council of the Corporation of Tay Valley Township declares the subject lands surplus to its needs.
- 1.2 **THAT**, the Part of the unopened road allowance between Concessions 6 and 7, geographic Township of North Burgess, just south of Black Lake Road, and more particularly described on "Schedule A", attached hereto, is hereby stopped up and closed.
- 1.3 **THAT**, Plan 27R-12421 is attached hereto as Schedule "B" and shall be for information purposes only, and not form part of this bylaw.
- 1.4 **THAT**, Part 1 on Plan 27R-12421 of the said road allowance be sold to the adjacent landowners, TODD WILLIAM HORRICKS and VINCENZA LORETA THORBURN, as a lot addition to be consolidated with the adjoining lands which are Part Lot 20-21, Concession 6, North Burgess, Part 1 on Plan 27R-7148, being PIN 05217-0105 (LT).
- 1.5 **THAT**, the purchase price for the subject lands as described in Schedule "A" shall be \$0.50 per square foot.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-009**

1.6 THAT, the Reeve and Clerk are hereby authorized on behalf of the Corporation of Tay Valley Township to execute all documentation required to complete the transfer of ownership.

2. ULTRA VIRES

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

3. EFFECTIVE DATE

3.1 THAT, this By-Law shall come into force and take effect once a certified copy of this by-law is registered in the proper land registry office.

3.2 ENACTED AND PASSED this 25th day of February, 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-009**

SCHEDULE "A"

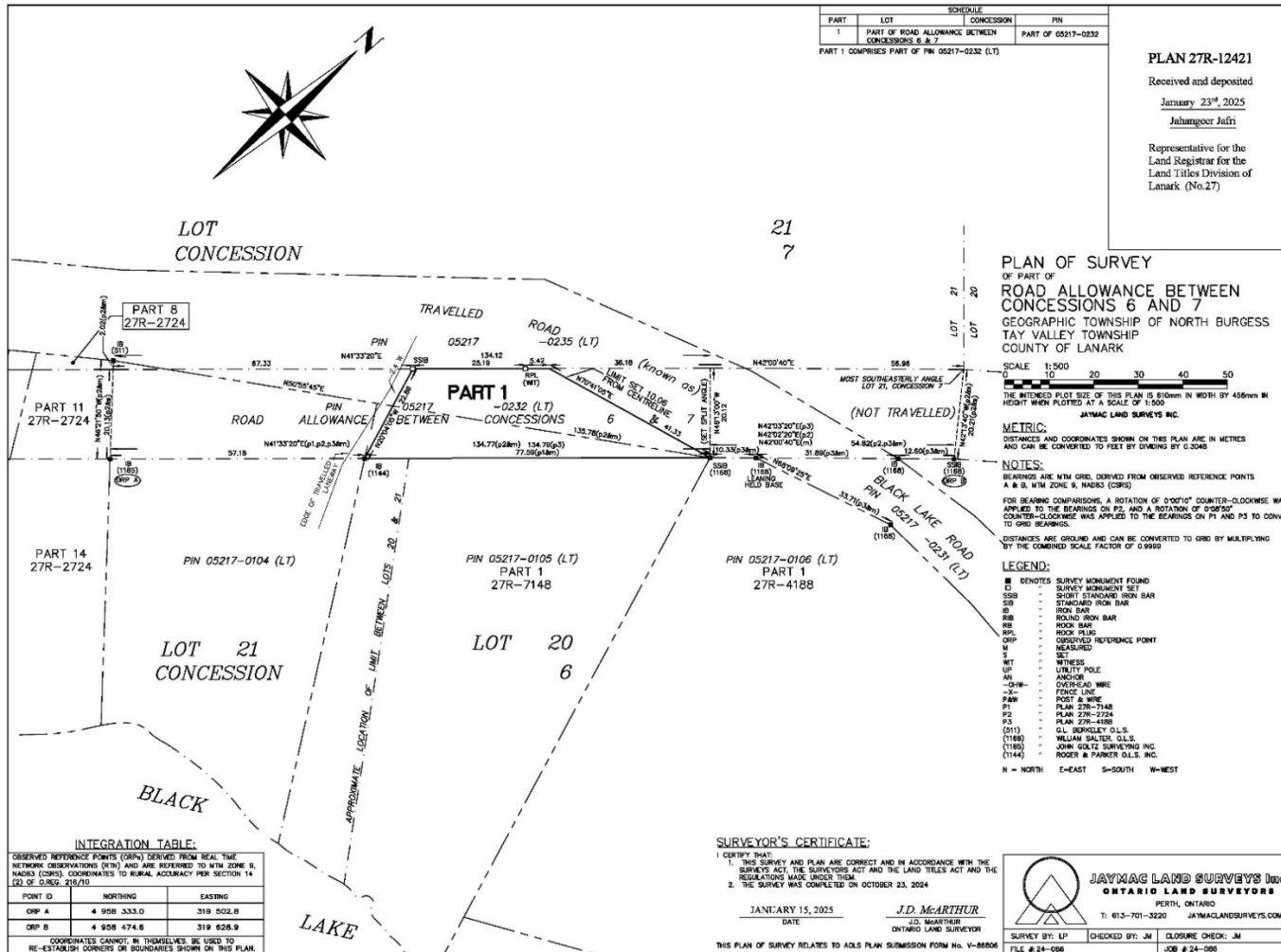
Subject Lands:

PART OF THE UNOPENED ROAD ALLOWANCE BETWEEN CONCESSION 6 & 7,
GEOGRAPHIC TOWNSHIP OF NORTH BURGESS, BEING PART 1 ON PLAN 27R-12421,
BEING PART OF PIN 05217-0232 (LT).

Plan 27R-12421 is available for viewing at the Tay Valley Township Municipal Office

THE CORPORATION OF TAY VALLEY TOWNSHIP BY-LAW NO. 2025-009

SCHEDULE "B"



THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-010

BEING A BY-LAW TO AMEND ROAD NAMING BY-LAW NO. 98-87 (DANNIC LANE AND KASSY PLACE)

WHEREAS, Section 48 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, provides that a local municipality may name or change the name of a private road after giving public notice of its intention to pass the by-law;

AND WHEREAS, Dannic Lane and Kassy Place are Private Roads within Tay Valley Township;

AND WHEREAS, the private rights-of-way have been registered on title for many decades and were never named or added to the Township's Road Naming By-Law;

AND WHEREAS, public notice was provided to each affected property owner and was given on February 5th, 2025 via the agenda for the Committee of the Whole Meeting held on February 11, 2025 and on February 20th, 2025 via the agenda for the Council Meeting held on February 25th, 2025;

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 private right-of-way shown as Part 3 on 27R-2822, be named Dannic Lane.
- 1.2 **THAT**, the private right-of-way shown as Part 12 on 27R-4915, be named Kassy Place.
- 1.3 **THAT**, Plan 27R-2822 is attached hereto as Schedule "A" and shall be for information purposes only, and not form part of this by-law.
- 1.4 **THAT**, Plan 27R-4915 is attached hereto as Schedule "B" and shall be for information purposes only, and not form part of this by-law.
- 1.5 **THAT**, Dannic Lane and Kassy Place, located in the geographic Township of South Sherbrooke, as shown on Schedule "C" attached, be included within the designated roads as set out in the Road Naming By-Law No. 98-87, specifically Schedule "B", Sherbrooke Ward, Private Roads Names and Letters.

**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-010**

- 1.6 THAT**, the Location and Description of Dannic Lane in Schedule “B”, Sherbrooke Ward, Private Roads Names and Letters, be added to Road Naming By-Law No. 98-87, as shown on Schedule “C” attached, read as follows:

From Hanna Road to the dead end, being Part 3 on 27R-2822.

- 1.7 THAT**, the Location and Description of Kassy Place in Schedule “B”, Sherbrooke Ward, Private Roads Names and Letters be added to Road Naming By-Law No. 98-87, as shown on Schedule “C” attached, read as follows:

From Dannic Lane to the dead end, being Part 12 on 27R-4915.

- 1.8 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.

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.

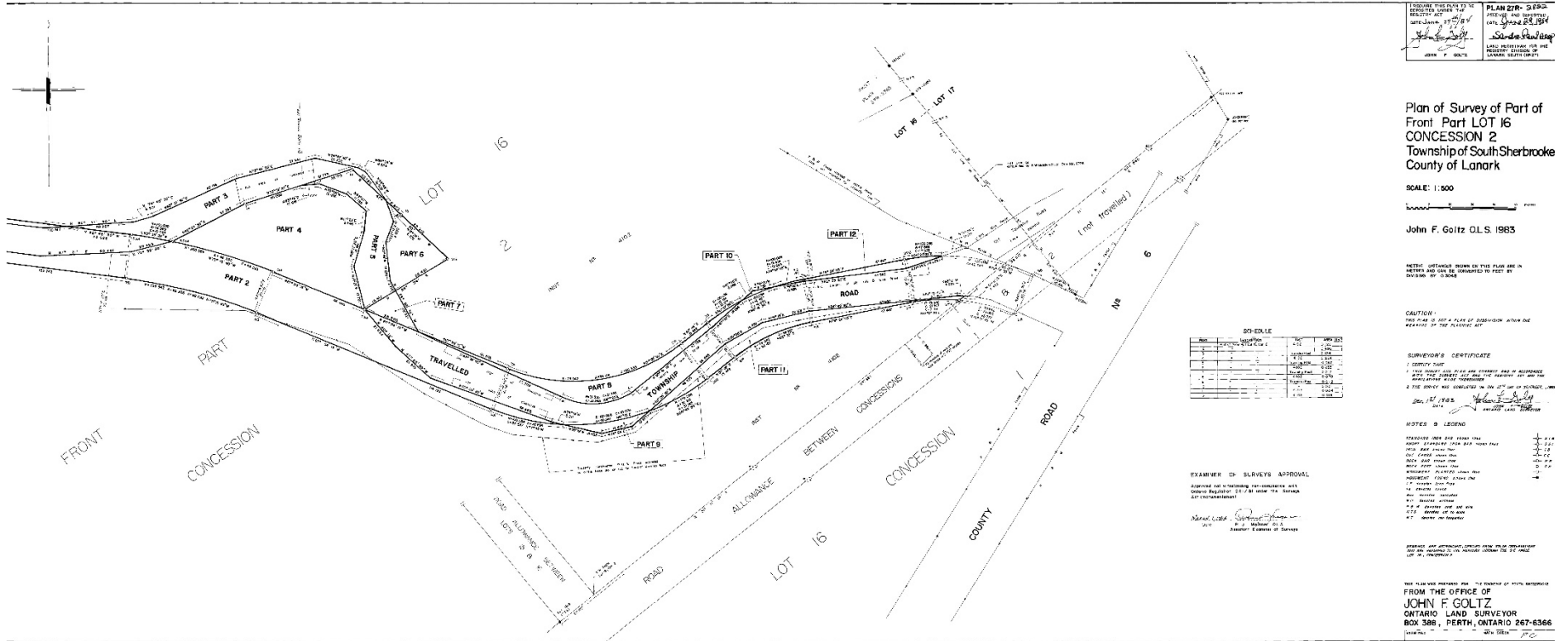
- 4.2** ENACTED AND PASSED this 25th day of February 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk

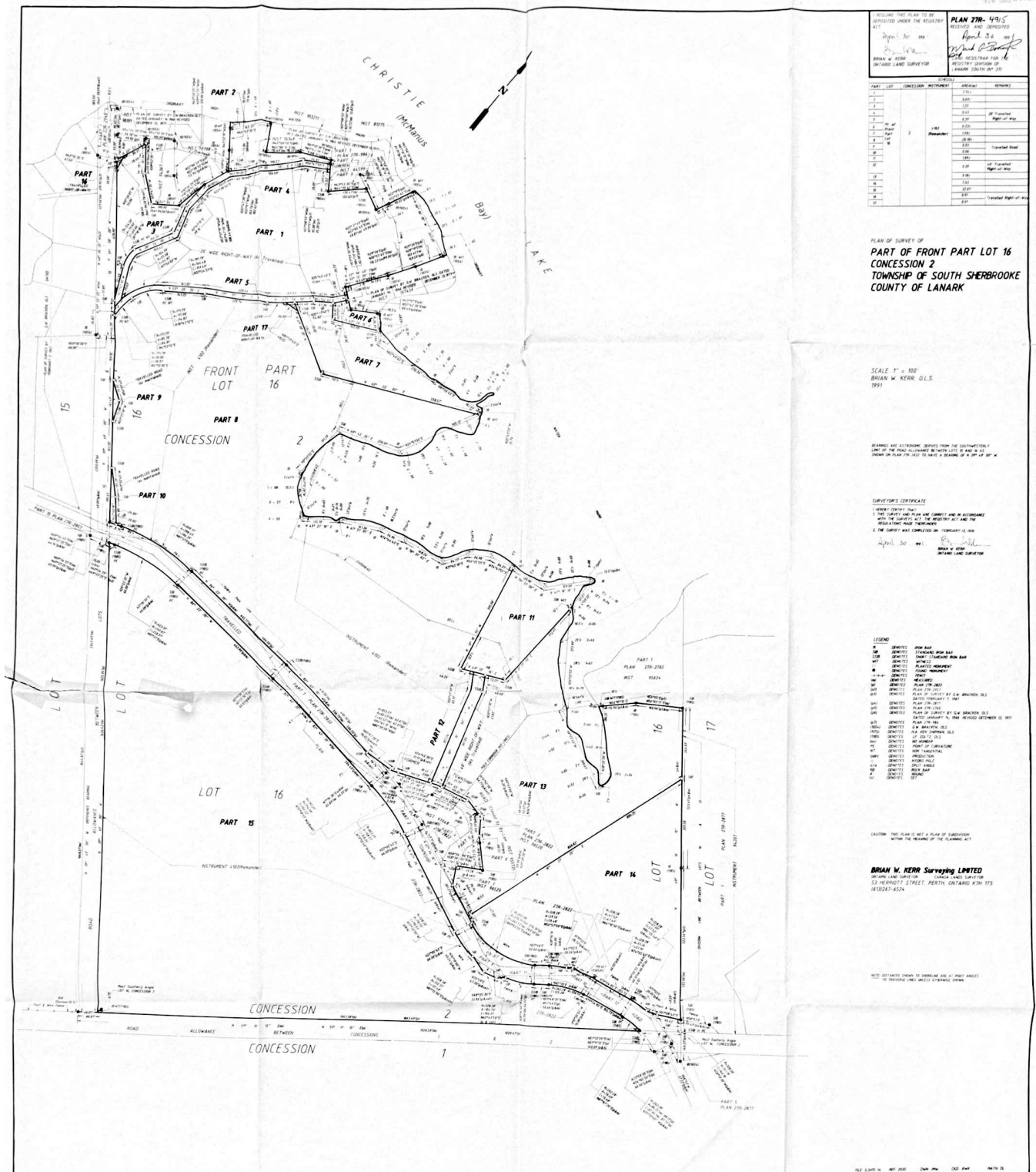
THE CORPORATION OF TAY VALLEY TOWNSHIP BY-LAW NO. 2025-010

SCHEDULE "A"



THE CORPORATION OF TAY VALLEY TOWNSHIP BY-LAW NO. 2025-010

SCHEDULE "B"



**THE CORPORATION OF TAY VALLEY TOWNSHIP
BY-LAW NO. 2025-010**

SCHEDULE "C"



THE CORPORATION OF TAY VALLEY TOWNSHIP

BY-LAW NO. 2025-011

A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETING HELD ON FEBRUARY 25TH, 2025

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 25th day of February, 2025 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. 2025-011**

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 25th day of February 2025.

Rob Rainer, Reeve

Amanda Mabo, Clerk