



COMMITTEE OF THE WHOLE MINUTES

Tuesday, March 4th, 2025

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

ATTENDANCE:

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

Staff Present: Amanda Mabo, Chief Administrative Officer/Clerk
Aaron Watt, Deputy Clerk
Sean Ervin, Public Works Manager (left at 6:05 p.m.)
Noelle Reeve, Planner (left at 6:30 p.m.)

Regrets: None.

1. CALL TO ORDER

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

2. AMENDMENTS/APPROVAL OF AGENDA

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

None.

6. PRIORITY ISSUES

i) **Report #PW-2025-06 – 2024 Annual Waste Site Reports.**

Members raised questions regarding:

- how long the Township is required to report on inactive waste sites
- the 23% reported increase in bag counts during 2024
- if a peer review or other type of independent evaluation is done in order to verify accuracy of the reports

The Public Works Manager explained that

- reporting is on a five (5) year cycle, and is done for reasons of risk management and due diligence
- the bag counts are a requirement, but they are found to not give an accurate measure of how full the bins are due to difference in bag sizes. A volumetric survey is performed and is a better representation of increase or decrease in waste volume
- peer review is possible but will incur costs, it is something that can be discussed at next budget cycle

Recommendation to Council:

“THAT, Report #PW-2025-06 - 2024 Waste Disposal Site Annual Reports, be received as information;

AND THAT, staff be directed to submit the 2024 Annual Reports for the Glen Tay, Maberly, Stanleyville, Christie Lake and Noonan sites to the Ministry of the Environment, Conservation and Parks before the March 31st, 2025 deadline, to be in conformity with the Certificates of Approval for each site.”

ii) **Report #PW-2025-04 – Microsurfacing Tender Award.**

Recommendation to Council:

“THAT, Schedules E to J of Tender #PW-C-09-2025-25-E0 for Microsurfacing be awarded to Miller Paving Limited;

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

iii) **Report #PW-2025-05 – Tandem Truck Purchase.**

Recommendation to Council:

“THAT, the quotes obtained through the Canoe Procurement Group from Francis Truck Center and Viking Plow Equipment (Gin-Cor) and Equipment Ltd. For a tandem truck be accepted;

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

The Public Works Manager left at 6:05 p.m.

iv) **Report #PD-2025-04 – 2024 Climate Action Plan Annual Report.**

Recommendation to Council:

“THAT, the Climate Action Plan Report Card for 2024 be approved and placed on the Township website;

THAT, the following specific implementation actions be undertaken in 2025:

- Investigate allocating the County grant to support the energy audit cost for residents with low income or who experience energy poverty;
- Confirm the electric vehicle purchase timeline and continue to educate the public on Total Cost procurement;
- Continue to pursue Federation of Canadian Municipalities funding for energy retrofits to get the municipal building off natural gas and onto a cheaper and less greenhouse gas producing heating and cooling system;
- Pursue funding for solar panels for climate resiliency and reduced energy costs for the municipal building; and
- Implement tree planting as a nature-based climate solution;

AND THAT, the Reeve repeat the request to the provincial Minister of Health to track heat deaths as Quebec and British Columbia do.”

v) **Report #PD-2025-05 – Deeming By-Law – 138 Miners Point Road (Philip Subdivision).**

Recommendation to Council:

“THAT, PL-4259 (Philip Subdivision) be amended through a deeming by-law providing an exemption for Lot 24 to receive an addition from part of Block A, geographic township of North Burgess (Roll #0911-911-020-12800 and Roll #0911-911-020-12803) known locally as 138 Miners Point Road to implement Ontario Superior Court Order regarding the vesting of Part A (Court File No. 12-00055763-0000).”

The Planner left at 6:30 p.m.

vi) **Report #FIN-2025-04 – 2024 Planning Act Financial Reporting for Parkland.**

Recommendation to Council:

“THAT, Report #FIN-2025-04 – 2024 Planning Act Financial Reporting for Parkland, be received for information.”

vii) **Report #FIN-2025-03 – 2024 Statement of Remuneration and Expenses.**

Recommendation to Council:

“THAT, Report #FIN-2025-03 – 2024 Statement of Remuneration and Expenses, be received for information.”

viii) **Report #FIN-2025-02 – 2024 Investment Report.**

Recommendation to Council:

“THAT, Report #FIN-2025-02 - 2024 Investment Report, be received as information.”

ix) **Report #FIN-2025-01 – 2025 Budget – PSAB Restatement.**

Recommendation to Council:

“THAT, Report #FIN-2025-01 - 2025 Budget – PSAB Restatement, be received as information.”

x) **Report #CAO-2025-09 – Livestreaming.**

The Chief Administrative Officer/Clerk provided clarification that:

- a number of emails have been coming in today regarding meeting livestreaming
- a number of those emails are confusing what occurred during Covid with what livestreaming is
- during Covid, the Township held electronic meetings where every participant was on their own device and on the screen, including Councillors and staff, whereas livestreaming is like watching TV where the meeting will still take place in the Council Chambers with Council and staff and the public would be present

The Chief Administrative Officer/Clerk provided some background for information contained in the report, explaining:

- the Township uses Lanark County Information Technology (IT) services
- Lanark County IT has done the procurement process for a preferred vendor for audio/visual equipment
- the vendor conducted a site visit to determine what equipment was onsite, and what hardware and software would be required to livestream meetings

- the vendor sent a quote
- the Township budgeted \$20,800 for livestreaming
- The received quote was \$22,200 over budget, a 107% overage, a total in excess of \$43,000
- staff met with Lanark County IT on at least three (3) occasions to formally discuss the quote and were back and forth with the vendor
- to provide some context for the quote, the Township currently does not have meeting management software
- being a small municipality, the cost of meeting management software could not be justified as it did not improve efficiency on the staff or public side
- as part of this quote, the Township needs meeting management software to run livestreaming
- in addition, the Township must also meet all IT requirements for compatibility with current systems, cyber security, legislation and policies, that is why an individual can put something in place for under \$10,000 where a corporate entity such as the Township cannot
- the report provides as much information to Council about the pros and cons of livestreaming and if Council chooses to move forward, the report also provides the impact it will have on staff and the timeline for implementation so that Council can make an informed decision

Members raised questions regarding:

- How well the livestreaming process is working for Lanark County Council and Committee meetings
- What process the County uses to livestream, and if the County currently does or does not record meetings

D. Findlay, Lanark County IT staff explained that:

- Lanark County livestreams during a meeting, and then the video is viewable on YouTube
- Lanark County is using very similar technology as is being suggested by the vendor quote received by Tay Valley Township

Members discussed:

- costs of set-up including equipment and software purchase
- costs of repair and upkeep
- costs of eventual replacement of components
- the potential of cost increases in equipment
- the overage in cost versus budgeted amount
- feedback from other municipalities regarding their switch to offering livestreaming
- feedback from Township residents regarding the addition of livestreaming
- the potential effects of technical failure during a meeting and the impact on the livestreaming service
- treating livestreaming as a service level increase, a good service to offer the community

- a service addition where the benefits outweigh the additional costs of implementation
- how the livestreaming service is another method of communication to residents
- an additional service added for cottagers and temporary residents

The Chief Administrative Officer/Clerk explained that:

- a specific platform, Facebook or otherwise, has not been selected because there are details regarding access, inclusiveness, security, and policy to determine once Council makes a decision to move forward or not
- of the ten (10) surrounding municipalities, including Lanark County and Smiths Falls, seven (7) are providing livestreaming services, however only one (1) municipality is providing the services within the full requirements of the legislation
- the matter would return to Council to decide on video recording and storage policies

The Committee was divided on the benefits of livestreaming versus the cost to implement it. Members discussed publishing a public survey for feedback on the addition of a livestreaming service for Township Committee of the Whole and Council meetings.

Recommendation to Council:

“THAT, an online survey be undertaken to receive feedback from property owners in the Township on the potential implementation of livestreaming for Committee of the Whole and Council Meetings;

AND THAT, the Options Considered in Report #CAO-2025-09 – Livestreaming, be deferred pending the feedback from the survey.”

xi) **Report #CAO-2025-08 – Proposed New Road Name – Bygrove Lane.**

“THAT, the necessary by-law to name an existing Private Road to Bygrove Lane as outlined in Report #CAO-2025-08 – Proposed New Road Name – Bygrove Lane (Private), be brought forward for approval.”

7. **CORRESPONDENCE**

i) **25-02-26 – Council Communication Package.**

Recommendation to Council:

“THAT, the 25-02-26 Council Communication Package be received for information.”

8. **COMMITTEE, BOARD & EXTERNAL ORGANIZATION UPDATES**

i) **Bolingbroke Cemetery Board – *deferred to the next meeting.***

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** – *deferred to the next meeting.*

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 that were attached to the agenda.

x) **Lanark County Traffic Advisory Working Group.**

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

xi) **County of Lanark.**

The Deputy Reeve reported that:

- Lanark County is one (1) of four (4) Ontario municipalities outside of Toronto to be selected to participate in a Rural Economic Development through Immigration (REDI) one-year pilot project
- The immigration pilot project is designed to identify, relocate, and match high-skill workers in areas such as construction, health care, and technology.

9. CLOSED SESSION

None.

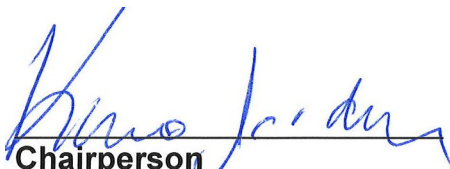
10. DEFERRED ITEMS

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

- *None.*

11. ADJOURNMENT

The Committee adjourned at 8:08 p.m.


Chairperson


Deputy Clerk