



## **COUNCIL MEETING MINUTES**

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**Tuesday, May 20<sup>th</sup>, 2025**

**6:00 p.m.**

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

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### **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

**Regrets:** None

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### **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 – April 22<sup>nd</sup>, 2025.**

**RESOLUTION #C-2025-05-01**

**MOVED BY:** Wayne Baker

**SECONDED BY:** Angela Pierman

**“THAT**, the minutes of the Council Meeting held on April 22<sup>nd</sup>, 2025, be approved as circulated.”

**ADOPTED**

- ii) **Committee of the Whole Meeting – May 6<sup>th</sup>, 2025.**

**RESOLUTION #C-2025-05-02**

**MOVED BY:** Keith Kerr

**SECONDED BY:** Greg Hallam

**“THAT**, the minutes of the Committee of the Whole Meeting held on May 6<sup>th</sup>, 2025, be approved as circulated.”

**ADOPTED**

- iii) **“Special” Council Meeting – May 13<sup>th</sup>, 2025.**

**RESOLUTION #C-2025-05-03**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Keith Kerr

**“THAT**, the minutes of the “Special” Committee of the Whole Meeting held on May 13<sup>th</sup>, 2025, be approved as circulated.”

**ADOPTED**

#### **5. DELEGATIONS & PRESENTATIONS**

- i) **Public Meeting – Request to Close a Portion of an Unopened Road Allowance – Wright.**

- a. **CLERK REVIEW OF FILE**

The Chief Administrative Officer/Clerk presented the PowerPoint presentation that was attached to the agenda.

- b. **APPLICANT COMMENTS**

The applicants were in attendance.

c. PUBLIC COMMENTS

None.

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Report #PD-2025-10 – Communal Services Policy and Procedure.**

**RESOLUTION #C-2025-05-04**

**MOVED BY:** Korrine Jordan

**SECONDED BY:** Greg Hallam

**“THAT**, once finalized, that a by-law be brought forward to adopt the Communal Servicing Policy and Procedures with a two-tiered approach for securities in Municipal Responsibility Agreements whereby a new system operated privately would require a 25% security of the replacement cost with the rest to be accumulated before the end of the useful life of the system, and for an existing system, the security would be negotiated with the owner based on legal advice.”

**ADOPTED**

- ii) **Report #PD-2025-10 – Communal Services Policy and Procedure – Frontenac Municipal Services Corporation.**

**RESOLUTION #C-2025-05-05**

**MOVED BY:** Fred Dobbie

**SECONDED BY:** Marilyn Thomas

**“THAT**, Tay Valley Township pursue an agreement with the Frontenac Municipal Services Corporation to provide water and wastewater liability coverage for development proposing communal services in Tay Valley Township so that Municipal Responsibility Agreements would not be needed.”

**ADOPTED**

- iii) **Report #PD-2025-09 – Bill 5 – Protect Ontario by Unleashing Our Economy Act, 2025, Schedule 10 – Proposed Changes to the Endangered Species Act, 2007 and a Proposal for the Species Conservation Act, 2025; Schedule 7 – Proposed Amendments to the Ontario Heritage Act; And Schedule 9 – Special Economic Zones Act, 2025.**

**RESOLUTION #C-2025-05-06**

**MOVED BY:** Marilyn Thomas

**SECONDED BY:** Fred Dobbie

**“THAT**, staff submit comments to the Environmental Registry of Ontario posting on key areas of importance to Tay Valley Township, as identified in Report #PD-2025-09 – Bill 5 – Protect Ontario by Unleashing Our Economy Act, 2025; Schedule 10 – Proposed Changes to the Endangered Species Act, 2007 and a Proposal for the Species Conservation Act, 2025; Schedule 7 – Proposed Amendments to the Ontario Heritage Act; and Schedule 9 – Special Economic Zones Act, 2025, by the deadline of May 17, 2025;

**AND THAT**, this report be circulated to the Minister of Environment Conservation and Parks, Minister of Citizenship and Multiculturalism, Ministry of Economic Development, Job Creation and Trade, local MPP Jordan, and the Rural Ontario Municipal Association.”

**ADOPTED**

- iv) **Report #PW-2025-09 – Blue Box Program Changes to Non-Eligible Sources.**

**RESOLUTION #C-2025-05-07**

**MOVED BY:** Angela Pierman

**SECONDED BY:** Wayne Baker

**“THAT**, staff prepare and distribute a survey to the Township’s Non-Eligible Sources to gather further information regarding the blue box recycling practices of these properties”

**ADOPTED**

- v) **Report #PW-2025-10 – Traffic Counting Services – RFP Award.**

**RESOLUTION #C-2025-05-08**

**MOVED BY:** Wayne Baker

**SECONDED BY:** Angela Pierman

**“THAT**, the Request for Proposal (RFP) #2025-PW-006 – Traffic Counting Services be awarded to Traffic-Survey-Analysis Inc;

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

**ADOPTED**

- vi) **Report #FIN-2025-08 – New Financial System (ERP).**

**RESOLUTION #C-2025-05-09**

**MOVED BY:** Keith Kerr

**SECONDED BY:** Greg Hallam

**“THAT**, staff be authorized to place a deposit with Endeavour Solutions Inc. for the migration from Microsoft Dynamics Great Plains (GP) to Microsoft Dynamics 365 Business Central (SaaS Cloud ERP) inclusive of the SylogistGov recommended specific add-ons;

**THAT**, the deposit and initial licensing costs be funded from the Contingency Reserve;

**THAT**, the estimated ERP operating costs be included in the 2026 and future years budgets;

**AND THAT**, section 7.4 of the Procurement Policy, the requirement for competitive bid solicitations, be waived.”

**ADOPTED**

- vii) **Report #PW-2025-08 – Proposed New Road Name & Amendment to Road Naming By-Law – Cedarwood Way & Bishops Way.**

**RESOLUTION #C-2025-05-10**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Keith Kerr

**“THAT**, the necessary by-law to name an existing Private Road to Cedarwood Way and amend the description of another existing Private Road, Bishops Way, as outlined in Report #CAO-2025-15 – Proposed New Road Name & Amendment to Road Naming By-Law – Cedarwood Way & Bishops Way, be brought forward for approval.”

**ADOPTED**

- viii) **Report #CAO-2025-16 – Road Naming Policy – Exemption Consideration – Crudden and Storer.**

**RESOLUTION #C-2025-05-11**

**MOVED BY:** Korrine Jordan

**SECONDED BY:** Greg Hallam

**“THAT**, the right-of-way on the property at 164 Althorpe Road be exempt from the Road Naming Policy as long as it continues to be used solely for farm access, the property at 164 Althorpe Road and the adjacent farm property continue to have frontage on a Public Road (Althorpe Road), and the farm property obtain a civic address, as outlined in Report #CAO-2025-28 – Road Naming Policy – Exemption Consideration (Crudden and Storer).”

**ADOPTED**

- ix) **Report #CAO-2025-17 – Proposed New Road Name & Amendment to Road Naming By-Law – Buchanan Road & Clear Lake Lane 11.**

**RESOLUTION #C-2025-05-12**

**MOVED BY:** Fred Dobbie

**SECONDED BY:** Marilyn Thomas

**“THAT**, the necessary by-law to name an existing Private Road “Buchanan Road” and to properly describe both Buchanan Road and Clear Lake Lane 11, as outlined in Report #CAO-2025-17 – Proposed New Road Name – Buchanan Road and Clear Lake Lane 11, be brought forward for approval following receipt of the final deposited survey.”

**ADOPTED**

- x) **Report #CAO-2025-18 – Proposed New Road Name – Little Beaver Bend.**

**RESOLUTION #C-2025-05-13**

**MOVED BY:** Marilyn Thomas

**SECONDED BY:** Fred Dobbie

**“THAT**, the necessary by-law to name an existing Private Road to Little Beaver Bend as outlined in Report #CAO-2025-18 – Proposed New Road Name – Little Beaver Bend, be brought forward for approval once the required survey is deposited with Land Registry.”

**ADOPTED**

- xi) **Report #CAO-2025-19 – Proposed Amendment to the Road Naming By-Law – By-Grove Lane (Public), Crozier Road and Posner Lane.**

**RESOLUTION #C-2025-05-14**

**MOVED BY:** Angela Pierman

**SECONDED BY:** Wayne Baker

“**THAT**, the necessary by-law to amend the Road Naming By-Law to properly include and describe three existing Public Roads, as outlined in Report #CAO-2025-19 – Proposed Amendment to the Road Naming By-Law – Bygrove Lane (Public), Crozier Road and Posner Lane, be brought forward to the next Council meeting for approval.”

**ADOPTED**

- xii) **Report #CAO-2025-20 – Road Closing – Mutton’s Road.**

**RESOLUTION #C-2025-05-15**

**MOVED BY:** Wayne Baker

**SECONDED BY:** Angela Pierman

“**THAT**, Report #CAO-2025-20 – Road Closing – Mutton’s Road, be received for information;

**AND THAT**, the necessary by-law come forward to Council for approval.”

**ADOPTED**

- xiii) **Appointment of Soccer Volunteers.**

**RESOLUTION #C-2025-05-16**

**MOVED BY:** Keith Kerr

**SECONDED BY:** Greg Hallam

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

- Kristin Biscaro
- Ryan Brown
- Erin Cameron
- Jessica Cook
- Elizabeth Davies
- Aaron Doyle
- Barry Emslie
- Ti Ertek
- Christopher Fram
- Andy Hawkley
- Leanna Lewis

- Susan Leonard
- Phil Lepage
- Todd McDonald
- Mallory McDougall
- Mackenzie McPherson
- Sarah Meharg
- Taylor Milotte
- Steve Needham
- Jayson Quinnville
- Jenn Richardson
- Nathan Riley
- Steve Rodino
- Bryan Scott
- Kristi Stead
- Daelin Verkindt
- John Watts
- Lisa Weststrate
- Kristen Widenmaier.”

**ADOPTED**

xiv) **25-04-30 – Council Communication Package.**

**RESOLUTION #C-2025-05-17**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Keith Kerr

“**THAT**, the 25-04-30 Council Communication Package be received for information.”

**ADOPTED**

xv) **25-04-07 – 2024 Integrity Commissioner Services – Annual Report.**

**RESOLUTION #C-2025-05-18**

**MOVED BY:** Korrine Jordan

**SECONDED BY:** Greg Hallam

“**THAT**, the 2024 Integrity Commissioner Services – Annual Report be received for information.”

**ADOPTED**



## 8. BY-LAWS

- i) **By-Law No. 2025-023 – Zoning By-Law Amendment – Cameron.**

**RESOLUTION #C-2025-05-19**

**MOVED BY:** Fred Dobbie

**SECONDED BY:** Marilyn Thomas

“**THAT**, By-Law No. 2025-023, being a by-law to amend Zoning By-Law No. 2002-121 (779 Brooks Corner, Part Lot 2, Concession 6, geographic Township of North Burgess) be read a first, second, and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

- ii) **By-Law No. 2025-026 – Road Naming – Cedarwood Way and Bishops Way.**

**RESOLUTION #C-2025-05-20**

**MOVED BY:** Marilyn Thomas

**SECONDED BY:** Fred Dobbie

“**THAT**, By-Law No. 2025-026, being a by-law to amend Road Naming By-Law No. 98-87 (Cedarwood Way and Bishops Way), be read a first, second, and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

- iii) **By-Law No. 2025-027 – Road Naming – Bygrove Lane (Public), Crozier Road, Posner Lane.**

**RESOLUTION #C-2025-05-21**

**MOVED BY:** Angela Pierman

**SECONDED BY:** Wayne Baker

“**THAT**, By-Law No. 2025-027, being a by-law to amend Road Naming By-Law No. 98-87 (Bygrove Lane (Public), Crozier Road, Posner Lane), be read a first, second, and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

- iv) **By-Law No. 2025-028 – Road Name Removal – Lakebreeze Lane.**

**RESOLUTION #C-2025-05-22**

**MOVED BY:** Wayne Baker

**SECONDED BY:** Angela Pierman

“**THAT**, By-Law No. 2025-028, being a by-law to repeal By-Law No. 2023-045, being a by-law to amend Road Naming By-Law No. 98-87, (Lakebreeze Lane), be read a first, second, and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

## 9. NEW/OTHER BUSINESS

- i) **Report #PW-2025-11 – Federation of Canadian Municipalities Green Municipal Fund – Sustainable Buildings Stream.**

### **RESOLUTION #C-2025-05-23**

**MOVED BY:** Keith Kerr

**SECONDED BY:** Greg Hallam

**“THAT**, the Corporation of Tay Valley Township commit to the upset limit of \$16,550 as the municipality’s contribution of the FCM GMF Sustainable Buildings Stream;

**THAT**, the \$16,550 be funded from the Contingency Reserve unless other grant opportunities are available;

**AND THAT**, the Chief Administrative Officer/Clerk be authorized to submit an application to FCM under the Sustainable Municipal Buildings Stream.”

**ADOPTED**

## 10. CALENDARING

<b>Meeting</b>	<b>Date</b>	<b>Time</b>	<b>Location</b>
Lanark County OPP Detachment Board Meeting	May 21 <sup>st</sup>	8:30 a.m.	Carleton Place
RVCA Board of Directors Meeting	May 22 <sup>nd</sup>	6:30 p.m.	RVCA Offices
Committee of Adjustment Hearing	May 26 <sup>th</sup>	5:00 p.m.	Municipal Office
Emergency Management Program Committee Meeting	May 27 <sup>th</sup>	1:00 p.m.	Municipal Office
Forest Trail Park Grant Opening	May 29 <sup>th</sup>	11:00 a.m.	Forest Trail Park
Committee of the Whole Meeting	June 3 <sup>rd</sup>	6:00 p.m.	Municipal Office
Bolingbroke Cemetery Board Meeting	June 5 <sup>th</sup>	2:00 p.m.	Municipal Office
History Scholarship Selection Committee Meeting	June 11 <sup>th</sup>	2:00 p.m.	Municipal Office
Green Energy and Climate Change Working Group Meeting	June 13 <sup>th</sup>	2:00 p.m.	Municipal Office
Council Meeting	June 17 <sup>th</sup>	6:00 p.m.	Municipal Office

## 11. CLOSED SESSIONS

None.

**12. CONFIRMATION BY-LAW**

- i) **By-Law No. 2025-029 - Confirmation By-Law – May 20<sup>th</sup>, 2025.**

**RESOLUTION #C-2025-05-24**

**MOVED BY:** Greg Hallam


**SECONDED BY:** Keith Kerr

**“THAT**, By-Law No. 2025-029, being a by-law to confirm the proceedings of the Council meeting held on May 20<sup>th</sup>, 2025, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

**13. ADJOURNMENT**

Council adjourned at 6:23 p.m.



Rob Rainer, Reeve



Aaron Watt, Deputy Clerk