



## COMMITTEE OF THE WHOLE MINUTES

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**Tuesday, August 12<sup>th</sup>, 2025**

**Immediately following the Public Meeting – Zoning By-Law Amendment(s) at 5:00 p.m.  
Tay Valley Municipal Office – 217 Harper Road, Perth, Ontario  
Council Chambers**

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### **ATTENDANCE:**

**Members Present:** Chair, Deputy Reeve Fred Dobbie  
Reeve Rob Rainer  
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, (left at 8:00 p.m.)  
Noelle Reeve, Planner (left at 7:39 p.m.)

**Regrets:** Councillor Wayne Baker

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### **1. CALL TO ORDER**

The meeting was called to order at 6:30 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**

Reeve Rainer and Deputy Reeve Dobbie informed the Committee that their spouses are applying to become Township volunteers, and that they will not participate in discussion on that matter.

Deputy Reeve Dobbie declared a pecuniary interest and/or conflict of interest on item 6 ix – Appointment of Volunteers – Community Services because relative spouse.

Reeve Rainer declared a pecuniary interest and/or conflict of interest on item 6 ix – Appointment of Volunteers – Community Services because his spouse is to be appointed as a volunteer.

#### **4. APPROVAL OF MINUTES OF PUBLIC MEETINGS**

None.

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

##### **i) Presentation: 2025 History Scholarship Update.**

Kay Rogers gave the verbal report attached to the agenda.

K. Rogers explained that:

- no recipient was chosen for the 2025 History Scholarship
- the Tay Valley Township History Scholarship is currently the highest dollar-amount local scholarship available to Perth high school students
- the History Scholarship Selection Committee has discussed revising the application, application process, and requirements for the scholarship due to concerns over AI generated submissions

Recommendation to Council:

“**THAT**, the 2025 History Scholarship Annual Update be received for information.”

#### **6. PRIORITY ISSUES**

##### **i) Report #CAO-2025-25 – Livestreaming and Council Chamber Audio/Visual System.**

A Member questioned why Option four (4), to not offer livestreaming, was included in the report after Council had made a motion to implement it.

The Chief Administrative Officer/Clerk explained that;

- the resolution in question directs livestreaming to be implemented
- the verbal instructions given to staff were to bring back livestreaming options to consider
- the report presents the easiest options to implement livestreaming
- option four (4) was included in case Council chose to reconsider its decision

Members discussed the desire to start livestreaming quickly, efficiently and cost effectively. A Member further suggested that staff explore the options of having the meetings recorded and stored for future viewing so that Council could discuss whether they wanted to implement this or not.

Recommendation to Council:

“**THAT**, the broken audio system in the Council Chambers be replaced, funded from the contingency reserve.”

Recommendation to Council:

“**THAT**, livestreaming be implemented for Council meetings, Committee of the Whole meetings and Public Meetings as defined in the Procedural By-Law.”

Recommendation to Council:

“**THAT**, staff explore options for recording and storing meetings.”

The Committee acknowledged that the exploration of recording and storing meetings may not occur until the next term of Council due to the other commitments and priorities ahead of this request.

The Committee also acknowledged that the Procedural By-Law would need to be updated to implement livestreaming and the goal was to have it live for the first budget meeting at the end of October.

ii) **Report #PD-2025-16 – Advancing Implementation Training Initiative (AITI) Update.**

Recommendation to Council:

“**THAT**, the Planner be permitted to attend the AITI funded, out of province conference in Halifax, Nova Scotia from October 6 to 8, 2025.”

iii) **Report #PD-2025-17 – Summary of the Joint Conference of the Ontario Professional Planners Institute and the Canadian Institute of Planners.**

Recommendation to Council:

“**THAT**, Report #PD-2025-17 – Summary of the Joint Conference of the Ontario Professional Planners Institute and the Canadian Institute of Planners, be received for information.”

The Planner left at 7:39 p.m.

iv) **Report #FIN-2025-09 – Budget Review and Forecast as at July 31, 2025.**

Recommendation to Council:

“**THAT**, Report #FIN-2025-09 - Budget Review and Forecast as at July 31, 2025, be received for information.”

The CAO/Clerk informed Council that the Township is at a critical point in time where efficiencies have been implemented and the budget has been streamlined. If the budget is to be reduced, then it will need to be the elimination of a service that is currently being provided or a reduction in a service level.

The Treasurer left at 8:00 p.m.

- v) **Report #PW-2025-15 – Doran Road Guide Rail Replacement – Tender Award.**

Recommendation to Council:

“**THAT**, Doran Road Guide Rail Replacement, Tender #2025-PW-010, be awarded to Hughson Fencing & Guiderail;

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

- vi) **Report #CAO-2025-26 – Road Naming Amendment – Miner’s Point Route A.**

Recommendation to Council:

“**THAT**, the necessary by-law to update the description of an existing Private Road - Miner’s Point Route A, as outlined in Report #CAO-2025-26 – Road Naming By-Law Amendment – Miner’s Point Route A, be brought forward for approval.”

- vii) **Report #CAO-2025-27 – Proposed New Road Name – Strawberry Lane.**

Recommendation to Council:

“**THAT**, the necessary by-law to name an existing Private Road to Strawberry Lane, as outlined in Report #CAO-2025-27 – Proposed New Road Name – Strawberry Lane, be brought forward for approval.”

- viii) **Council Appointment to the Green Energy and Climate Change Working Group.**

Recommendation to Council:

“**THAT**, the Council of the Corporation of Tay Valley Township appoint Councillor Keith Kerr to the Green Energy and Climate Change Working Group for a term ending November 17, 2026.”

- ix) **Appointment of Volunteers – Community Services.**

The Deputy Reeve stepped down from the Chair due to his conflict of interest on the matter.

Councillor Thomas assumed the Chair.

Councillor Hallam brought it to the Committee’s attention that his wife, Margot Hallam should also be appointed as she volunteers from time to time.

Councillor Hallam declared a pecuniary interest and/or conflict of interest on item 6 ix – Appointment of Volunteers – Community Services because Margot Hallam is his spouse.

The Reeve, Deputy Reeve and Councillor Hallam did not participate in the discussion on this matter.

Recommendation to Council:

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

- Brenda Arthur
- Michelle Baker
- Olga Zuyderhoff
- Mary Lou Carol
- Margot Hallam
- Donna Dobbie.”

Councillor Thomas stepped down as Chair.  
The Deputy Reeve resumed the Chair.

x) **Bolingbroke Cemetery Board – Resignations.**

Recommendation to Council:

“**THAT**, the following volunteers be removed from the Bolingbroke Cemetery Board effective August 12<sup>th</sup>, 2025:

- Doug Boyd
- Betty Ann Gillespie.”

xi) **Wild Parsnip.**

Deputy Reeve Dobbie explained that:

- wild parsnip is out of control along some Township roads
- it is a noxious weed
- questions have been received regarding what the Township is going to do to control it
- Lanark County boom sprayed five (5) years ago and then did spot treatments where needed to control growth and spreading
- the plant is out of control again
- mowing does not capture the full road allowance

Members discussed the benefits and drawbacks of spraying to control wild parsnip.

Recommendation to Council:

“**THAT**, staff bring back a report with options on how to control wild parsnip.”

## 7. CORRESPONDENCE

- i) **Lanark County OPP Detachment Board and Policing Activities 2024 Annual Report.**

Recommendation to Council:

“**THAT**, the Lanark County OPP Detachment Board and Policing Activities 2024 Annual Report be received for information.”

- ii) **Lanark County Situation Table Annual Report 2024.**

Recommendation to Council:

“**THAT**, the Lanark County Situation Table Annual Report 2024 be received as information.”

- iii) **25-06-25 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 25-06-25 Council Communication Package be received for information.”

- iv) **25-07-30 – Council Communication Package.**

Recommendation to Council:

“**THAT**, the 25-07-30 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.**

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

- 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 summary and minutes that were attached to the agenda.

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

The Committee reviewed the summary and 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 Reeve reported that:

- Lanark County Home Builders Association is having a dinner, reception, and speaker on September 16<sup>th</sup>, 2025, and will share the invitation with Members of Council
- no meetings were held in July, nothing further to report

**9. CLOSED SESSION**

i) **CONFIDENTIAL: Litigation or Potential Litigation – 750/761 Christie Lake Lane 32D.**

The Committee moved “in camera” at 8:15 p.m. to address a matter pertaining to litigation or potential litigation, including matters before an administrative tribunals, affecting the municipality or local board regarding 750/761 Christie Lake Lane 32D and the Chief Administrative Officer/Clerk and Deputy Clerk, remained in the room.

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

The Chair rose and reported that direction was provided to staff regarding 750/761 Christie Lake Lane 32D.

ii) **CONFIDENTIAL: Potential Litigation – Identifiable Individuals.**

The Committee moved “in camera” at 8:35 p.m. to address a matter pertaining to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board regarding identifiable individuals and the Chief Administrative Officer/Clerk and Deputy Clerk remained in the room.

The Committee returned to open session at 8:48 p.m.

The Chair rose and reported that direction was provided regarding potential litigation and identifiable individuals.

**10. DEFERRED ITEMS**

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

- *None.*

**11. ADJOURNMENT**

The Committee adjourned at 8:48 p.m.

  
Chairperson

  
Aaron Watt, Deputy Clerk