



COUNCIL MEETING MINUTES

Tuesday, October 21st, 2025

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

- i) Addition under Approval of Minutes – “Special” Council Meeting – October 17th, 2025.
- ii) Addition under Approval of Minutes – “Special” Council Meeting (Closed Session – Identifiable Individual – Litigation – 750/761 Christie Lake Lane 32D) – October 17th, 2025.
- iii) Addition under New/Other Business – Appointment of Hockey Volunteer.
- iv) Addition under New/Other Business – Contract Position – Election Assistant.

The agenda was adopted as amended.

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 – September 23rd, 2025.

RESOLUTION #C-2025-10-03

MOVED BY: Angela Pierman

SECONDED BY: Wayne Baker

“THAT, the minutes of the Council Meeting held on September 23rd, 2025, be approved as circulated.”

ADOPTED

ii) Council Meeting (Closed Session – Litigation – 750/761 Christie Lake Lane 32D) – September 23rd, 2025.

RESOLUTION #C-2025-10-04

MOVED BY: Wayne Baker

SECONDED BY: Angela Pierman

“THAT, the minutes of the Council Meeting (Closed Session – Litigation – 750/761 Christie Lake Lane 32D) held on September 23rd, 2025, be approved as circulated.”

ADOPTED

iii) Committee of the Whole Meeting – October 7th, 2025.

RESOLUTION #C-2025-10-05

MOVED BY: Keith Kerr

SECONDED BY: Greg Hallam

“THAT, the minutes of the Committee of the Whole Meeting held on October 7th, 2025, be approved as circulated.”

ADOPTED

- iv) **Committee of the Whole Meeting (Closed Session – Identifiable Individual) – October 7th, 2025.**

RESOLUTION #C-2025-10-06

MOVED BY: Greg Hallam

SECONDED BY: Keith Kerr

“THAT, the minutes of the Committee of the Whole (Closed Session – Identifiable Individual) held on October 7th, 2025, be approved as circulated.”

ADOPTED

- v) **“Special” Council Meeting – October 17th, 2025.**

RESOLUTION #C-2025-10-07

MOVED BY: Greg Hallam

SECONDED BY: Keith Kerr

“THAT, the minutes of the “Special” Council Meeting held on October 17th, 2025, be approved as circulated.”

ADOPTED

- vi) **“Special” Council Meeting (Closed Session – Identifiable Individual – Litigation – 750/761 Christie Lake Lane 32D) – October 17th, 2025.**

RESOLUTION #C-2024-10-08

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“THAT, the minutes of the “Special” Council Meeting (Closed Session – Litigation – 750/761 Christie Lake Lane 32D) held on October 17th, 2025, be approved as circulated.”

ADOPTED

5. DELEGATIONS & PRESENTATIONS

- i) **Presentation: 2026 Budget and Staffing.**

The Chief Administrative Officer/Clerk gave a PowerPoint presentation – *attached, page 13.*

RESOLUTION #C-2025-10-09

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“THAT, the 2026 Budget and Staffing Pressures presentation be received for information.”

ADOPTED

6. CORRESPONDENCE

None.

7. MOTIONS

- i) **Delegation: Climate Network Lanark – Neighbourhood Climate Concierge.**

RESOLUTION #C-2025-10-10

MOVED BY: Marilyn Thomas

SECONDED BY: Fred Dobbie

“THAT, The Climate Network Lanark – Neighbourhood Climate Concierge presentation on October 7th, 2025 be received for information.”

ADOPTED

- ii) **Delegation: Core Capital Campaign and Hospital Update.**

RESOLUTION #C-2025-10-11

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“THAT, the Perth & Smiths Falls District Hospital Core Capital Campaign and Hospital Update on October 7th, 2025 be received for information.”

ADOPTED

- iii) **Report #PW-2025-22 – 10-Year Capital Plan – Facilities.**

RESOLUTION #C-2025-10-12

MOVED BY: Angela Pierman

SECONDED BY: Wayne Baker

“THAT, the Glen Tay Waste Site Shed be replaced when the waste site operations are relocated;

THAT, when the Glen Tay Waste Site operations are relocated a proper scale house be installed;

THAT, all capital expenditures except for the Building Condition Assessment be put on hold for the ReUse Centre building until the Glen Tay Waste Site operations are relocated;

THAT, the ReUse Centre be reassessed with possible replacement needed to meet accessibility standards when the Glen Tay Waste Site operations are relocated;

THAT, \$750/year be added to the Operating budget for the Maberly Waste Site Shed for maintenance requirements;

THAT, \$750/year be added to the Operating budget for the Stanleyville Waste Site Shed for maintenance requirements;

THAT, all capital expenditures be put on hold for the Maberly Garage until a Functional Assessment of the Public Works Department occurs in 2027;

THAT, all capital expenditures be put on hold for the Burgess Garage, except for health and safety items, until a Functional Assessment of the Public Works Department occurs in 2027;

THAT, all capital expenditures be put on hold for the Bathurst Garage, except for health and safety items, until a Functional Assessment of the Public Works Department occurs in 2027;

THAT, since the Burgess Hall is attached to the public works garage, all capital expenditures be put on hold for the Burgess Hall until a Functional Assessment of the Public Works Department occurs in 2027;

AND THAT, in 2027 consider expansion of the Maberly Hall as timing will coincide with the barrier free washroom and kitchen work as well as the Functional Assessment of the Public Works Department (Maberly Garage)."

ADOPTED

iv) **Report #PW-2025-21 – H. Mather Drain Maintenance – Tender Award.**

RESOLUTION #C-2025-10-13

MOVED BY: Wayne Baker

SECONDED BY: Angela Pierman

"THAT, Tender #2025-PW-014 – H. Mather Drain Maintenance be awarded to Shade Group Inc.;

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

ADOPTED

v) **Report #PW-2025-20 – Steamer Purchase – Sole Source.**

RESOLUTION #C-2025-10-14

MOVED BY: Keith Kerr

SECONDED BY: Greg Hallam

"THAT, Section 7.3 of the Township's Procurement Policy be waived;

THAT, staff be authorized to proceed with the sole source purchase of a steamer from Clark-Kavanagh Homes Inc. for a Thompson Steamer, Model A, for the amount of \$21,585.00 plus HST;

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

ADOPTED

- vi) **Report #CAO-2025-33 – Fire Protection Agreement for Automatic Aid – Smiths Falls.**

RESOLUTION #C-2025-10-15

MOVED BY: Greg Hallam

SECONDED BY: Keith Kerr

“**THAT**, the Fire Protection Agreement for Automatic Aid with the Township of Smiths Falls be approved and the necessary by-law brought forward.”

ADOPTED

- vii) **Report #CAO-2025-36 – Replacement of Township Entrance Signs (Gateway Signs).**

RESOLUTION #C-2025-10-16

MOVED BY: Fred Dobbie

SECONDED BY: Marilyn Thomas

“**THAT**, staff proceed with signage and design options as shown in Report #CAO-2025-36, and as discussed during the Committee of the Whole Meeting on October 7, 2025, including selecting;

- a narrow rectangle shape
- a black background
- white text and Township logo
- inclusion of Township website address and slogan.”

ADOPTED

- viii) **Report #CAO-2025-34 – Multi-Year Accessibility Plan Update.**

RESOLUTION #C-2025-10-17

MOVED BY: Marilyn Thomas

SECONDED BY: Fred Dobbie

“**THAT**, staff obtain feedback on the draft multi-year accessibility plan as outlined in Report #CAO-2025-24 – Multi-Year Plan Accessibility Update.”

ADOPTED

- ix) **Report #CAO-2025-32 – Proposed New Road Name – Moon Ridge Lane.**

RESOLUTION #C-2025-10-18

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“THAT, the necessary by-law to name a relocated existing Private Road to Moon Ridge Lane as outlined in Report #CAO-2025-32 – Proposed New Road Name – Moon Ridge Lane, be brought forward for approval.”

ADOPTED

- x) **Report #CAO-2025-37 – Request to Close a Portion of a Quarter Sessions Road.**

RESOLUTION #C-2025-10-19

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

“THAT, Council declares Part Lot 16, Concession 4, Bathurst, being Part 1 on 27R7893 (PIN 05196-0212), surplus to the Township’s needs;

THAT, Council agrees to proceed with the application to stop up, close and sell the said portion of a Quarter Sessions Road as outlined in Report #CAO-2025-37 - Request to Close a Portion of a Quarter Sessions Road, as per the Road Closing and Sale Policy and call a Public Meeting;

AND THAT, an Amendment to the Road Naming By-Law to update the legal description of Semler Lane following the closure of the subject portion of road be brought forward.”

ADOPTED

- xi) **Report #CAO-2025-35 – Hall Rental – Manie Daniels Centre.**

RESOLUTION #C-2025-10-20

MOVED BY: Keith Kerr
SECONDED BY: Greg Hallam

“THAT, the Reeve and Clerk be authorized to enter into an agreement with Love Soluble (Manie Daniels Centre) whereby the monthly rental fee for the Maberly Hall would be waived in exchange for volunteer hours with the Township.”

ADOPTED

- xii) **25-09-24 – Council Communication Package.**

RESOLUTION #C-2025-10-21

MOVED BY: Greg Hallam
SECONDED BY: Keith Kerr

“**THAT**, the 25-09-24 Council Communication Package be received for information.”

ADOPTED

- xiii) **25-08-25 – Municipality of Tweed – Collaborative Action on Sustainable Waste Management in Ontario.**

RESOLUTION #C-2025-10-22

MOVED BY: Fred Dobbie
SECONDED BY: Marilyn Thomas

“**WHEREAS**, the Council of the Corporation of Tay Valley Township Support the Municipality of Tweed’s resolution regarding waste incineration and a more Robust Recycling Program;

AND WHEREAS, It is incumbent upon the members of council, MPP's and MPs to make the decisions that will result in the most positive outcomes for now and future generations;

AND WHEREAS, with large urban centres now looking in rural areas of our province and entire country for lands to bury their garbage waste;

AND WHEREAS, a large landfill site owned by a large urban centre which receives 50% of their garbage at the present time is expected to be full by 2029 creating more environmental impacts;

AND WHEREAS, continuing to bury garbage in the ground will result in our future generations having lost potable groundwater as a result of garbage leachate rendering it unusable;

AND WHEREAS, burying garbage, particularly organic waste in landfills, leads to the production of methane a greenhouse gas, which escapes into the atmosphere and contributes to climate change causing more environmental destruction;

AND WHEREAS, we continue to destroy our environment jeopardizing our future generations;

AND WHEREAS, we have worldwide technology that will allow us the use of clean incineration and also produce much needed electric energy;

AND WHEREAS, the incineration of household and other municipal waste has a long tradition in Germany, which currently has 156 municipal thermal waste incineration facilities with an aggregate annual capacity of around 25 million tons;

AND WHEREAS, with a strong focus on community involvement, innovative infrastructure, and sustainable practices, Germany has set a high bar for municipal recycling programs that the rest of the world can learn from and emulate;

AND WHEREAS, at the present time, Germany recycles 66.1% of its garbage waste at a municipal level. This places the country as the most effective and prominent country when it comes to recycling in the entire world. This highlights the citizen's strength and motivation to deal with environmental issues on a daily basis;

AND WHEREAS, German schools often integrate recycling education into their curriculum. This early exposure to the importance of recycling instills a sense of responsibility in the younger generation, creating a culture of sustainability that transcends generations;

BE IT RESOLVED THAT, the Council of Tay Valley Township support the Municipality of Tweed in investigating the possibility of working together with Ontario Municipalities, Provincial and Federal Governments and manufacturing partners to form a working group to ensure that waste disposal issues can be resolved quickly, efficiently and effectively with the use of incineration, more robust recycling programs and sustainable practices, so that future generations will not suffer from our environmental mismanagement;

AND THAT, this support be sent to Premier Ford, Marit Stiles, Leader of the Official Opposition Party, and all Ontario Municipalities.”

ADOPTED

8. BY-LAWS

i) By-Law No. 2025-049 – Zoning Amendment – Jones.

RESOLUTION #C-2025-10-23

MOVED BY: Marilyn Thomas

SECONDED BY: Fred Dobbie

“**THAT**, By-Law No. 2025-049, being a by-law to amend Zoning By-Law No. 2002-121 (214 Ferrier Road East, Part Lot 1, Concession 10, geographic Township of Burgess, now in Tay Valley Township, County of Lanark), be read a first, second, and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

- ii) **By-Law No. 2025-050 – Fire Protection Services Agreement – Automatic Aid.**

RESOLUTION #C-2025-10-24

MOVED BY: Angela Pierman
SECONDED BY: Wayne Baker

“**THAT**, By-Law No. 2025-050, being a by-law to adopt a Fire Protection Services Agreement with the Township of Drummond/North Elmsley and the Town of Smiths Falls, be read a first, second, and third time short and passed and signed by the Reeve and Clerk.”

ADOPTED

9. NEW/OTHER BUSINESS

- i) **Appointment of Hockey Volunteer.**

RESOLUTION #C-2025-10-25

MOVED BY: Wayne Baker
SECONDED BY: Angela Pierman

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

- Sara Monette.”

ADOPTED

- ii) **Contract Position – Election Assistant.**

RESOLUTION #C-2025-10-26

MOVED BY: Angela Pierman
SECONDED BY: Greg Hallam

“**THAT**, a contract, two days a week, election assistant position be implemented from mid-November 2025 to mid-November 2026;

AND THAT, it be funded from the balance available in the election reserve with any difference funded from the contingency reserve.”

ADOPTED

10. CALENDARING

Meeting	Date	Time	Location
RVCA Board of Directors Meeting	October 23 rd	6:30 p.m.	RVCA Offices
Committee of Adjustment Meeting	October 27 th	5:00 p.m.	Municipal Office

"Special" Committee of the Whole Meeting – Staff Draft Budget – Operating	October 28 th	5:30 p.m.	Municipal Office
Public Meeting – Zoning Amendment	November 4 th	5:30 p.m.	Municipal Office
Committee of the Whole Meeting	November 4 th	Following	Municipal Office
History Scholarship Selection Committee Meeting	November 6 th	10:00 a.m.	Municipal Office
"Special" Committee of the Whole Meeting – Staff Draft Budget – Capital	November 6 th	5:30 p.m.	Municipal Office
Library Board Meeting	November 17 th	4:30 p.m.	Perth & District Library
Council Meeting	November 18 th	6:00 p.m.	Municipal Office

11. CLOSED SESSIONS

None.

12. CONFIRMATION BY-LAW

- i) **By-Law No. 2025-051 – Confirmation By-Law – October 17th and 21st, 2025.**

RESOLUTION #C-2025-10-27

MOVED BY: Wayne Baker

SECONDED BY: Angela Pierman

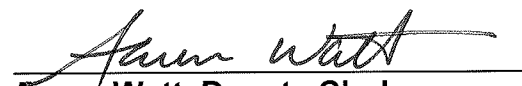
"THAT, By-Law No. 2025-051, being a by-law to confirm the proceedings of the Council meetings held on October 17th and 21st, 2025, be read a first, second and third time short and passed and signed by the Reeve and Clerk."

ADOPTED

13. ADJOURNMENT

Council adjourned at 7:24 p.m.


Rob Rainer, Reeve


Aaron Watt, Deputy Clerk

DELEGATIONS & PRESENTATIONS

2026 BUDGET AND STAFFING PRESSURES

Fall 2025



1

OVERVIEW

- **Budget and Staffing Pressures**
 - Legislative Changes and Governance Reforms
 - Economic Conditions and Affordability Pressures
 - Workforce Pressures: Recruitment, Retention, and Retirement
 - Demographic Shifts and Social Expectations
 - Infrastructure, Health Care, Housing, and Environmental Pressures
- **Tay Valley's Operating Budget per Resident**
- **Staffing since Amalgamation in 1998 (27 years ago)**
- **Staffing in 2025**



2

Budget and Staffing Pressures

➤ Legislative Changes and Governance Reforms

- top-ranked pressure that has had an impact on staff time and resulted in additional costs
- Strong Mayor Powers – continuous additional tasks, workload is dependent on current Head of Council
- continuous provincial downloads - that can no longer be absorbed by the current staffing complement
- continuous Planning Act amendments - staff just get policies, by-laws, processes updated and they change again, staff have to relearn and update everything again
- asset management requirements – need a half position just to take on this additional workload since introduced
- reporting burdens – grant reporting, annual stat reporting to province, financial including annual audit work



Tay Valley Township

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Budget and Staffing Pressures

➤ Economic Conditions and Affordability Pressures

- inflation
- rising service costs
- rising building costs
- strained municipal budgets
- resident affordability challenges
- unrealistic expectation to always lower taxes– costs of goods and services continue to increase; in turn the operating budget of a municipality also goes up
- unrealistic expectation to always cut staff – cannot continue year after year to add workload to positions, at some point there is no more capacity which results in burnout, short term and long term disability costs and lost time or new positions being needed



Tay Valley Township

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Budget and Staffing Pressures

➤ Workforce Pressures: Recruitment, Retention, and Retirement

- for management positions, completely depends on Council-staff relationship
- attracting and keeping qualified staff
- need to provide good salary, benefits, other incentives
- unrealistic expectations of what staff can do in a day, burnout
- staff turnover and retirement risk
- administrative tracking of everything staff do to ensure there is a record (ex. scanning every invoice to vendor account; increase in grant funded programs means increase in registration, advertising, cash receipting, public wants "proof" of everything, etc.)
- staff turnover and burnout are costly – lost time costs money
- have to outsource some work, not always at a lower cost or desired service level

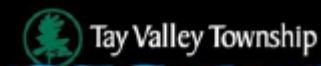


5

Budget and Staffing Pressures

➤ Workforce Pressures: Recruitment, Retention, and Retirement (continued)

- currently the senior management team works down, meaning they are doing day to day tasks as opposed to management tasks such as project and long-term planning; there is only capacity to do two projects per year yet there are five to ten projects per senior manager



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Budget and Staffing Pressures

➤ Demographic Shifts and Social Expectations

- increased public demands and expectations
- changing demographics
- political engagement (both constructive and challenging)
- aging population
- growing population
- urbanization



7

Budget and Staffing Pressures

➤ Infrastructure, Health Care, Housing, and Environmental Pressures

- funding – lack of federal and provincial support, everything cannot be funded by taxpayers
- increase in the costs of equipment, bridges and roads
- non-realistic requirements
- some are provincial responsibilities, but municipalities are funding
- OPP costs



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Tay Valley Township's Operating Budget per Resident

Municipality	Population		Total	Area (sq. km)	Operating Budget
	Permanent	Seasonal			
Perth South	3,800		3,800	390	\$4,300,000
French River	2,828	2,012	4,840	718	\$10,898,156
Bonnechere Valley	3,850	1,200	5,050	594	\$6,967,912
Madawaska Valley	3,927	1,739	5,666	666	\$5,700,000
Whitewater Region	7,225		7,225	535	\$12,000,000
Stone Mills	7,826		7,826	694	\$11,262,486
Central Frontenac	3,836	4,036	7,872	1,025	\$8,822,701
Drummond/North Elmsley	5,581	2,602	8,183	366	\$9,002,197
North Frontenac	2,285	7,000	9,285	1,158	\$9,438,000
North Huron	5,052	4,500	9,552	179	\$15,989,315
Rideau Lakes	10,880		10,880	863	\$26,000,000
Tay Valley	5,925	5,925	11,850	529	\$7,619,340
Algonquin Highlands	2,200	10,000	12,200	1,007	\$19,233,135
Highlands East	3,830	13,000	16,830	758	\$14,222,374
Minden Hills	6,971	14,000	20,971	848	\$15,223,635
Georgian Bay	3,500	17,500	21,000	536	\$12,000,000
Dysart et al	7,182	15,000	22,182	1,474	\$18,800,000
Muskoka Lakes	7,652	26,992	34,644	782	\$15,855,900
Average	5,242	6,973	12,214	1,025	\$8,822,701

Average Operating Budget per Resident \$1,033
Tay Valley Township Operating Budget per Resident \$ 643

*Benchmark Survey Report by Capital Park Consulting for Central Frontenac Organizational and Service Delivery Review

- Tay Valley has the 4th lowest operating budget of the eighteen listed above

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Staffing since Amalgamation

- 27 years ago
- 1998 – 17 Employees

CAO/Clerk's Department

Chief Administrative Officer/Clerk
Administrative Assistant – Corporate

Finance Department

Treasurer/Deputy Clerk
Deputy Treasurer (Tax Collector)
Administrative Assistant – Finance

Building and Planning Department

Chief Building Official
Administrative Assistant – Planning

Public Works Department

Public Works Manager
Lead Hand x 2
Heavy Equipment Operators x 3
Truck Driver/Operator (casual)
Waste Site Attendants x 3

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Staffing since Amalgamation

➤ Staff added over 27 years:

- 2007 – Added Clerk
 - 2009 – Added Planner (previously contracted out)
 - 2011 – Added Heavy Equipment Operator
 - 2012 – Added Waste Site Attendant (now two at Glen Tay)
 - 2014 – Added Administrative Assistant – Public Works
 - 2018 – Added two casual Waste Site Attendants
 - 2022 – Added Community Services Coordinator
 - 2022 – Added second Administrative Assistant – Planning (3 days/week)
 - 2023 – Added Executive Assistant/Alternate CEMC
 - 2024 – Added Outdoor Labourer (casual)
- Casual = work as needed
 - All casual positions hours worked does not even equate to an eighth of a position

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Staffing in 2025

- 29 Employees
- 20 full-time, 4 part-time, 5 casual

**Casual = work as needed*

**All casual positions hours worked does not even equate to an eighth of a position*



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