



THE CORPORATION OF TAY VALLEY TOWNSHIP  
**COUNCIL MEETING  
AGENDA**

TUESDAY, JANUARY 17<sup>TH</sup>, 2012  
7:00 P.M.

MUNICIPAL OFFICE – COUNCIL CHAMBERS – 217 HARPER ROAD

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7:00 p.m. Council Meeting

**Chair, Reeve Keith Kerr**

1. CALL TO ORDER
2. AMENDMENTS/APPROVAL OF AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF
4. APPROVAL OF MINUTES

- i) **Council Meeting – December 13<sup>th</sup>, 2011 - attached, page 8.**

*Suggested Motion by Deputy Reeve Susan Freeman:*

**“THAT**, the minutes of the Tay Valley Township Council meeting held on December 13<sup>th</sup>, 2011 be approved as circulated.”

- ii) **Council Meeting (Closed Session – Union Negotiations Update) – December 13<sup>th</sup>, 2011 – distributed separately.**

*Suggested Motion by Councillor Greg Hallam:*

**“THAT**, the “closed session” minutes regarding Employee Negotiations - Union Negotiations Update, of the Tay Valley Township Council meeting held on December 13<sup>th</sup>, 2011 be approved as circulated.”

- iii) **“Special” Council Meeting – December 21<sup>st</sup>, 2011 - attached, page 22.**

*Suggested Motion by Councillor Bill Avery:*

**“THAT**, the minutes of the “Special” Tay Valley Township Council meeting held on December 21<sup>st</sup>, 2011 be approved as circulated.”

- iv) **“Special” Council Meeting (Closed Session – Chief Administrative Officer) – December 21<sup>st</sup>, 2011 – *distributed separately.***

*Suggested Motion by Councillor Mark Burnham:*

**“THAT**, the “closed session” minutes regarding an Identifiable Individual – Chief Administrative Officer, of the Tay Valley Township “Special” Council meeting held on December 21<sup>st</sup>, 2011 be approved as circulated.”

- v) **“Special” Council Meeting (Closed Session – Management Remuneration) – December 21<sup>st</sup>, 2011 – *distributed separately.***

*Suggested Motion by Councillor Brian Campbell:*

**“THAT**, the “closed session” minutes regarding Employee Negotiations – Management Remuneration, of the Tay Valley Township “Special” Council meeting held on December 21<sup>st</sup>, 2011 be approved as circulated.”

- vi) **“Special” Council Meeting – January 10<sup>th</sup>, 2012 - *attached, page 25.***

*Suggested Motion by Councillor RoxAnne Darling:*

**“THAT**, the minutes of the “Special” Tay Valley Township Council meeting held on January 10<sup>th</sup>, 2012 be approved as circulated.”

- vii) **Committee of the Whole Meeting – January 10<sup>th</sup>, 2012 - *attached, page 27.***

*Suggested Motion by Councillor Wayne Jordan:*

**“THAT**, the minutes of the Committee of the Whole meeting held on January 10<sup>th</sup>, 2012 be approved as circulated.”

## **5. DELEGATIONS AND PRESENTATIONS**

None.

## **6. CORRESPONDENCE**

None.

## **7. MOTIONS**

- i) **YAK (Youth Action Committee) – Funding Request.**

*Suggested Motion by Deputy Reeve Susan Freeman:*

**“THAT**, the YAK – Funding Request in the amount of \$5,750 be referred to the 2012 Budget Process.”

ii) **Report #PD-2012-01 – Severance Application – Burke.**

*Suggested Motion by Councillor Bill Avery:*

*“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Burke Severance Application #B11/160 (Part Lot 15, Concession 10, Geographic Township of North Burgess) be approved subject to the following conditions:*

- 1. That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.*
- 2. That, the applicant pay any outstanding fees to the Township prior to final approval.*
- 3. That, one (1) copy of an acceptable reference plan or legal description of the severed lands and the deed/transfers(s) be submitted to the Township;*
- 4. That, the applicant submit to the Township the \$100 cash-in-lieu of parkland requirement.”*

iii) **Report #PD-2012-02 – Severance Application – Thompson.**

*Suggested Motion by Councillor Greg Hallam:*

*“THAT, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Thompson Severance Application #B11/167 (Part Lot 11, Concession 1, Geographic Township of South Sherbrooke) be approved subject to the following conditions:*

- 1. That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.*
- 2. That, the applicant pay any outstanding fees to the Township prior to final approval.*
- 3. That, one (1) copy of an acceptable reference plan or legal description of the severed lands and the deed/transfers(s) be submitted to the Township*
- 4. That, the applicant submit to the Township the \$100 cash-in-lieu of parkland requirement.”*

iv) **Report #CBO-2012-01 – Building Department Report – January to December 2011.**

*Suggested Motion by Councillor Mark Burnham:*

*“THAT, Report #CBO-2012-01 – Building Department Report – January to December 2011 be received for information.”*

v) **Perth & District Chamber of Commerce: Funding Request.**

*Suggested Motion by Councillor Brian Campbell:*

*“THAT, the Perth & District Chamber of Commerce – Funding Request in the amount of \$1,500 be referred to the 2012 Budget Process.”*

vi) **12-01-02 Council Communication Package.**

*Suggested Motion by Councillor RoxAnne Darling:*

*“THAT, the 12-01-02 Council Communication Package be received for information.”*

**8. BY-LAWS**

None.

**9. COMMITTEE AND STAFF REPORTS**

i) **Report #FIN-2012-01 - Non-Owned Automobile Insurance – attached, page 34.**

Peter Tranter, Treasurer.

*Suggested Motion by Councillor Wayne Jordan:*

*“THAT, the CORPORATION OF TAY VALLEY TOWNSHIP accept the agreement of the SUBSCRIPTION POLICY to insure the liability assumed by this Resolution as follows:*

**CORPORATION OF TAY VALLEY TOWNSHIP HEREBY**

**1. ASSUMES THE LIABILITY FOR BODILY INJURY TO OR DEATH OF ANY PERSON OR DAMAGE TO OR DESTRUCTION OF PROPERTY OF OTHERS, IMPOSED BY LAW UPON:**

**(a) Members of Council, staff, committee & board members and volunteers** of the CORPORATION OF TAY VALLEY TOWNSHIP for liability which arises out of the use or operation by such person of a licensed motor vehicle, or

**(b) the owner of any licensed motor vehicle, for liability which arises out of the use or operation of such licensed motor vehicle by Members of Council, staff, committee & board members and volunteers** of the CORPORATION OF TAY VALLEY TOWNSHIP

**2. DECLARES THAT SUCH ASSUMPTION OF LIABILITY BE SUBJECT TO THE FOLLOWING LIMITATIONS, EXCLUSIONS AND CONDITIONS:**

**(a) This assumption of liability applies only to the use or operation of a licensed motor vehicle in Canada or the United States of America by**

**Members of Council, staff, committee & board members and volunteers** on behalf of the CORPORATION OF THE TAY VALLEY TOWNSHIP including travel to and from work and attendance at meetings.

(b) *This assumption of liability applies only in excess of existing insurance carried by the owner of the licensed motor vehicle which was being used or operated by **Members of Council, staff, committee & board members and volunteers** at the time of the accident and does not apply unless the licensed motor vehicle which was being used or operated by such person at the time of the accident is insured for not less than the minimum Third Party Liability Limit required by The Insurance Act for the Province of Ontario.*

(c) *This assumption of liability is subject to the agreements, conditions, terms and limit of liability insured in the Non-Owned Automobile Policy issued by the SUBSCRIPTION POLICY and shall terminate whenever such Non-Owned Automobile Policy is terminated.”*

- ii) **Report #PW-2012-01 – Glen Tay Garage – Crack Update – attached, page 36.**  
John Simcock, Public Works Superintendent.

*Suggested Motion by Deputy Reeve Susan Freeman:*

*“**THAT**, the quote from Crains’ Construction for wall underpinning of the Glen Tay Garage dated January 10<sup>th</sup>, 2012 in the amount of \$55,870.00, excluding tax, be accepted.”*

- iii) **Council Updates.**

- a) **Deputy Reeve Freeman**
- b) **Councillor Avery**
- c) **Councillor Burnham**
- d) **Councillor Campbell**
- e) **Councillor Darling**
- f) **Councillor Hallam**
- g) **Councillor Jordan**
- h) **Reeve Kerr**

**10. OTHER BUSINESS/GIVING NOTICE**

**11. QUESTIONS FROM THE PRESS**

**12. CALENDARING: UPCOMING MEETINGS**

Council	January 17	7:00 p.m.	Township Office
Library Budget Meeting	January 23	6:00 p.m.	Library
Committee of the Whole	January 24	7:00 p.m.	Township Office
Police Services Board	January 26	3:00 p.m.	Township Office
OAPSB Zone 2 Meeting	January 27	9:00 a.m.	Smiths Falls
Public Meeting – Zoning By-Law Amendment	January 31	6:30 p.m.	Township Office
Council	January 31	7:00 p.m.	Township Office

**13. CLOSED SESSION**

None.

**14. CONFIRMATION BY-LAW**

- i) **By-Law No. 2012-003: Confirmation By-Law – January 17<sup>th</sup> - attached, page 44.**

*Suggested Motion by Councillor Bill Avery:*

*“THAT, By-Law No. 2012-003, being a by-law to confirm the proceedings of the Council meeting held January 17<sup>th</sup>, 2012, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”*

**15. ADJOURNMENT**

# **APPROVAL OF MINUTES**

**THE CORPORATION OF TAY VALLEY TOWNSHIP  
COUNCIL MINUTES**

**TUESDAY, DECEMBER 13, 2011**

**7:00 P.M.**

**MUNICIPAL OFFICE – COUNCIL CHAMBERS – 217 HARPER ROAD**

**Members Present:** Chair, Reeve Keith Kerr  
Deputy Reeve Susan Freeman  
Councillor Brian Campbell  
Councillor Greg Hallam  
Councillor Mark Burnham  
Councillor Wayne Jordan

**Staff Present:** Peter Tranter, Acting Chief Administrative Officer/Treasurer  
Amanda Mabo, Clerk  
Noelle Reeve, Planner  
John Simcock, Public Works Superintendent

**Regrets:** Councillor Bill Avery  
Councillor RoxAnne Darling

**1. CALL TO ORDER**

The Chair called the meeting to order at 7:00 p.m.  
A quorum was present.

**2. AMENDMENTS/APPROVAL OF AGENDA**

- i) Addition under Staff Reports: Maberly Hall Plumbing.
- ii) Addition under Other Business: Reconsideration of Truck Resolution.

The agenda was approved as amended.

**3. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

There was no disclosure of pecuniary interest at this time.

**4. APPROVAL OF MINUTES**

- i) **Council Meeting – November 22<sup>nd</sup>, 2011.**

**RESOLUTION #C-2011-12-01**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Greg Hallam

“**THAT**, the minutes of the Tay Valley Township Council meeting held on November 22<sup>nd</sup>, 2011 be approved as circulated.”

**ADOPTED**

- ii) **Council Meeting (Closed Session – Union Negotiations) – November 22<sup>nd</sup>, 2011.**

**RESOLUTION #C-2011-12-02**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Mark Burnham

“**THAT**, the “closed session” minutes regarding Employee Negotiations - Union Negotiations, of the Tay Valley Township Council meeting held on November 22<sup>nd</sup>, 2011 be approved as circulated.”

**ADOPTED**

- iii) **Committee of the Whole Meeting – December 6<sup>th</sup>, 2011.**

**RESOLUTION #C-2011-12-03**

**MOVED BY:** Mark Burnham

**SECONDED BY:** Greg Hallam

“**THAT**, the minutes of the Committee of the Whole meeting held on December 6<sup>th</sup>, 2011 be approved as circulated.”

**ADOPTED**

- iv) **Committee of the Whole Meeting (Closed Session – Potential Litigation) – December 6<sup>th</sup>, 2011.**

**RESOLUTION #C-2011-12-04**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, the “closed session” minutes regarding Potential Litigation, of the Committee of the Whole meeting held on December 6<sup>th</sup>, 2011 be approved as circulated.”

**ADOPTED**

- v) **Committee of the Whole Meeting (Closed Session – Union Negotiations Update) – December 6<sup>th</sup>, 2011.**

**RESOLUTION #C-2011-12-05**

**MOVED BY:** Wayne Jordan

**SECONDED BY:** Brian Campbell

“**THAT**, the “closed session” minutes regarding Employee Negotiations - Union Negotiations Update, of the Committee of the Whole meeting held on December 6<sup>th</sup>, 2011 be approved as circulated.”

**ADOPTED**

- vi) **Committee of the Whole Meeting (Closed Session – Public Works Department) – December 6<sup>th</sup>, 2011.**

**RESOLUTION #C-2011-12-06**

**MOVED BY:** Wayne Jordan

**SECONDED BY:** Brian Campbell

“**THAT**, the “closed session” minutes regarding an Identifiable Individual – Public Works Department, of the Committee of the Whole meeting held on December 6<sup>th</sup>, 2011 be approved as circulated.”

**ADOPTED**

**5. DELEGATIONS AND PRESENTATIONS**

- i) **Big Brothers Big Sisters of Lanark County – Program Overview.**  
Robin Heald,

R. Heald gave a PowerPoint presentation – *attached, page 16.*

A request was made for Council to provide funding in the amount of \$2,500 each year for the next three years. The request was forwarded to the 2012 Budget process.

**6. CORRESPONDENCE**

- i) **11-12-06 Council Communication Package.**

**RESOLUTION #C-2011-12-07**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, the 11-12-06 Council Communication Package be received for information.”

**ADOPTED**

## 7. MOTIONS

i) **County OPP Costing.**

**RESOLUTION #C-2011-12-08**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Greg Hallam

“**THAT**, the Council for the Corporation of Tay Valley Township request the Ministry of Community Safety and Correctional Services advise of the availability and costing for policing of Tay Valley Township by the Ontario Provincial Police in order to undertake a County costing for OPP police services in Lanark County.”

**ADOPTED**

ii) **2012 Mica Festival Plans and Funding Request.**

**RESOLUTION #C-2011-12-09**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Mark Burnham

“**THAT**, the 2012 Mica Festival Funding Request be forwarded to the 2012 Budget Process.”

**ADOPTED**

iii) **Outline of McIntosh & Perry’s Engineering Services regarding the Ennis Bridge.**

**RESOLUTION #C-2011-12-10**

**MOVED BY:** Mark Burnham

**SECONDED BY:** Greg Hallam

“**THAT**, the Outline of McIntosh & Perry’s Engineering Services regarding the Ennis Bridge be received for information.”

**ADOPTED**

iv) **Report #PD-2011-10 – Severance Application – Jechel.**

**RESOLUTION #C-2011-12-11**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Jechel Severance Application #B11/120 (Part Lot 21, Concession 3, Geographic Township of South Sherbrooke) for a lot addition be approved subject to the following conditions:

5. That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.
6. That, the applicant pay any outstanding fees to the Township prior to final approval.
7. That, one (1) copy of an acceptable reference plan or legal description of the severed lands and the deed/transfers(s) be submitted to the Township.”

**ADOPTED**

v) **Report #PD-2011-11 – Severance Application – Bolton.**

**RESOLUTION #C-2011-12-12**

**MOVED BY:** Wayne Jordan

**SECONDED BY:** Brian Campbell

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Bolton Severance Application #B11/142 (Part Lot 17, Concession 6, Geographic Township of North Burgess) for a lot addition be approved subject to the following conditions:

5. That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.
6. That, the applicant pay any outstanding fees to the Township prior to final approval.
7. That, one (1) copy of an acceptable reference plan or legal description of the severed lands and the deed/transfers(s) be submitted to the Township.”

**ADOPTED**

vi) **Report #FIN-2011-05 - Maberly Hall Cleaning Contract.**

**RESOLUTION #C-2011-12-13**

**MOVED BY:** Wayne Jordan

**SECONDED BY:** Brian Campbell

“**THAT**, the Maberly Hall Cleaning Contract be revised to change the monthly fee to \$575, change the hourly rate for special services to \$16 and to revise the wording in relation to snow clearing to “...clearing snow at entrance walkways prior to booked events”;

**AND THAT**, the necessary by-law be brought forward to Council for consideration.”

**ADOPTED**

- vii) **Report #FIN-2011-06 – Council Chambers Audio/Visual Enhancements.**

**RESOLUTION #C-2011-12-14**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Greg Hallam

“**THAT**, Solotech be awarded the contract to update the Council Chamber audio/visual system, unless their quotation for such work exceeds the budget estimate of \$10,000.”

**(SEE RESOLUTION #C-2011-12-15)**

**RESOLUTION #C-2011-12-15**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Greg Hallam

“**THAT**, Resolution #C-2011-12-14 be deferred to January 2012 in order to determine if funding will be obtained to offset the estimated cost of the project.”

**ADOPTED**

- viii) **Report #PW-2011-07 - Glen Tay Waste Site – Tree Planting Plan.**

**RESOLUTION #C-2011-12-16**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Mark Burnham

“**THAT**, the Planting Plan for the Glen Tay Waste Site dated November 24<sup>th</sup>, 2011 by McIntosh Perry be received as information;

**AND THAT**, the quotation for tree planting for the Glen Tay Waste Site by Rock Lake Excavations dated November 29<sup>th</sup>, 2011, be accepted.”

**ADOPTED**

- ix) **Report #PW-2011-08 - Stanley Road Drainage Improvements Update.**

**RESOLUTION #C-2011-12-17**

**MOVED BY:** Mark Burnham

**SECONDED BY:** Greg Hallam

“**THAT**, the quote from Crains’ Construction for Stanley Road Drainage Improvements dated November 24<sup>th</sup>, 2011, to an upset limit of \$22,380.10, including tax, be accepted.”

**ADOPTED**

- x) **Report #PW-2011-09 - Municipal Building Salt Shed – Crack Update.**

**RESOLUTION #C-2011-12-18**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, the Professional Engineering Services Proposal from McIntosh Perry dated November 30<sup>th</sup>, 2011, be received as information;

**AND THAT**, the Geotechnical Comments on Cracking Distress from Houle Chevrier dated November 30<sup>th</sup>, 2011, be received as information.”

**ADOPTED**

- xi) **Correspondence.**

**RESOLUTION #C-2011-12-19**

**MOVED BY:** Wayne Jordan

**SECONDED BY:** Brian Campbell

“**THAT**, the Update Municipal Policing Cost Recovery Formula and the 11-11-21 Council Communication Package be received for information.”

**ADOPTED**

- xii) **Township of Mulmur: Approval Process for Alternative Energy Projects.**

**RESOLUTION #C-2011-12-20**

**MOVED BY:** Wayne Jordan

**SECONDED BY:** Brian Campbell

“**THAT**, the Council of the Corporation of Tay Valley Township support the resolution of the Township of Mulmur regarding the Approval Process for Alternative Energy Projects;

**AND THAT**, a copy of this resolution be forwarded to the Premier, the Ontario Power Authority, the local MP and MPP, the Association of Municipalities of Ontario and the Township of Mulmur.”

**ADOPTED**

- xiii) **Recreation Working Group – Karate.**

**RESOLUTION #C-2011-12-21**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Greg Hallam

“**THAT**, the Recreation Working Group be authorized to proceed with organizing and holding karate sessions beginning in January 2012.”

**ADOPTED**

xiv) **Appointment of Karate Coaches/Volunteers for the 2011 Sessions.**

**RESOLUTION #C-2011-12-22**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, the Council of the Corporation of Tay Valley Township appoint the following persons as coaches and/or volunteers for the 2011 Karate Sessions, subject to the Criminal Records Check Policy:

- Mellisa Asselstine
- Tony Belleperche
- Paul Kerr
- Nick McPhee
- Sue McPhee
- Tom McPhee
- Zack McPhee.”

**ADOPTED**

xv) **Recreation Working Group – Curling.**

**RESOLUTION #C-2011-12-23**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Mark Burnham

“**THAT**, the Recreation Working Group be authorized to proceed with organizing and holding a curling bonspiel in January 2012.”

**ADOPTED**

**8. BY-LAWS**

i) **By-Law No. 2011-067: Creative Communities Prosperity Fund.**

**RESOLUTION #C-2011-12-24**

**MOVED BY:** Mark Burnham

**SECONDED BY:** Greg Hallam

“**THAT**, By-Law No. 2011-067, being a by-law to Authorize the Execution of an Agreement between the Corporation of Tay Valley Township and Her Majesty the Queen in Right of Ontario as represented by the Minister of Tourism and Culture regarding the Creative Communities Prosperity Fund, be read a second and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

- ii) **By-Law No. 2011-068: Custodial Services – Maberly Hall.**

**RESOLUTION #C-2011-12-25**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, By-Law No. 2011-068, being a by-law to enter into a Custodial Services Contract for the Maberly Hall with Gwen England, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

**9. COMMITTEE AND STAFF REPORTS**

- i) **Stanley Road Drainage Improvements – Flow Rate Analysis.**

**RESOLUTION #C-2011-12-26**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT** McIntosh Perry be retained to conduct a Flow Rate Analysis for the Stanley Road Drainage Improvements at an upset cost of \$5,500, excluding tax.”

**(SEE RESOLUTION #C-2011-12-27)**

**RESOLUTION #C-2011-12-27**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, Resolution #C-2011-12-26 be deferred until Staff can locate the information pertaining to the flow rate analysis that was to have been conducted by McIntosh & Perry approximately five or six years ago, including the resolution of Council.”

**ADOPTED**

- ii) **2012 Proposed Budget Schedule.**

Peter Tranter, Treasurer.

Tuesday, February 14<sup>th</sup> at 6 p.m. - Preliminary Budget Meeting

Tuesday, March 13<sup>th</sup> at 6 p.m. – Public Budget Meeting

- iii) **Library Board - \$30,000 Cap.**

Council supported the removal of the \$30,000 cap on the capital maintenance and improvement reserve from the Perth & District Union Library agreement.

- iv) **Feed-In Tariff (FIT) Program Two-Year Review.**  
Councillor Mark Burnham.

**RESOLUTION #C-2011-12-28**

**MOVED BY:** Wayne Jordan

**SECONDED BY:** Brian Campbell

“**THAT**, the letter re: “Updating microFIT Eligible Participant Schedule to Include Conservation Authorities”, dated April 4<sup>th</sup>, 2011 from Conservation Ontario, be endorsed by the Council of the Corporation of Tay Valley Township for submission to the Ministry of Energy in response to the “Feed-In Tariff Program Two-Year Review”.

**ADOPTED**

- v) **2012 ROMA/OGRA Minister Delegations Review.**  
Amanda Mabo, Clerk.

The Clerk informed Council of the deadline for submissions to request Minister Delegations.

The Clerk was requested to contact the other local municipalities to see if they would be interested in submitting a joint delegation regarding the Approval Process for Alternative Energy Projects. It was also suggested that the City of Kinston be contacted.

This item will be discussed further at the January 10<sup>th</sup> Committee of the Whole meeting.

- vi) **Maberly Hall Plumbing.**  
John Simcock, Public Works Superintendent.

The Public Works Superintendent informed Council that currently, the primary water supply feeds and pressurizes from the garage and then from the garage it feeds the hall. It was recommended that this be reversed so that the primary water supply for the Maberly Hall is moved from the Public Works Garage to the Maberly Hall and have the secondary water supply feed the garage, for an approximate cost of \$4,000.

Council discussed the possibility of removing the water supply to the garage entirely, which in turn, the heat could then be shut off in the garage. Council requested Staff to bring back a report on the cost benefit analysis of heating the garage, which will then determine whether the water supply should be removed entirely from the garage or whether it would only have a secondary feed from the hall.

vii) **Council Updates.**

**a) Deputy Reeve Freeman**

The Deputy Reeve reported the following:

- the County held its Inaugural Meeting earlier today
- the election of the 2012 Warden went three rounds with John Gemmill, the Deputy Mayor of Perth being elected as Warden
- the election of the Committee of the Whole Chairs also took place
  - Corporate Services Chair - Past Warden, Sharon Mousseau
  - Community Services Chair - John Levi
  - Community Development Chair - Richard Kidd
  - Public Works Chair - Susan Freeman
- it is anticipated that the County budget will be passed tomorrow night with a 2.3% increase, which includes growth

**b) Councillor Avery – *deferred to the next meeting.***

**c) Councillor Burnham**

No report.

**d) Councillor Campbell**

No report.

**e) Councillor Darling**

No report.

**f) Councillor Hallam**

No report.

**g) Councillor Jordan**

No report.

**h) Reeve Kerr**

The Reeve reported the following:

- he attended the annual Tay Valley Choir's Christmas Concert at the Maberly Hall; it was a great performance

**10. OTHER BUSINESS/GIVING NOTICE**

- i) **Reconsideration of Half Ton Truck Tender Resolution.**  
Councillor Brian Campbell.

**RESOLUTION #C-2011-12-29**

**MOVED BY:** Brian Campbell  
**SECONDED BY:** Wayne Jordan

“**THAT**, Resolution #C-2011-11-41 regarding the authorization to purchase a truck for the Township’s Fleet be reconsidered;

**AND THAT**, Section 113 of the Procedural By-Law be waived in order that the reconsideration take place as the next order of business.”

**ADOPTED**

**RESOLUTION #C-2011-12-30**

**MOVED BY:** Brian Campbell  
**SECONDED BY:** Wayne Jordan

“**THAT**, the Council of the Corporation of Tay Valley Township not accept the Half Ton Truck Tender because of price;

**THAT**, the Public Works Superintendent be authorized to purchase a truck for the Township’s Fleet for an upset limit of \$25,000.00, including HST, with the money coming from reserves;

**AND THAT**, the purchasing policy be waived for this purchase.”

**DEFEATED**

Councillor B. Campbell informed Council that the search for a used truck has not resulted in a suitable vehicle; there are too many kilometres, the warranty is not suitable and all four tires would need to be replaced within a year. A brand new 2012, with a box liner and trailer hitch, from Hinton Dodge Chrysler can be delivered within a day as compared to 6 to 8 weeks, but does not include an extended warranty.

The Public Works Superintendent suggested that an extended warranty be purchased. Council agreed that the funds received from the sale of the white truck be used to offset the cost of the extended warranty.

**RESOLUTION #C-2011-12-31**

**MOVED BY:** Brian Campbell  
**SECONDED BY:** Wayne Jordan

“**THAT**, the Council of the Corporation of Tay Valley Township not accept the Half Ton Truck Tender because of price and delivery time;

**THAT**, the Public Works Superintendent be authorized to purchase a truck from Hinton Dodge Chrysler for the Township’s Fleet for an upset limit of \$29,000.00, including HST, with the money coming from reserves;

**AND THAT**, the purchasing policy be waived for this purchase.”

**ADOPTED**

**11. QUESTIONS FROM THE PRESS**

None.

**12. CALENDARING: UPCOMING MEETINGS**

Council	December 13	7:00 p.m.	Township Office
Committee of the Whole	January 10	7:00 p.m.	Township Office
Council	January 17	7:00 p.m.	Township Office
Committee of the Whole	January 24	7:00 p.m.	Township Office
Public Meeting – Zoning By-Law Amendment	January 31	6:30 p.m.	Township Office
Council	January 31	7:00 p.m.	Township Office

**13. CLOSED SESSION**

i) **CONFIDENTIAL: Employee Negotiations - Union Negotiations Update.**

**RESOLUTION #C-2011-12-32**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Greg Hallam

“**THAT**, Council move “in camera” at 8:39 p.m. to address a matter pertaining to labour relations or employee negotiations regarding a union negotiations update;

**AND THAT**, the Acting Chief Administrative Officer/Treasurer; Clerk, Planner and Public Works Superintendent remain in the room.”

**ADOPTED**

**RESOLUTION #C-2011-12-33**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Greg Hallam

“**THAT**, Council return to regular session at 8:51 p.m.”

**RESOLUTION #C-2011-12-34**

**MOVED BY:** Susan Freeman  
**SECONDED BY:** Greg Hallam

“**THAT**, Council supports the Union contract negotiations agreement for a 3 year contract.”

**ADOPTED**

**RESOLUTION #C-2011-12-35**

**MOVED BY:** Mark Burnham  
**SECONDED BY:** Greg Hallam

“**THAT**, the Chief Building Official's employment with the Corporation of Tay Valley Township be continued as of January 1<sup>st</sup>, 2012 on a 3 month contract basis;

**AND THAT**, a new contract be developed within that time that will be retro-active to January 1, 2012.”

**ADOPTED**

**14. CONFIRMATION BY-LAW**

- i) **By-Law No. 2011-069: Confirmation By-Law – December 13<sup>th</sup>.**

**RESOLUTION #C-2011-12-36**

**MOVED BY:** Greg Hallam  
**SECONDED BY:** Mark Burnham

“**THAT**, By-Law No. 2011-069, being a by-law to confirm the proceedings of the Council meeting held December 13<sup>th</sup>, 2011, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

**15. ADJOURNMENT**

Council adjourned at 9:00 p.m.

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**Amanda Mabo, Clerk**

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**Keith Kerr, Reeve**

THE CORPORATION OF TAY VALLEY TOWNSHIP  
"SPECIAL" COUNCIL MINUTES

WEDNESDAY, DECEMBER 21, 2011  
6:30 P.M.

MUNICIPAL OFFICE – COUNCIL CHAMBERS – 217 HARPER ROAD

**Members Present:** Chair, Reeve Keith Kerr  
Deputy Reeve Susan Freeman  
Councillor Brian Campbell  
Councillor Greg Hallam  
Councillor Mark Burnham  
Councillor Wayne Jordan  
Councillor Bill Avery  
Councillor RoxAnne Darling

**Staff Present:** Peter Tranter, Acting Chief Administrative Officer/Treasurer  
Amanda Mabo, Clerk

**Regrets:** None.

**1. CALL TO ORDER**

The Chair called the meeting to order at 6:30 p.m.  
A quorum was present.

**2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

There was no disclosure of pecuniary interest at this time.

**3. CLOSED SESSION**

i) **CONFIDENTIAL: Identifiable Individual – Chief Administrative Officer Recruitment.**

**RESOLUTION #C-2011-12-37**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Bill Avery

**"THAT,** Council move "in camera" at 6:30 p.m. to address a matter pertaining to personal matters about an identifiable individual, including municipal or local board employees regarding the Chief Administrative Officer Recruitment;

**AND THAT,** the Acting Chief Administrative Officer/Treasurer; Clerk; and Municipal Facilitator remain in the room."

**ADOPTED**

**RESOLUTION #C-2011-12-38**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Bill Avery

“**THAT**, Council return to special session at 7:08 p.m.”

**RESOLUTION #C-2011-12-39**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Bill Avery

“**THAT**, Kathy Coulthart-Dewey, Municipal Facilitator be authorized to negotiate an employment agreement with the preferred candidate for the position of Chief Administrative Officer for Tay Valley.”

**ADOPTED**

ii) **CONFIDENTIAL: Employee Negotiations – Management Remuneration.**

**RESOLUTION #C-2011-12-40**

**MOVED BY:** Brian Campbell

**SECONDED BY:** RoxAnne Darling

“**THAT**, Council move “in camera” at 7:09 p.m. to address a matter pertaining to labour relations or employee negotiations regarding Management Remuneration;

**AND THAT**, the Acting Chief Administrative Officer/Treasurer and Clerk remain in the room.”

**ADOPTED**

**RESOLUTION #C-2011-12-41**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, Council return to special session at 7:15 p.m.”

**ADOPTED**

**RESOLUTION #C-2011-12-42**

**MOVED BY:** Brian Campbell

**SECONDED BY:** Wayne Jordan

“**THAT**, the Non-Union Remuneration cost of living adjustment reflect the same change as the Union Remuneration adjustment.”

**ADOPTED**

**4. CONFIRMATION BY-LAW**

- i) **By-Law No. 2011-070: Confirmation By-Law – December 21<sup>st</sup> – *attached, page 5.***

**RESOLUTION #C-2011-12-43**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Bill Avery

“**THAT**, By-Law No. 2011-070, being a by-law to confirm the proceedings of the “Special” Council meeting held December 21<sup>st</sup>, 2011, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

**5. ADJOURNMENT**

Council adjourned at 7:16 p.m.

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**Amanda Mabo, Clerk**

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**Keith Kerr, Reeve**



**THE CORPORATION OF TAY VALLEY TOWNSHIP  
“SPECIAL” COUNCIL MINUTES**

**TUESDAY, JANUARY 10, 2012  
7:00 P.M.**

**MUNICIPAL OFFICE – COUNCIL CHAMBERS – 217 HARPER ROAD**

**Members Present:** Chair, Reeve Keith Kerr  
Deputy Reeve Susan Freeman  
Councillor Brian Campbell  
Councillor Greg Hallam  
Councillor Mark Burnham  
Councillor Wayne Jordan  
Councillor Bill Avery  
Councillor RoxAnne Darling

**Staff Present:** Peter Tranter, Acting Chief Administrative Officer/Treasurer  
Amanda Mabo, Clerk  
Noelle Reeve, Planner  
John Simcock, Public Works Superintendent

**Regrets:** None.

**1. CALL TO ORDER**

The Chair called the meeting to order at 7:00 p.m.  
A quorum was present.

**2. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

There was no disclosure of pecuniary interest at this time.

**3. BY-LAWS**

- i) **By-Law No. 2012-001: Appoint a Chief Administrative Officer/Deputy Clerk – attached, page 4.**

**RESOLUTION #C-2011-01-01**

**MOVED BY:** Susan Freeman

**SECONDED BY:** Bill Avery

“**THAT**, By-Law No. 2012-001, being a by-law to Appoint a Chief Administrative Officer/Deputy Clerk (Malcolm E. Morris) for Tay Valley Township, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

**4. CONFIRMATION BY-LAW**

- i) **By-Law No. 2012-002: Confirmation By-Law – January 10<sup>th</sup> – attached, page 7.**

**RESOLUTION #C-2011-01-02**

**MOVED BY:** Greg Hallam

**SECONDED BY:** Mark Burnham

“**THAT**, By-Law No. 2012-002, being a by-law to confirm the proceedings of the Council meeting held January 10<sup>th</sup>, 2012, be read a first, second and third time short and passed and signed by the Reeve and Clerk.”

**ADOPTED**

**5. ADJOURNMENT**

Council adjourned at 7:10 p.m.

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**Amanda Mabo, Clerk**

---

**Keith Kerr, Reeve**



**THE CORPORATION OF TAY VALLEY TOWNSHIP  
COMMITTEE OF THE WHOLE  
MINUTES**

**TUESDAY, JANUARY 10<sup>TH</sup>, 2012  
IMMEDIATELY FOLLOWING THE “SPECIAL” COUNCIL MEETING AT 7:00 p.m.  
MUNICIPAL OFFICE – COUNCIL CHAMBERS – 217 HARPER ROAD**

**Members Present:** Chair, Councillor Wayne Jordan; Reeve Keith Kerr; Deputy Reeve Susan Freeman; Councillors Bill Avery, Brian Campbell, RoxAnne Darling, Greg Hallam and Mark Burnham.

**Staff Present:** Peter Tranter, Acting Chief Administrative Officer/Treasurer; Amanda Mabo, Clerk; Noelle Reeve, Planner.

**Regrets:** None.

**1. CALL TO ORDER**

The Chair called the meeting to order at 7:25 p.m.  
A quorum was present.

**2. AMENDMENTS/APPROVAL OF AGENDA**

The Agenda was accepted as presented.

**3. DISCLOSURE OF PECUNIARY INTEREST & GENERAL NATURE THEREOF**

There was no disclosure of pecuniary interest at this time.

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

None.

**5. DELEGATIONS & PRESENTATIONS**

- i) **YAK (Youth Action Committee) – Funding Request.**  
Darinka Morelli, Executive Director and Tara Cameron, Program Director.

The Executive Director addressed the Committee – *attached, page 8.*

Recommendation to Council:

“**THAT**, the YAK – Funding Request in the amount of \$5,750 be referred to the 2012 Budget Process.”

## 6. PRIORITY ISSUES

- i) **Report #PD-2012-01 – Severance Application – Burke.**  
Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, the Planner enquire as to whether or not “Scotts Snye” would create a natural severance, and if it does not;

**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Burke Severance Application #B11/160 (Part Lot 15, Concession 10, Geographic Township of North Burgess) be approved subject to the following conditions:

1. That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.
2. That, the applicant pay any outstanding fees to the Township prior to final approval.
3. That, one (1) copy of an acceptable reference plan or legal description of the severed lands and the deed/transfers(s) be submitted to the Township;
4. That, the applicant submit to the Township the \$100 cash-in-lieu of parkland requirement.”

- ii) **Report #PD-2012-02 – Severance Application – Thompson.**  
Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, the Council of Tay Valley Township recommend to the Land Division Committee of Lanark County that the Thompson Severance Application #B11/167 (Part Lot 11, Concession 1, Geographic Township of South Sherbrooke) be approved subject to the following conditions:

1. That, the balance of any outstanding taxes, including penalties and interest, (and any local improvement charges, if applicable) shall be paid to the Township.
2. That, the applicant pay any outstanding fees to the Township prior to final approval.
3. That, one (1) copy of an acceptable reference plan or legal description of the severed lands and the deed/transfers(s) be submitted to the Township
4. That, the applicant submit to the Township the \$100 cash-in-lieu of parkland requirement.”

- iii) **Report #CBO-2012-01 – Building Department Report – January to December 2011.**

Noelle Reeve, Planner.

Recommendation to Council:

“**THAT**, Report #CBO-2012-01 – Building Department Report – January to December 2011 be received for information.”

- iv) **2012 ROMA/OGRA Minister Delegations Update – Approval Process for Alternative Energy Projects Joint Delegation.**

Amanda Mabo, Clerk.

The Clerk informed the Committee that a request was sent to the local Clerk's in Lanark County. The Planner also contacted Kingston and Rideau Lakes. A number of the municipalities plan to take the request to their Council's tonight. A further update will be provided by email.

## 7. CORRESPONDENCE

- i) **Perth & District Chamber of Commerce: Funding Request.**

Recommendation to Council:

“**THAT**, the Perth & District Chamber of Commerce – Funding Request in the amount of \$1,500 be referred to the 2012 Budget Process.”

- ii) **12-01-02 Council Communication Package.**

Recommendation to Council:

“**THAT**, the 12-01-02 Council Communication Package be received for information.”

## 8. UPDATES

- i) **Recreation Working Group.**  
Deputy Reeve Susan Freeman.

The Deputy Reeve reported the following:

- at 6 p.m. tonight a Karate demo and registration night was held at Glen Tay Public School
- January 21<sup>st</sup> is the Curling Bonspiel
- the Glen Tay outdoor ice rinks are well used this season

- ii) **Strategic Planning Working Group.**  
Peter Tranter, Acting Chief Administrative Officer.

No Report.

Next Meeting: To be determined.

- iii) **Waste Management Working Group.**  
Councillor Bill Avery.

No Report.  
Next Meeting: To be determined.

- iv) **Fire Board.**  
Councillor RoxAnne Darling.

Councillor R. Darling reported the following:

- the last meeting was in December
- CN Rail has paid their invoice
- a new truck has been purchased
- have switched insurance companies; now with Jardine

- v) **Library Board.**  
Councillor RoxAnne Darling.

Councillor R. Darling reported the following:

- the last meeting was in December
- discussed budget
- Public Budget Meeting is January 23<sup>rd</sup> at 6 p.m.
- contract negotiations have been scheduled

- vi) **Police Services Board.**  
Reeve Keith Kerr.

The Reeve reported the following:

- had "Special" meeting today to discuss a closed session item
- the next regular meeting will be January 26<sup>th</sup>

- vii) **County of Lanark.**  
Reeve Keith Kerr and Deputy Reeve Susan Freeman.

The Reeve reported the following:

- the first meeting after the Christmas break is tomorrow night

- viii) **Association of Municipalities of Ontario.**  
Deputy Reeve Susan Freeman.

The Deputy Reeve reported the following:

- have been approved to participate on a Sub-Committee that is looking at changes to the Elections Act

- ix) **Tourism Coalition.**  
Councillor RoxAnne Darling.

Councillor R. Darling reported the following:

- the next meeting is tomorrow morning
- a discussion will occur on the direction of the Committee
- Perth has officially pulled out of the Coalition
- the Coalition is looking at bringing Drummond/North Elmsley and Lanark Highlands on board

- x) **Rideau Heritage Route.**  
Deputy Reeve Susan Freeman.

The Deputy Reeve reported the following:

- the Executive Director's contract was renewed for an additional year

- xi) **Rideau Corridor Landscape Strategy.**  
Deputy Reeve Susan Freeman.

No Report.

- xii) **Municipal Drug Strategy.**  
Deputy Reeve Susan Freeman.

No Report.

- xiii) **Tay Valley 200<sup>th</sup> Committee Update.**  
Noelle Reeve, Planner.

The Planner reported the following:

- the next meeting is this Friday
- Perth has rejected the offer to include Drummond/North Elmsley and Tay Valley as part of their sponsorship letter; this will be discussed further at the upcoming meeting

- xiv) **CAO – Active Files**  
Peter Tranter, Acting Chief Administrative Officer/Treasurer.

The Acting CAO/Treasurer reported the following:

- received approval for the Valley Heartland Grant for the Council Chamber audio/visual equipment

## 9. CLOSED SESSION

None.

**10. DEFERRED ITEMS**

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

- **Report #C-2011-XX Township Website.**
- **Draft Mandatory Septic Re-Inspection Program By-Law.**
- **Report #PW-2011-XX Recording Devices for Road Patrols.**
- **Report #PW-2011-XX Waste Site Closure on Stat Holidays.**
- **Report #PD-2012-XX Granny Flats** (requested November 2011).
- **Report #PD-2012-XX Dark Skies Policy** (requested November 2011).
- **Trailers – Additional Information** (requested November 2011).
- **Report #PW-2012-XX Maberly Community Hall & Public Works Garage – Plumbing & Heating Update** (requested December 2011).
- **Stanley Road Drainage Improvements – Flow Rate Analysis – Additional Information** (requested December 2011).

**11. ADJOURNMENT**

The Committee adjourned at 8:15 p.m.

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Chairperson

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Clerk

# **COMMITTEE AND STAFF REPORTS**

To: Reeve and Councilors  
From: Treasurer  
Date: January 12, 2012  
Re: Non-owned Automobile Insurance

Our insurance coverage includes Non-owned Automobile Insurance coverage for Council Members, staff, committee & board members and volunteers when such persons are driving their own vehicles whilst on township business. The policy costs about \$250.

The policy provides for physical damage and liability protection against claims arising out of accidents involving vehicles not owned by the township, but operated on its behalf.

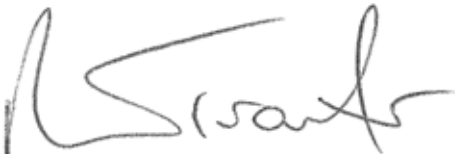
If a person covered is involved in an accident while on township business, his or her own insurance policy would firstly kick-in, and if required the township's policy would cover any amount in excess of the individual's policy coverage. This includes vehicle damage and injuries to persons.

Ten or so years ago insurance companies required a resolution from Council to specifically agree to assume this type of liability, but the practice phased-out. It is once again a requirement. I believe it's required to facilitate processing paper-work if such accidents/claims occur.

**RECOMMENDATION:**

That Council approve the attached resolution assuming liability for accidents involving Council Members, staff, committee & board members and volunteers whilst operating non-township owned vehicles on township business.

Respectfully submitted for your consideration.



Peter Tranter

## RESOLUTION

Be it hereby resolved that the CORPORATION OF TAY VALLEY TOWNSHIP accept the agreement of the SUBSCRIPTION POLICY to insure the liability assumed by this Resolution as follows:

CORPORATION OF TAY VALLEY TOWNSHIP HEREBY

1. ASSUMES THE LIABILITY FOR BODILY INJURY TO OR DEATH OF ANY PERSON OR DAMAGE TO OR DESTRUCTION OF PROPERTY OF OTHERS, IMPOSED BY LAW UPON:
  - (b) **Members of Council, staff, committee & board members and volunteers** of the CORPORATION OF TAY VALLEY TOWNSHIP for liability which arises out of the use or operation by such person of a licensed motor vehicle, or
  - (b) the owner of any licensed motor vehicle, for liability which arises out of the use or operation of such licensed motor vehicle by **Members of Council, staff, committee & board members and volunteers** of the CORPORATION OF TAY VALLEY TOWNSHIP
  
2. DECLARES THAT SUCH ASSUMPTION OF LIABILITY BE SUBJECT TO THE FOLLOWING LIMITATIONS, EXCLUSIONS AND CONDITIONS:
  - (a) This assumption of liability applies only to the use or operation of a licensed motor vehicle in Canada or the United States of America by **Members of Council, staff, committee & board members and volunteers** on behalf of the CORPORATION OF THE TAY VALLEY TOWNSHIP including travel to and from work and attendance at meetings.
  - (b) This assumption of liability applies only in excess of existing insurance carried by the owner of the licensed motor vehicle which was being used or operated by **Members of Council, staff, committee & board members and volunteers** at the time of the accident and does not apply unless the licensed motor vehicle which was being used or operated by such person at the time of the accident is insured for not less than the minimum Third Party Liability Limit required by The Insurance Act for the Province of Ontario.
  - (c) This assumption of liability is subject to the agreements, conditions, terms and limit of liability insured in the Non-Owned Automobile Policy issued by the SUBSCRIPTION POLICY and shall terminate whenever such Non-Owned Automobile Policy is terminated.

To: Council

From: John Simcock, Public Works Superintendent

Date: January 17<sup>th</sup>, 2012

Report #PW-2012-01 : GLEN TAY GARAGE – CRACK UPDATE

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### **STAFF RECOMMENDATION:**

“**THAT**, the quote from Crains’ Construction for wall underpinning of the Glen Tay Garage dated January 10<sup>th</sup>, 2012 in the amount of \$55,870.00, excluding tax, be accepted.”

### **BACKGROUND :**

At the November 8<sup>th</sup> Council meeting, the Public Works Superintendent verbally informed Council of his concerns regarding the foundation of the Glen Tay Garage. Council passed a resolution authorizing the Superintendent to retain a firm to complete a geotechnical study in order to determine the sub grade below the building. The Geotechnical comments from Houle Chevrier were presented to Council in December 2011 along with the Professional Engineering Services Proposal from McIntosh Perry.

### **DISCUSSION:**

McIntosh Perry produced drawings showing the underpinning review, and these, together with the Geotechnical Survey were sent to six local contractors requesting a quote to complete the remedial work. Three responses were received as outlined below.

## **FINANCIAL IMPLICATIONS:**

Listed below are the quote comparisons:

<b>Description</b>	<b>Porter</b>	<b>Greyleith</b>	<b>Crains</b>
General Conditions	8,000.00	-	-
Excavation and backfilling	16,760.00	80,236.00	8,900.00
Installation of rebar, forming & placing of concrete	16,000.00	51,485.00	13,950.00
Dewatering and winter heat	10,200.00	10,000.00	9,200.00
Replace 250 concrete blocks on advice from McIntosh Perry	5,000.00	15,675.00	5,800.00
Repair stucco	4,000.00	15,866.00	4,820.00
Removal of interior services to include gas, water, heat and electrical	5,000.00	5,000.00	4,890.00
Supply and installation of shoring scaffolding (probably 1 month)	5,000.00	7,446.00	8,310.00
10% overhead and profit	6,996.00	0	0
<b>TOTAL</b>	<b>\$76,956.00</b>	<b>\$185,708.00</b>	<b>\$55,870.00</b>

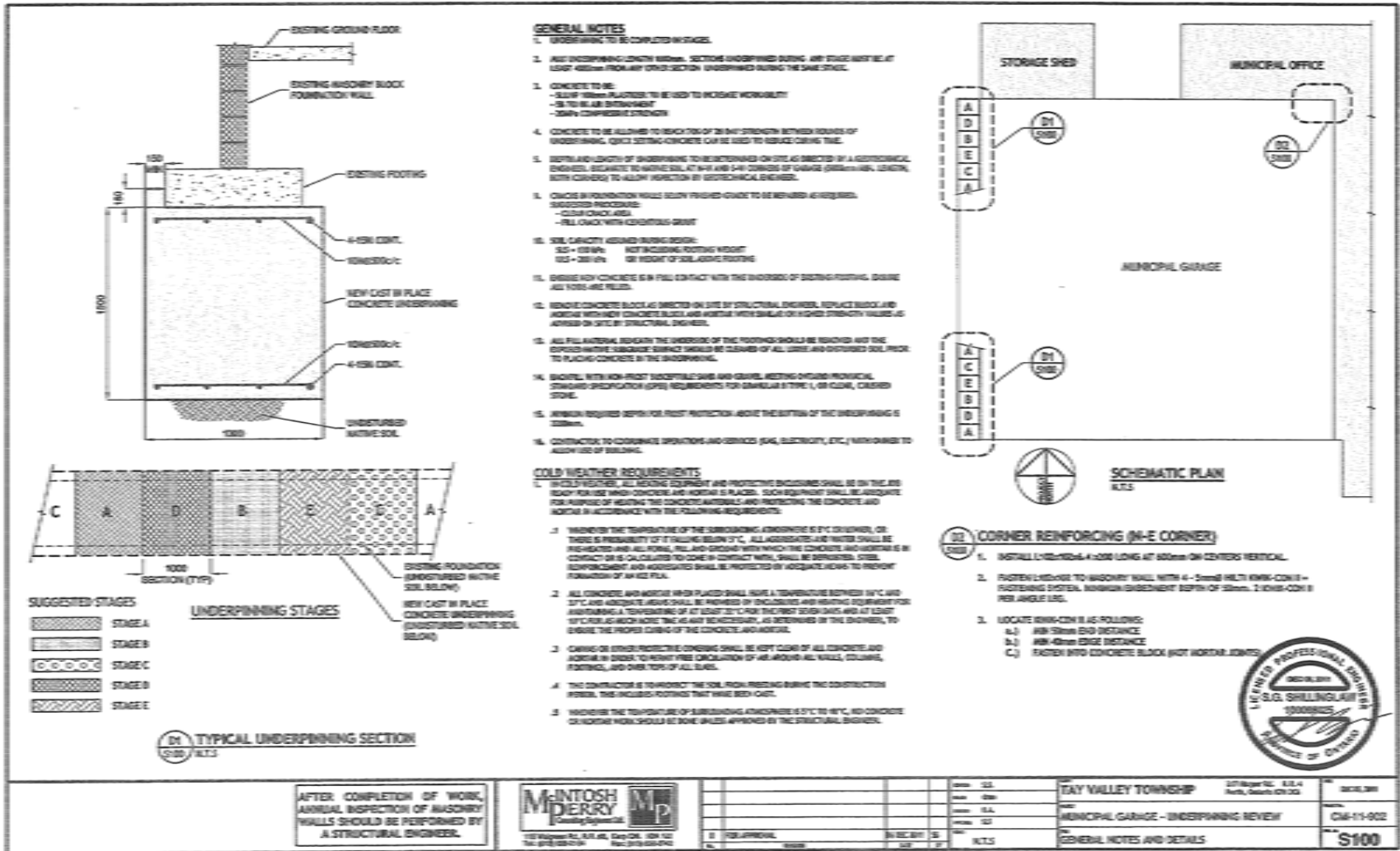
Crains' Construction Limited submitted the lowest quote with a price of \$55,870.00, excluding taxes. Based on their past experience, and their reputation as a general contractor, staff feels confident that they can meet the requirements specified.

## **CONCLUSION:**

It is the opinion of McIntosh Perry that this work be completed on an urgent basis. They are particularly concerned with any growth of the existing cracks, new cracks in the masonry wall and the stress a significant snow load would produce.

## **ATTACHMENTS:**

1. Drawings produced by McIntosh Perry showing the underpinning review.
2. Quote from R K Porter General Contracting dated December 19<sup>th</sup>, 2011 in the amount of \$76,956.00, excluding taxes.
3. Quote from Greyleith Engineering & Construction dated January 3<sup>rd</sup>, 2011 in the amount of \$185,708.00 , excluding taxes.
4. Quote from Crains' Construction dated January 10<sup>th</sup>, 2012 in the amount of \$55,870.00, excluding taxes.







46 Industrial Rd.  
Perth, ON K7H 3P2

Phone: (613) 264-8343  
Fax: (613) 264-2970

# QUOTE

**Quote Number:** 11-1219  
**Date:** Dec. 19/11

**To:** Scott Shillinglaw P.Eng  
McIntosh Perry  
3240 Drummond Conc. 5A  
Perth, ON

**Project:** Tay Valley Township Municipal Garage  
217 Harper Rd. RR # 4  
Perth, ON

**Re:** Repair work as per drawings provided

ITEM NO.	DESCRIPTION	AMOUNT
	We are pleased to provide budget costing for the above mentioned Project:	
	Length of time estimated to complete the project is 4 weeks	
	General conditions	\$ 8,000.00
	Excavation & backfilling	\$ 16,760.00
	Installation of rebar, forming & placing concrete	\$ 16,000.00
	Dewatering and winter heat	\$ 10,200.00
	Replace 250 conc. Blocks on advice from Scott Shillinglaw	\$ 5,000.00
	Repair stucco	\$ 4,000.00
	Removal of interior services to include gas, water, heat, electrical	\$ 5,000.00
	Supply & installation of shoring scaffolding (1 month rental only)	\$ 5,000.00
	Please note any unforeseen issues will be extra	
	Sub	\$ 69,960.00
	10% overhead & Profit	\$ 6,996.00
	<b>Total</b>	<b>\$ 76,956.00</b>
		HST extra

Thank you,

Randy Porter

Agreement signed by client: \_\_\_\_\_

**GREYLEITH**

Engineering and Construction (Canada) Ltd.  
 12624 Highway #7  
 Carleton Place, Ontario K7C 0C5

Tel: (613) 253-3771  
 Fax: (613) 253-4658  
 jsmiller@greyleith.com

**Quotation**

**Date:** January 03, 2012 **Quotation No:** Q12001  
**Project:** Tay Valley Township  
 Municipal Garage Sand Shed  
 Foundation Underpinning and Repairs  
**Closing:** January 04, 2012

We are pleased to extend "BUDGET COSTING" for your consideration as follows:

Item	Description	Qty	UP	Total
1.	Excavation & Backfilling	1.0 LS	80236.00	80236.00
2.	Formwork, Rebar, Concrete	1.0 LS	51485.00	51485.00
3.	Dewatering, Winter Heat	1.0 LS A	10000.00	10000.00
4.	Re & Re 250 Concrete Blocks	1.0 LS	15675.00	15675.00
5.	Repair Stucco	1.0 LS A	15866.00	15866.00
6.	Re & Re Interior Services	1.0 LS A	5000.00	5000.00
7.	Shoring Scaffolding	1.0 LS	7446.00	7446.00

As per Drawings Reviewed: S100, S101 Rev0

HST

185,689.00  
 24,189.57  
209,878.57

**Project Specific Notes:**

- the above is offered as "Budget Costing" only, and may be subject to change/ confirmation
- excavation in frozen ground, frost breaking, ripping not included
- half load (Springtime) surcharges may apply for the importation of clear stone backfill
- Items 3,5,6 above are quoted as "Allowances" which will be performed on a "time & material" basis

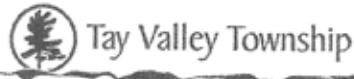
**GeneralNotes:**

1. HST Extra as applicable
2. Greyleith Engineering and Construction (Canada) Ltd is not trade union affiliated

Respectfully Submitted:

Greyleith Engineering and Construction (Canada) Ltd.  
 John S. Miller, President





To: Wib Crain – Crains' Construction  
crains@xplornet.com

From: John Simcock, Public Works Superintendent

Date: December 22, 2011

REQUEST FOR PRICING: 70' Wall Underpinning of Municipal Garage Sand Shed

Please provide a budget costing for the above mentioned repair work as per attached drawings:

Description	Amount
Excavation and backfilling	8,900.00
Installation of rebar, forming & placing of concrete	13,950.00
Dewatering and winter heat	9,200.00
Replace 250 concrete blocks on advice from McIntosh Perry	5,800.00
Repair stucco	4,800.00
Removal of interior services to include gas, water, heat and electrical	4,890.00
Supply and installation of shoring scaffolding (probably 1 month)	8,310.00
Total	55,870.00

**Background:**

Based on a Geotechnical investigation it was determined that remedial work related to footing settlement and movement of the masonry block walls of the municipal garage salt shed located at 217 Harper Road, Perth, is required. I have attached the Geotechnical report from Houle Chevrier as well as two drawings produced by McIntosh Perry showing the underpinning review.

Please let us know if you require any further information.

Best regards

John

Page 1 of 1



# **BY-LAWS**

# THE CORPORATION OF TAY VALLEY TOWNSHIP

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## BY-LAW NO. 2012-003

### A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF TAY VALLEY TOWNSHIP AT ITS MEETING HELD ON JANUARY 17<sup>TH</sup>, 2012

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**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 17<sup>th</sup> day of January, 2012 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of Tay Valley Township at its meetings 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.

**THE CORPORATION OF TAY VALLEY TOWNSHIP  
BY-LAW NO. 2012-003**

**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.

**2. ULTRA VIRES**

Should any sections of this by-law, be declared by a court competent jurisdiction to be ultra vires, the remaining sections shall nevertheless remain valid and binding.

**3. EFFECTIVE DATE**

ENACTED AND PASSED this 17<sup>th</sup> day of January, 2012.

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**Keith Kerr, Reeve**

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**Amanda Mabo, Clerk**