

Corporation of the Township of Selwyn

**Regular Council Meeting
Tuesday, April 13, 2021**

Virtual Council Meeting

A regular meeting of the Council of the Township of Selwyn
was held on Tuesday, April 13, 2021.

Council Present (Virtual):

Mayor Andy Mitchell
Deputy Mayor Sherry Senis
Councillor Donna Ballantyne
Councillor Gerry Herron
Councillor Anita Locke

Staff Present (Virtual):

Janice Lavalley, Chief Administrative Officer
Angela Chittick, Manager of Community & Corporate Services /Clerk
R. Lane Vance, Manager of Finance/Treasurer
Robert Lamarre, Manager of Building and Planning
Mike Richardson, Manager of Recreation (arrived at 6:04 PM)
Rick Dunford, Manager of Public Works
Gord Jopling, Fire Chief (left at 7:20 PM)
Kim Berry, HR Coordinator (left at 6:10 PM)
Sarah Hennessey, Chief Librarian/ CEO (left at 6:04 PM)
Jeannette Thompson, Planner
Michelle Thornton, Deputy Treasurer/I. T. Coordinator
Tania Goncalves, Deputy Clerk
Andrew Bowyer, Fire Prevention Officer (left at 7:30 PM)

The Council meeting commenced at 5:00 PM with Mayor Mitchell in the Chair.

Declaration of Pecuniary Interest

None.

Minutes

Resolution No. 2021 – 084 – Minutes

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –
That the minutes of the regular Council meeting and special Council meeting of
March 23, 2021 (Dashboard Review) be adopted.

Carried.

Deputations and/or Invited Persons and/or Public Meeting

Council welcomed new employee Building Inspector/Plans Examiner Chantal
Simmons to the Township.

Chris Kawalec, Community Development Program Manager for the City of
Peterborough made a presentation to Council regarding the Community Safety and
Wellbeing Plan.

Resolution No. 2021 – 085 – Community Safety & Wellbeing Plan Update

Councillor Anita Locke – Councillor Donna Ballantyne –
That the presentation from Chris Kawalec, Community Development Program
Manager regarding the Community Safety & Wellbeing Plan be received for
information.

Carried.

Gail Moorhouse, Executive Director of Community Futures Peterborough made a presentation to Council regarding the results of the Selwyn Township Business Reopening Program.

Resolution No. 2021 – 086 – CDFC/Selwyn Business Reopening Program

Councillor Anita Locke – Councillor Gerry Herron –

That the report from Gail Moorhouse, Executive Director of Community Futures Peterborough regarding the Selwyn Township Business Reopening Program be received for information.

Carried.

Township Planner Jeannette Thompson announced that the Township of Selwyn is holding a public meeting to consider applications to amend the Comprehensive Zoning By-law for the Township of Selwyn, in accordance with Section 34 of The Planning Act. The prescribed notice of the public meeting was provided by prepaid first-class mail to all residents within a 120-metre radius of the subject property as well as by way of a sign being posted on the property. The notice was provided to the prescribed ministries and agencies via email and was also available on the Township website. If a person or public body does not make an oral submission at the public meeting or make a written submission to the Township of Selwyn before the Zoning By-law is passed the person or public body is not entitled to appeal the decision of the Council of the Township of Selwyn to the Local Planning Appeal Tribunal, nor can a person or public body be added as a party to the hearing of an appeal before the Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so. In order to be notified of the decision of the Township of Selwyn on the proposed Zoning By-law Amendments, a written request must be made to the Township.

A public meeting commenced at 5:40 PM to amend the Township's Comprehensive Zoning By-law in accordance with Section 34 of The Planning Act. The amendment related to property described as being Part of Lot 26, Concession 13 in the Smith Ward, municipally known as 1961 Fourteenth Line. The subject lands are designated Prime Agricultural; and are zoned Agricultural (A). The Zoning By-law Amendment is a condition of consent to sever application B-5-20, which was imposed by the Township. The severed parcel will be merged with 1984 Thirteenth Line. The purpose of the zoning By-law amendment is to rezone the severed portion from Agricultural (A) Zone to Rural Residential (RR) Zone, to provide for contiguous zones across the merged parcels; and to recognize the proposed residential use of the severed portion. Applicant Marla Sutherland was in attendance in support of the application. No one spoke against the application. There was one (1) member of the public in attendance. The public meeting concluded at 5:43 PM.

Resolution No. 2021 – 087 – ZBA – 1961 Fourteenth Line

Deputy Mayor Sherry Senis – Councillor Anita Locke –

That the report of the Planner regarding the Zoning By-law Amendment related to lands described as being Part of Lot 26, Concession 13 in the Smith Ward (municipally known as 1961 Fourteenth Line) be received for information; and

That By-law 2021-032, being a By-law to rezone certain lands situated in Part of Lot 26, Concession 13 in the Smith Ward from Agricultural (A) Zone to Rural Residential (RR) Zone, be brought forward to the By-law section of the agenda for consideration; and

That the Mayor and Clerk be authorized to sign any agreements related to Consent Application File No. B-5-20.

Carried.

Question Period

Council entertained questions from the public from 5:43 PM to 5:44 PM.

Municipal Officers & Staff Reports – Direction

Resolution No. 2021 – 088 – 2021 Work Plans 1st Quarter Update

Councillor Donna Ballantyne – Councillor Anita Locke –

That the report of the Chief Administrative Officer with regard to the 2021 Work Plan 1st Quarter Update prepared by each Department Manager be received for information.

Carried.

Resolution No. 2021 – 089 – 2021 1st Quarter Financial Update

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That the report of the Manager of Financial Services related to the Financial Statement Review – 2021 1st Quarter be received for information.

Carried.

Resolution No. 2021 – 090 – AMO Gas Tax – One Time Funding 2021

Councillor Anita Locke – Councillor Gerry Herron –

That the report of the Manager of Financial Services regarding the AMO Gas Tax One Time Funding 2021 be received for information; and

That the additional one time federal funding expected from the AMO Gas Tax Program be earmarked to address the current funding deficit related to the Water Street multi-year construction project.

Carried.

Resolution No. 2021 – 091 – Woodland Acres Budget 2021

Councillor Gerry Herron – Deputy Mayor Sherry Senis –

That the report of the Manager of Financial Services regarding the Woodland Acres Budget 2021 be received for information; and

That the Township of Selwyn adopt the Budget Compliance Report for expenses excluded from the 2021 Woodland Acres budget as outlined in and as a requirement of Ontario Regulation 284/09; and

That the 2021 budget for Department # 32 Woodland Acres - Water and Sewer be approved as presented; and

That the respective 2021 flat rate water and sewer charges for the Woodland Acres Water and Sewer Area be included in the 2021 Tax Rate By-law.

Carried.

Resolution No. 2021 – 092 – Proposed Zoning By-law Amendment to Regulate Rooming/Boarding Houses

Councillor Anita Locke – Councillor Gerry Herron –

That the report of the Planner related to the proposed Zoning By-law amendment to regulate rooming/boarding houses be received for information;

That staff be directed to finalize the draft Zoning By-law Amendment to regulate Rooming/Boarding Houses; and

That staff be directed to commence the public consultation period which is to include at least one (1) public open house (virtual); a social media campaign; and a statutory public hearing, in order to solicit public input related to the proposed amendment, and that the promotion of the public meeting focus on Lakefield and Woodland Acres as this is where rooming houses will be permitted.

Carried.

Resolution No. 2021 – 093 – New Official Plan Project Update

Councillor Anita Locke – Councillor Donna Ballantyne –

That the report of the Planner related to the new Official Plan project update be received for information;

That Council direct staff to request that County staff attend Council meetings at key times to provide updates and seek Council's feedback related to the Growth Analysis/Land Needs Assessment project and the new Official Plan project and that a request be made for a County representative to attend a Council meeting in the very near future.

Carried.

Resolution No. 2021 – 094 – Open Air Burning By-law

Councillor Donna Ballantyne – Councillor Anita Locke –

That the report from the Fire Prevention Officer regarding the 2021 Open Air Burning By-law be received for information; and that the passage of the Open Air Burning By-law be deferred to obtain further information; and that staff provide a report to Council no later than the May 11, 2021 Council meeting that includes additional requested information.

Carried.

Resolution No. 2021 – 095 – Smith Landfill Site Tipping Fees

Councillor Gerry Herron – Councillor Donna Ballantyne –

That the report of the Chief Administrative Officer with regard to the Smith Landfill Site tipping fees be received for information; and that Schedule A to By-law 2016-026 be updated as follows:

General Tipping Fees - Phase-in increase over two years as follows \$115/tonne effective June 1, 2021 and to \$130/tonne effective June 1, 2022; and

Minimum Fees - Increase minimum fee to \$5.00 effective June 1, 2021 and that the fee remain at \$5.00 for a minimum of three (3) years; and

Mixed Load Fees (Unsorted) - Establish a mixed load fee which is double the applicable general tipping fee and minimum fee - effective June 1st, 2021; and

Leaf and Yard Fees - Phase-in increase over three (3) years as follows \$65/per tonne for loads greater than 100 kg effective June 1st, 2021; \$85/per tonne effective June 1st, 2022 and \$100/per tonne effective June 1st, 2023; and

Additional Item (Freon) – Establish a cost recovery fee system based on the “actual cost of Freon removal services” - effective June 1st, 2021.

Carried.

Consent

Resolution No. 2021 – 096 – Municipal Officer's and Staff Reports – Information/Housekeeping/Non-Controversial

Councillor Anita Locke – Councillor Donna Ballantyne –

That the report from the Manager of Building and Planning regarding the Heritage Designation of 44 Bridge Street, Lakefield be received for information; and that By-law 2021-026 being a By-law to designate 44 Bridge Street, Lakefield under the Ontario Heritage Act be forwarded to the By-law section of the agenda for consideration; and

That the report of the Planner related to Minister Zoning Orders be received for information; and

That the report of the Manager of Public Works with respect to the Gravel Crushing Tender be received for information; and that the tender of Westone Aggregates Inc., in the amount of \$102,850.00 (HST excluded) for crushing approximately 17,000 tonne of gravel be approved; and

That the report of the Manager of Public Works with respect to the 2021 Surface Treatment tender be received for information; and that, in accordance with the provisions of the tender document, the Township of Selwyn accept its portion of the Peterborough County Tender T-02-2021;

and that, the tender of Miller Paving, in the amount of \$425,810.00 (HST excluded) for the 2021 surface treatment requirements be approved; and

That the report of the Manager of Public Works with respect to the 2020 Smith Landfill Annual Report, as prepared by Cambium Environmental, be received for information; and

That the report of the Capital Projects Coordinator and Manager of Financial Services regarding the Streetlight Project – Procurement Update be received for information; and that the bid submission from Dan Healey Electric Ltd. in the amount of \$18,475.50 (HST excluded) be approved; and that By-law 2021-033, to authorize the execution of an Agreement between Dan Healey Electric and the Township of Selwyn for the installation of new streetlight poles & related equipment be forwarded to the By-law section of the agenda for consideration; and

That the report of the Manager of Community & Corporate Services/Clerk regarding various By-laws be received for information; and that By-law 2021-027, a By-law to assume a portion of Arnott Drive in Ennismore into the Township's road system, described as Plan 45M-226 and identified as Property Identification Number 28449-0263; and that By-law 2021-028, a By-law to amend the Lakefield Parking to include a No Parking Zone on Queen Street to facilitate a bus stop in Lakefield's downtown core for "The Link" rural bus service; and that By-law 2021-029, a By-law to authorize the Treasurer to execute a grant agreement for the Court Security and Prisoner Transportation Program on behalf of the Township, be brought forward to the By-law section of the agenda for consideration; and

Correspondence for Information

Recommendation:

That the following items of correspondence be received for information:

1. AMO Update – Long-Term Care Modernization and Expansion, Asset Management Plan Timelines Extended and Age-Friendly Community Planning
2. AMO Update – OPP Detachment Board Composition Process, Personal Support Worker Temporary Pay Extended and By-Name Lists
3. AMO Update – Federal Gas Tax and Updated COVID-19 Regulations
4. AMO Update - One-Time Doubling of Gas Tax Funds in 2021
5. AMO Update – OCLIP Payment, Bill 257 Submission and Amended COVID-19 Orders
6. AMO Update – Provincial Budget Highlights + Bill 257 Referred to Committee
7. AMO Update – Provincial COVID-19 Lock Down, Water Taking Changes and Long-Term Care Medication Safety
8. Peterborough Public Health - Notice of Public Meeting - Sewage Fee Schedule Amendment
9. ORCA – 2020 Annual Report
10. MPAC – 2020 Annual Report
11. Kawartha Chamber of Commerce and Tourism – NewsFlash! March 23rd & 30th and April 6th, 2021
12. Trent Lands & Natural Areas Plan
13. Trent University – News Release and Project Background: Trent and People Care Communities Long-Term Care Home
14. Ministry of Infrastructure - Extended Timelines
15. Ontario Provincial Police - Community Safety and Policing Act Update, Board Proposal Process and Questions / Answers
16. EOWC - News release - Establishes 2021 Priorities
17. Ontario Waterpower Association - Proclaiming June 20th as Waterpower Day

18. EORN - 2021 Ontario Budget
19. Niagara Region - Homelessness, Mental Health and Addiction
20. Grey Region and Edwardsburgh Cardinal – Ontario Fire College Closure
21. Fort Erie - Cannabis Licencing and Enforcement, Advocate the Province of Ontario to Adjust the Capacity Limits, Homelessness, Mental Health and Addiction and McNally House Hospice's Life in Every Moment Campaign
22. Owen Sound - Municipal Insurance Rates
23. Kingsville - Bill C-21 - Firearms Amendment
24. Orangeville - Withdraw Schedule 3 from Bill 257
25. Cochrane - MeeQuam Youth Residence Closure
26. South Glengarry - Provincial Vaccine Rollout
27. Morris -Turnberry - Gravenhurst Fire College
28. Township of Hudson - Support for Fire Departments
29. Town of Caledon - Support for a Suicide and Crisis Prevention Hotline and Ontario Fire College Closure
30. Town of Amherstburg - Universal Paid Sick Days in Ontario and the Agricultural Tile Drainage Installation Act
31. Township of Muskoka - The Decibel Coalition
32. Pickle Lake - Municipal Act and Elections Act; and

County Correspondence for Information

That the following items of correspondence from the County of Peterborough be received for information:

1. Media Release - Mayor and Warden United on Need for More Vaccines
2. EORN – Partners with Rogers Communications – News Release, Backgrounder and Q & A
3. County Official Plan Project: Focus on the Built Environment
4. Tender Award – Micro-surfacing
5. Supply and Delivery of Unleaded Gasoline and Diesel Fuel
6. James A. Gifford Causeway, Chemong Bridge & County Road 14 Rehabilitation Consultant Selection
7. Technical Advisory Committee Meeting Minutes – March 11, 2021
8. OPA No. 61 to the Official Plan – 724 Centre Line Selwyn
 - Amendment No. 61
 - Technical Report
 - Township Resolution
9. Regular Council Minutes – March 17, 2021; and

Committee Reports

That the minutes of the Library Board of January 19, 2021 and February 23, 2021 be received for information; and

That the minutes of the Economic Development & Business Committee of February 22, 2021, March 5, 2021 and March 22, 2021 be received for information; and

That the minutes of the Accessibility Advisory Committee meeting of March 24, 2021 be received for information; and that Selwyn Township provide a letter to support the request of the Centre for Equitable Library Access urging the Federal Government to fully restore funding for accessible reading materials; and

That the minutes of the Heritage Committee meeting of March 25, 2021 be received for information; and that the Council of the Township of Selwyn support the recruitment of additional Municipal Heritage Committee members to serve on the Municipal Heritage Committee for the remaining term of Council and that staff be authorized proceed with the recruitment process.

Carried.

Mayor Mitchell removed himself from the Chair in order to move a motion.

Deputy Mayor Sherry Senis assumed the Chair.

Resolution No. 2021 – 097 – Responsible Business Protocol

Mayor Andy Mitchell – Councilor Anita Locke –

That the letter from Stuart Harrison, President and CEO, Peterborough Chamber of Commerce requesting equitable safety standards be received for information; and

That the Township of Selwyn supports the Peterborough Chamber of Commerce's request to the Ontario government to establish a Responsible Business Protocol that includes a Safe Operating Framework (by business sector) and a Community Contact Reduction Framework (based on regional virus spread); and

That this protocol be consistent with Public Health and Provincial Guidelines with respect to physical distancing, wearing a mask and any other relevant safety precautions.

Carried.

Mayor Mitchell assumed the Chair.

Petitions

None.

Council Portfolio Updates

Verbal updates were provided by Council members regarding the following Council Portfolios:

- Community Services, Transportation and Housing – Councillor Donna Ballantyne
- Economic Development, Business Retention and Attraction, Planning and Building Client Services – Deputy Mayor Sherry Senis
- Public Works and Recreation – Councillor Gerry Herron
- Sustainability, Culture and Senior Services – Councillor Anita Locke
- Governance and Inter-Governmental Relations – Mayor Andy Mitchell

Resolution No. 2021 – 098 – Curfew

Councillor Donna Ballantyne – Councillor Anita Locke –

That the rules of procedure with respect to curfew be dispensed with.

Carried.

Other, New & Unfinished Business

Resolution No. 2021 – 099 – Special Meeting

Councillor Anita Locke – Councillor Donna Ballantyne

That a special meeting of Council be scheduled for May 5th, 2021 at 4:00 PM so that Council may review the initial findings of the Lakefield Campground Utilization Study.

Carried.

By-laws

Resolution No. 2021 – 100 – By-laws First, Second & Third Reading

Councillor Anita Locke – Councillor Donna Ballantyne –

That By-law 2021-026, being a By-law to designate 44 Bridge Street, Lakefield under the Ontario Heritage Act; and

That By-law 2021-027, a By-law to assume a portion of Arnott Drive in Ennismore into the Township's road system, described as Plan 45M-226 and identified as Property Identification Number 28449-0263; and

That By-law 2021-028, a By-law to amend the Lakefield Parking to include a No Parking Zone on Queen Street to facilitate a bus stop in Lakefield's downtown core for The Link rural bus service; and

That By-law 2021-029, a By-law to authorize the Treasurer to execute a grant agreement for the Court Security and Prisoner Transportation Program on behalf of the Township; and

That By-law 2021-032, being a By-law to rezone certain lands situated in Part of Lot 26, Concession 13 in the Smith Ward from Agricultural (A) Zone to Rural Residential (RR) Zone; and

That By-law 2021-033, to authorize the execution of an Agreement between Dan Healey Electric and the Township of Selwyn for the installation of new streetlight poles & related equipment be read a first, second and third time and finally passed.
Carried.

Resolution No. 2021 – 101 – Confirming

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That By-law 2021-035, a By-law to confirm the proceedings of the meeting of Council held on April 14, 2021 be read a first, second and third time and finally passed.

Carried.

Adjournment

Resolution No. 2021 – 102 – Adjournment

Councillor Anita Locke – Deputy Mayor Sherry Senis -

That the meeting be adjourned. (8:11 PM)

Carried.