

Township of Selwyn Regular Council Meeting

Tuesday, October 26, 2021 – 6:00 PM

Council Chambers
1310 Centre Line
Township of Selwyn

Please Note:

Limited numbers can be present in the Council Chambers at one time. If you wish to attend in person please send an [email](#) to register your attendance.

OR

Watch the meeting via livestreaming

<https://www.youtube.com/user/SelwynTownship>

- **5:30 PM – [Committee of Adjustment](#)**
 - **6:00 PM – Regular Council Meeting Begins**
-

Land Acknowledgment

We respectfully acknowledge that we are on the treaty and traditional territory of the Michi Saagiig Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

Moment of Silent Reflection

Please observe a moment of silence, so that Council, staff and members of the public can quietly reflect on our duty to the community that we are trying to serve.

Notification to Members of the Public

Members of the public, staff, presenters and members of Council please be advised that meetings are broadcast and recorded and made available on the internet.

Declaration of Pecuniary Interest and the General Nature Thereof

1. Minutes

(a) Minutes – Open Session – October 12, 2021

- Motion to adopt the minutes of the regular Council meeting of October 12, 2021
- Discussion out of the minutes

2. Deputations and/or Invited Persons and/or Public Meetings

- (a) 6:00 PM – Public Meeting – Sale of Road Allowances -
 - Applicant David Pearson – Poplar Point Road
 - Applicant Craig Mace – Arnott
- i) Angela Chittick, Manager of Community & Corporate Services/Clerk – Stop and Close Shoreline Road Allowance
 - Attachment - Public Notices

3. Question Period

15 minutes, one question per person at a time, on a rotating basis

If a member of the public has a question please send an [email](#) by 4:30 PM on the day of the meeting noting your question which will be read into the public record and responded to during the meeting. An email will be sent following the meeting with a link to the recording.

4. Municipal Officer's & Staff Reports - Direction

- (a) R. Lane Vance, Manager of Financial Services – 3rd Quarter Financial Update
 - Attachment - Financial Statements

Consent Items

All matters listed under Consent Items are considered to be routine, housekeeping, information or non-controversial in nature and to facilitate Council's consideration can be approved by one motion

5. Municipal Officer's & Staff Reports – Information/Housekeeping/Non-Controversial

- (a) Kim Berry, Human Resources Coordinator – Organizational Policy Updates
 - Attachment – Relevant Policy Updates
- (b) Kim Berry, Human Resources Coordinator – Staff Recruitment

6. Correspondence for Discussion and/or Decision

(a) Correspondence Report – October 26, 2021

7. Peterborough County Report

(a) Peterborough County Report – October 26, 2021

8. Committee Reports

None.

9. Petitions

10. Council Portfolio Updates

Council to provide brief verbal update related to the following portfolios where necessary:

- 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

11. Other, New & Unfinished Business

(a) ROMA – Delegation Requests – Due – November 15, 2021

12. By-laws

- (a) 2021-081 – Road Closure By-law Mace and Pearson
- (b) 2021-082 – Confirming

Adjournment

Draft Subject to Approval

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Corporation of the Township of Selwyn

**Regular Council Meeting
Tuesday, October 12, 2021**

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, October 12, 2021.

Council Present: Mayor Andy Mitchell
(in-person) Deputy Mayor Sherry Senis
Councillor Donna Ballantyne
Councillor Anita Locke
Councillor Gerry Herron

Staff Present: Janice Lavalley, Chief Administrative Officer
(virtually) Angela Chittick, Manager of Community & Corporate Services /Clerk
Gord Jopling, Fire Chief
Rick Dunford, Manager of Public Works
Mike Richardson, Manager of Recreation Services
Chris Tassone, By-law Enforcement Officer
Hillary Bradshaw, Climate Change Coordinator
Michelle Thornton, Deputy Treasurer/ I.T. Coordinator

Staff Present: Robert Lamarre, Manager of Building and Planning
(in-person) Per Lundberg, Planner (left at 5:55 PM)
Paul Monk, Building Inspector/By-law Officer (arrived at 5:55 PM)
Tania Goncalves, Deputy Clerk

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

Declaration of Pecuniary Interest

Mayor Andy Mitchell declared a pecuniary interest as it relates to agenda item 6.a) 3. regarding correspondence received from AMO concerning capital gains on primary residences.

Minutes**Resolution No. 2021–250 – Minutes**

Deputy Mayor Sherry Senis – Councillor Anita Locke –
That the minutes of the regular Council meeting of September 21, 2021 be adopted.
Carried

Deputations and/or Invited Persons and/or Public Meeting

Doug Simmons made a presentation to Council to express concerns regarding short term rentals in the Township. Mr. Simmons noted concerns related to noise and disturbance caused by the short-term rentals.

Resolution No. 2021–251 – Short Term Rentals

Councillor Donna Ballantyne – Deputy Mayor Sherry Senis –
That the report from the By-law Enforcement Officer regarding short-term rentals on Gifford Drive be received for information; and that staff:

- engage in communications with the Smith-Ennismore Police Services Board to discuss enforcement options;
- report back to Council on the results of the discussion with the County CAO's pertaining to the management of short-term rentals;
- review and report back to Council on the current fine structure to determine if any increases are advisable and to provide any additional suggestions to address concerns regarding short-term rentals.

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Carried.

Township Planner Per Lundberg announced that the Township of Selwyn is holding a public meeting to consider various 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 properties as well as by way of a sign being posted on the properties. 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 5:37 PM to amend the Township's Comprehensive Zoning By-law in accordance with Section 34 of The Planning Act. The amendment relates to lands described as being Part of Lot 21, Concession 9 in the Smith Ward. Mr. Lundberg noted that the Zoning By-law Amendment is a condition of consent to sever application B-25-21, which was imposed by the Township. The severed parcel will be merged with the adjacent rural property to the west. Consents for lot additions are considered technical severances. The severed parcel will be zoned Rural Exception 588 (RU-588) to allow for a reduced side yard and front yard setback for the existing barns on the subject lands and to prohibit the keeping of livestock in these barns. The retained parcel will be zoned Rural Residential Exception 589 (RR-589) Zone to allow a reduced lot frontage. Mr. Lundberg noted that comments of no concern have been received from Peterborough Public Health, Kawartha Pine Ridge District School Board, Enbridge Gas Inc. and the Otonabee Region Conservation Authority. No one spoke in favour or in opposition to the application. There were four (4) members of the public who attended the meeting virtually. The public meeting concluded at 5:40 PM.

Resolution No. 2021-251- Zoning By-law Amendment – Part Lot 21, Concession 9, Smith Ward

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 Lot 21, Concession 9 in the Smith Ward be received for information; and

That By-law 2021-071, being a By-law to re-zone certain lands situated on Part Lot 21, Concession 9 in the Smith Ward from Rural Residential (RU) Zone to Rural Exception 588 (RU-588) Zone and Rural Residential Exception 589 (RR-589) Zone be forwarded to the By-law section of the agenda for consideration.

Carried.

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 relates to the lands described as being Part of Lot 22, Concession 16 in the Smith Ward having the municipal address of 2886 Antelope Trail. Mr. Lundberg noted that the Zoning By-law Amendment is a condition of consent to sever application B-89-20, which was imposed by the Township. The severed parcel will be merged with the adjacent waterfront property to the west. Consents for lot additions are considered technical severances. The severed parcel will be zoned Lakeshore Residential (LR) Zone. The retained parcel will be zoned Rural Residential Exception 590 (RR-590) Zone to allow a reduced lot frontage and area as well as a reduced interior side yard setback on the westerly side. Mr. Lundberg

noted that comments of no concern have been received from the Kawartha Pine Ridge District School Board, Enbridge Gas Inc. and the Otonabee Region Conservation Authority. No one spoke in favour or in opposition to the application. There were four (4) members of the public who attended virtually. The public meeting concluded at 5:43 PM.

Resolution No. 2021–252 – Zoning By-law Amendment – 2886 Antelope Trail, Part Lot 22, Concession 16, Smith Ward

Councillor Anita Locke – Councillor Gerry Herron -

That the report of the Planner regarding the Zoning By-law Amendment related to Part of Lot 22, Concession 16 in the Smith Ward be received for information; and

That By-law 2021-073, being a By-law to re-zone certain lands situated in Part of Lot 22, Concession 16 in the Smith Ward from Rural Residential (RU) Zone to Lakeshore Residential (LR) Zone and Rural Residential Exception 590 (RR-590) Zone be forwarded to the By-law section of the agenda for consideration.

Carried.

A public meeting commenced at 5:43 PM to amend the Township's Comprehensive Zoning By-law in accordance with Section 34 of The Planning Act. The amendment relates to the lands described as being Part of Lot 31, Concession 10 in the Smith Ward. Mr. Lundberg noted that the Zoning By-law Amendment is a condition of consent to sever application B-22-21, which was imposed by the Township. The severed parcel will be merged with the adjacent rural residential property to the southeast. Consents for lot additions are considered technical severances. The severed parcel will be zoned Rural Exception 591 (RU-591) Zone to allow a reduced minimum lot area and to recognize the lot frontage of the benefitting lands for the lot addition as the applicable lot frontage. The retained parcel will remain Rural Residential Exception 427 (RU-427) Zone as amended by By-law 2021-074 to allow a further reduced minimum lot area. Mr. Lundberg noted that comments of no concern have been received from the Kawartha Pine Ridge District School Board, Enbridge Gas Inc. and Peterborough Public Health and further that the Otonabee Region Conservation Authority has commented that future development on the subject lands may require permits. Applicant Donald Wood was in attendance virtually and spoke in support of the application. No one further spoke in favour or in opposition to the application. There were four (4) members of the public who attended virtually. The public meeting concluded at 5:45 PM.

Resolution No. 2021–253 – Zoning By-law Amendment – 2325 Miller Road, Part Lot 31, Concession 10, Smith Ward

Councillor Anita Locke – Councillor Donna Ballantyne –

That the report of the Planner regarding the Zoning By-law Amendment related to Part of Lot 31, Concession 10 in the Smith Ward be received for information; and

That By-law 2021-074, being a By-law to amend the Rural Exception 427 (RU-427) Zone and to re-zone certain lands situated in Part of Lot 31, Concession 10 in the Smith Ward from Rural Exception 427 (RU-427) to Rural Exception Five Hundred and Ninety-One (RU-591) Zone be brought forward to the By-law section of the agenda for consideration.

Carried.

A public meeting commenced at 5:45 PM to amend the Township's Comprehensive Zoning By-law in accordance with Section 34 of The Planning Act. The amendment relates to the lands described as being Part of Lot 27, Concession 10 in the Smith Ward. Mr. Lundberg noted that the Zoning By-law Amendment is a condition of consent to sever application B-88-20, which was imposed by the Township. The severed parcel will be merged with the adjacent rural property to the west. Consents for lot additions are considered technical severances.

The retained parcel will be re-zoned to the Rural Residential (RR) Zone. Mr. Lundberg noted that comments of no concern have been received from the Kawartha Pine Ridge District School Board, Enbridge Gas Inc and Peterborough Public Health. The Otonabee Region Conservation Authority has commented that future development on the subject lands may require permits. Applicant Royce Williamson was in attendance virtually and spoke in support of the application. Neighbouring property owner Kerry Doughty was also in attendance virtually and spoke in support of the application. Mr. Doughty advised that he wished to have it noted on the record that his property is zoned for aggregate extraction uses. No one spoke in opposition to the application. There were four (4) members of the public who virtually attended the meeting. The public meeting concluded at 5:50 PM.

Resolution No. 2021-254 – Zoning By-law Amendment – Part Lot 27, Concession 10, Smith Ward

Deputy Mayor Sherry Senis – Councillor Gerry Herron –

That the report of the Planner regarding the Zoning By-law Amendment related to Part of Lot 27, Concession 10 in the Smith Ward be received for information; and

That By-law 2021-076, being a By-law to re-zone certain lands situated in Part of Lot 27, Concession 10 in the Smith Ward from Rural (RU) Zone to Rural Residential (RR) Zone be brought forward to the By-law section of the agenda for consideration.

Carried.

A public meeting commenced at 5:50 PM to amend the Township's Comprehensive Zoning By-law in accordance with Section 34 of The Planning Act. The amendment relates to the lands described as being Part of Lot 15, Concession 5 in the Smith Ward. Mr. Lundberg noted that the Zoning By-law Amendment is a condition of consent to sever application B-48-21, which was imposed by the Township. The severed parcel will be merged with the adjacent rural residential property to the south and west. Consents for lot additions are considered technical severances. The severed parcel including the benefitting lands for the lot addition will be re-zoned to the Rural Residential Exception 592 (RR-592) Zone to allow for a reduced lot area. The retained parcel will be re-zoned to Agricultural Exception 593 (A-593) Zone to allow for a reduced lot frontage. No one spoke in favour or in opposition to the application. There were two (2) members of the public who virtually attended the meeting. The public meeting concluded at 5:52 PM.

Resolution No. 2021-255 – Zoning By-law Amendment – Part Lot 15, Concession 5, Smith Ward

Councillor Donna Ballantyne – Councillor Anita Locke –

That the report of the Planner regarding the Zoning By-law Amendment related to Part of Lot 15, Concession 5 in the Smith Ward be received for information; and

That By-law 2021-077, being a By-law to re-zone certain lands situated in Part of Lot 15, Concession 5 in the Smith Ward from Agriculture (A) Zone and Rural Residential (RR) Zone to Rural Residential Exception 592 (RR-592) and Agriculture Exception 593 (A-593) be brought forward to the By-law section of the agenda for consideration.

Carried.

Question Period

None.

Municipal Officers & Staff Reports – Direction

Resolution No. 2021-256 – 2021 Work Plans – Q3 Update

Councillor Anita Locke – Deputy Mayor Sherry Senis –

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That the report of the CAO regarding the 2021 Work Plans – Q3 Update be received for information; and

That no further action take place on completing a third-party review of the progress of implementing the recommendations resulting from the Performance Concepts Consulting Report and implementing an Urban/Backyard Hen By-law and as such that these items be removed from the Work Plans.

Carried.

Resolution No. 2021–257 – COVID-19 Vaccination Policy

Deputy Mayor Sherry Senis – Councillor Anita Locke –

That the report of the CAO entitled COVID-19 Vaccination Policy be received for information; and the Policy be endorsed with the following amendment; that the effective date in Section 9 be changed from January 29, 2022 to November 29, 2021; and

That By-law 2021-079, being a By-law to adopt the COVID-19 Vaccination Policy, as amended, and be incorporated as Policy Number 1.10 in the Township's Organizational Policy, be forwarded to the By-law section of the agenda for passage.

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

Carried

Resolution No. 2021–258 – Building Permit Fee Restructuring

Councillor Anita Locke – Councillor Gerry Herron –

That the report of the Deputy Chief Building Official entitled Building Permit Fee Restructuring be received for information; and

That Council endorse the proposed Building Permit Fee rates as detailed in the body of this report as Schedule A for the purposes of the required public consultation; and that staff move forward with advertising the proposed change in fees as prescribed by the Building Code Act and Regulations and that the requisite public meeting be held on November 9th, 2021.

Carried.

Resolution No. 2021–259 – Fireworks Display on Township Property

Deputy Mayor Sherry Senis – Councillor Anita Locke –

That the report of the Fire Chief regarding the use of fireworks in the municipality be received for information; and

That the Township continue to educate the public on the safe and respectful use of consumer fireworks with heightened public education around the time of major holidays when fireworks are typically used; and

That staff prepare a Fireworks Display on Township Property Policy based on regulatory option 3 as outlined in the report, specifically allowing Permit Display Fireworks on Township property on holiday weekends only, Canada Day and at Township community events, including Polarfest and the Shamrock Festival, subject to receiving all required approvals and advance notice to the public regarding any planned events and that this Policy be brought forward to a future Council meeting for consideration.

Carried.

Resolution No. 2021–260 – 44 Bridge Street – Site Plan Approval

Councillor Gerry Herron – Councillor Anita Locke –

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That the report of the Manager of Building and Planning regarding Site Plan Approval regulations for 44 Bridge Street be received for information; and

That the Township confirm the requirement that the subject property be developed in accordance with the minimum standards as detailed in the Township's adopted Site Plan Guidelines and that Ms. Jenkins be advised that she has the option to achieve costs savings by developing the site based on the current building footprint/use which requires nine (9) parking spaces.

Carried.

Consent

Resolution No. 2021-261 – Municipal Officer's and Staff Reports – Information/Housekeeping/Non-Controversial

Councillor Donna Ballantyne – Councillor Anita Locke –

That the report from the HR Coordinator regarding the staffing update for the position of Facilities Attendant be received for information; and

That the report of the Manager of Public Works with respect to the site improvement at the Ennismore Sand Dome be received for information; and that the tender of Coco Paving Inc., in the amount of \$47,157.05 (HST excluded) for the asphalt project be approved; and

That the report of the Climate Change Coordinator regarding Waste Reduction Week be received for information; and that the Township of Selwyn proclaim October 18-24, 2021 as Waste Reduction Week to demonstrate its commitment to waste reduction, resource conservation, and community education for sustainable living; and

That the report of the Deputy Clerk regarding various By-laws be received for information; and that By-law 2021-072, being a By-law to amend By-law 2019-026 that established and appointed members to the Economic and Business Development Committee to remove Fred Koster as a member due to his resignation; and that By-law 2021-075, being a By-law to authorize the execution of a transfer payment between the Township of Selwyn and the Government of Canada for the Investing in Canada Infrastructure Program (ICIP) COVID-19 Resiliency Stream (Municipal Office Lobby) be forwarded to the By-law section of the agenda for consideration; and

That the report of the Deputy Clerk regarding Local Government Week 2021 be received for information; and that the Township of Selwyn proclaim October 18-22, 2021 as Local Government Week in the Township of Selwyn; and that the Township of Selwyn celebrate and promote Local Government Week by launching an information campaign on social media highlighting the important role that local government plays in our community; and

That the report of the Manager of Community & Corporate Services/Clerk outlining the Township's active insurance claims be received for information; and

That the report of the Manager of Community & Corporate Services/Clerk regarding the joint request for proposal results related to internet and telephone voting systems be received for information; and that Simply Voting be engaged to provide internet and telephone voting services and related vote-counting equipment and products to conduct the 2022 municipal and school board election and that the Clerk be authorized to execute any necessary service agreements; and

That the report of the Manager of Building and Planning regarding a proposed telecommunication tower located at Concession ECR Lots 10, 11 and 12 be received for information; and that the Township of Selwyn advise

CRINS-SINRC that it concurs with the siting of a telecommunication tower at the proposed location as detailed Land Use Authority Report; and that By-law 2021- 078, to authorize staff to execute an easement agreement with Rogers to provide access to the site over the existing B.E.L. Rotary Trail be brought forward to the By-laws section of the agenda; and

Correspondence for Direction

None.

Correspondence for Information

That the following items of correspondence be received for information:

1. AMO - Dress Purple Day 2021 on October 27
2. AMO - Policy Update
4. Kawartha Chamber of Commerce:
 - Consolidation Approved by Members
 - Fall 2021 Chamber Connection
 - News Flash: September 21, September 28, October 5
5. Anishinabeck Nation - Vaccine Passports and First Nations
6. Northumberland County - Resolution Capital Gains Tax on Primary Residence
7. Township of Alnwick Haldimand - Lottery Licensing
8. Township of Scugog - Structure Inventory and Inspections
9. Town of Kingsville - Save Eye Care Ontario
10. Township of Huron-Kinloss - Stronger Fairer Ontario Act
11. Niagara on the Lake - OHIP Eye Care
12. City of Sarnia - Renovictions
13. Municipality of Shuniah - 988 Suicide and Crisis Hotline
14. Municipality of Shuniah - Affordable Internet
15. Municipality of Shuniah - C 313 Banning Symbols of Hate Act
16. Thank You - Campbell Family; and

Committee Reports

That the minutes of the Accessibility Advisory Committee meeting of September 22, 2021; and

That the minutes of the Selwyn Public Library Board meeting of June 22, 2021 be received for information.

Carried

Mayor Andy Mitchell removed himself from the Chair and the meeting due to his earlier stated Declaration of Pecuniary Interest. Deputy Sherry Senis assumed the Chair.

Resolution No. 2021–262 – Capital Gains on Primary Residences

Councillor Anita Locke – Councillor Gerry Herron –

That the correspondence received from AMO regarding the resolution passed by the Township of Selwyn pertaining to Capital Gains on Primary Residences be received for information.

Carried

Mayor Mitchell returned to the meeting and assumed the Chair

Petitions

None.

Council Portfolio Updates

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Council to provide brief verbal update related to the following portfolios where necessary:

- 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

Other, New & Unfinished Business

Resolution No. 2021 – 263 – Multi-Media Campaign Update

Councillor Donna Ballantyne – Councillor Anita Locke –

That the update to the multi-media campaign provided by Strexer Harrop Consulting Group be received for information.

Carried.

By-laws

Resolution No. 2021 – 264 – By-laws First, Second & Third Reading

Councillor Anita Locke – Councillor Donna Ballantyne –

That By-law 2021-071, being a By-law to re-zone certain lands situated on Part Lot 21, Concession 9 in the Smith Ward from Rural Residential (RU) Zone to Rural Exception 588 (RU-588) Zone and Rural Residential Exception 589 (RR-589) Zone; and

That By-law 2021-072, being a By-law to amend By-law 2019-026, being a By-law to establish and appoint members to the Economic and Business Development Committee be amended to remove Fred Koster as a member due to his resignation; and

That By-law 2021-073, being a By-law to re-zone certain lands situated in Part of Lot 22, Concession 16 in the Smith Ward from Rural Residential (RU) Zone to Lakeshore Residential (LR) Zone and Rural Residential Exception 590 (RR-590) Zone; and

That By-law 2021-074, being a By-law to amend the Rural Exception 427 (RU-427) Zone and to re-zone certain lands situated in Part of Lot 31, Concession 10 in the Smith Ward from Rural Exception 427 (RU-427) to Rural Exception 591 (RU-591) Zone; and

That By-law 2021-075, being a By-law to authorize the execution of a transfer payment between the Township of Selwyn and the Government of Canada for the Investing in Canada Infrastructure Program (ICIP) COVID-19 Resiliency Stream (Municipal Office Lobby); and

That By-law 2021-076, being a By-law to re-zone certain lands situated in Part of Lot 27, Concession 10 in the Smith Ward from Rural (RU) Zone to Rural Residential (RR) Zone; and

That By-law 2021-077, being a By-law to re-zone certain lands situated in Part of Lot 15, Concession 5 in the Smith Ward from Agriculture (A) Zone and Rural Residential (RR) Zone to Rural Residential Exception 592 (RR-592) and Agriculture Exception 593 (A-593); and

That By-law 2021- 078, to authorize staff to execute an easement agreement with Rogers to provide access to the site over the existing B.E.L. Rotary Trail; and

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That By-law 2021-079, a By-law to adopt the COVID-19 Vaccination Policy and incorporate it as Policy Number 1.10 of the Township's Organizational Policy be read a first, second and third time and finally passed.

Carried.

Resolution No. 2021 – 265 – Closed Session

Deputy Mayor Sherry Senis – Councillor Gerry Herron –

That the next portion of the meeting be closed to the public pursuant to Section 239. (2)(e) of the Ontario Municipal Act, 2001, S.O. 2001, c.25, as amended to discuss matters regarding litigation or pending litigation and an update on insurance claims. (7:20 PM)

Carried.

Resolution No. 2021 – 266 – Rise Closed Session

Councillor Anita Locke – Councillor Donna Ballantyne –

That Council now rise from closed session. (8:10 PM)

Carried.

Resolution No. 2021 – 267 – Confirming

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That By-law 2021-080, being a By-law to confirm the proceedings of the meeting of Council held on October 12, 2021 be read a first, second and third time and finally passed.

Carried.

Adjournment

Resolution No. 2021 – 268 – Adjournment

Councillor Gerry Herron – Councillor Anita Locke –

That the meeting be adjourned. (8:13 PM)

Carried.



Notice of Public Meeting to Dispose and Sell Unopened Road Allowance

Take notice that the Township of Selwyn proposes to dispose of and sell unopened road allowance that has been deemed surplus. The property is described as a portion of the road allowance located directly adjacent to 1724 Poplar Point Road..

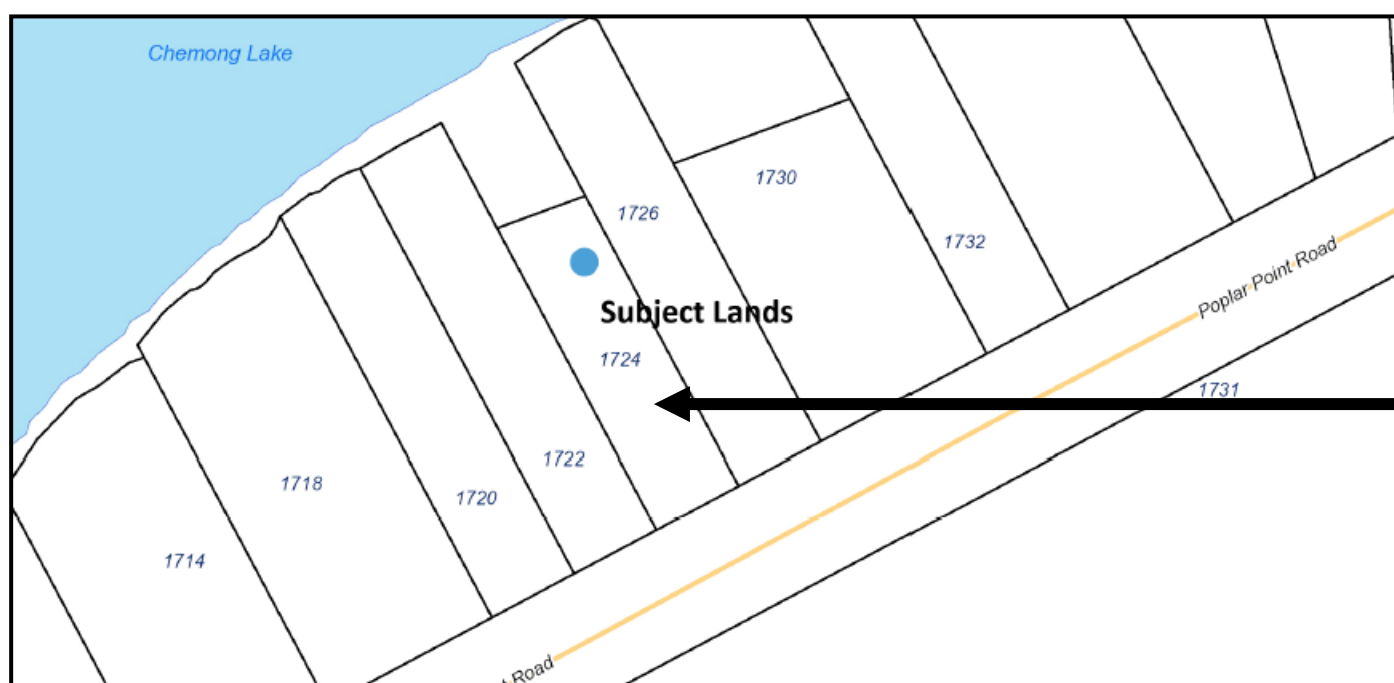
The public meeting regarding the proposed disposal & sale will come before Council for consideration at its regular meeting on:

Date: Tuesday, October 26th at 6:05 PM.

Location: Council Chambers (lower level)
1310 Centre Line, Selwyn

*Virtual Attendance through Zoom

Property Location: Portion of the road allowance located directly adjacent to 1724 Poplar Point Rd.



Location of
Subject
Property

Details on the proposed disposal and sale can be viewed on the Township website or by contacting Angela Chittick, Clerk at 705-292-9507 ext 221 or achittick@selwyntownship.ca.

Posted: October 8th, 2021



Notice of Public Meeting to Dispose and Sell Unopened Road Allowance

Take notice that the Township of Selwyn proposes to dispose of and sell unopened road allowance that has been deemed surplus. The property is described as a portion of the road allowance located directly in front of 157 Arnott Drive.

The public meeting regarding the proposed disposal & sale will come before Council for consideration at its regular meeting on:

Date: Tuesday, October 26th at 6:05 PM.

Location: Council Chambers (lower level)
1310 Centre Line, Selwyn

*Virtual Attendance through Zoom

Property Location: Portion of the road allowance located adjacent to 157 Arnott Drive



Location of
Subject
Property

Details on the proposed disposal and sale can be viewed on the Township website or by contacting Angela Chittick, Clerk at 705-292-9507 ext 221 or achittick@selwyntownship.ca.

Posted: October 8th, 2021



Date: October 26, 2021

To: Mayor Andy Mitchell and Council Members

From: Angela Chittick, Manager of Community & Corporate Services/Clerk

Subject: Stop and Close Shoreline Road Allowance – Applicants David Pearson (Poplar Point Road) Craig Mace (Arnott Drive)

Status: For Direction

Roll No.: 1516.010.002.53535 & 1516.020.202.42200

Recommendation

That the report of the Manager of Community & Corporate Services/Clerk regarding the requests to have portions of unopened road allowances abutting 1724 Poplar Point and 157 Arnott Drive which were deemed surplus to the Township's needs be received for information; and

That Bylaw 2021-081, a By-law to stop-up, close and sell the following to the abutting land owners

- David Pearson - lands described as part of the road allowance between Concession 9 and 10, Smith Ward, Part 1 on R-Plan 45R-17196, PIN 28399-0301 (LT); and
- Craig and Susan Mace – lands described as part of the road allowance along Concession 1, Part 3, on R-Plan 45R-17214, PIN 28449-0263 (LT) Ennismore Ward,

Be forwarded for consideration under the By-law section of the agenda.

Information

The Township's Disposal of Road Allowances Policy sets out the process for stopping-up and closing road allowances that are deemed surplus. The Disposal of Road Allowances Policy requires that Council provide an opportunity for anyone who feels that his/her land will be adversely affected by the closure of the portions of the road allowance have an opportunity to express concerns/seek clarification. That is the purpose of the public hearing that is being held this evening. Public notice has been provided as required by the Policy, including notice on the subject property, notice to adjacent landowners, notice in the Peterborough Examiner, notice in 6 public locations and notice on the Township's website.

Subject to no outstanding concerns being raised by the public this evening, it is recommended that the required By-law be brought forth for passage at this meeting.

Application # 1 - Pearson

David Pearson has applied to stop up and close a portion of the shoreline road allowance that lies adjacent to his property at 1724 Poplar Point Road, Smith Ward. The property owner has met all the requirements of the Township's Road Closure policy and the required public notice for this application has also been completed.



Application # 2 - Mace

Craig and Susan Mace have applied to stop up and close a portion of the road allowance that lies adjacent to their property at 157 Arnott Drive, Ennismore Ward. The property owners have met all the requirements of the Township's Road Closure policy and the required public notice for this application has also been completed.



Strategic Plan Reference

Achieve excellence in governance and service delivery

Environmental Impact

No specific impact related to this recommendation.

Financial Impact

The applicants are responsible for all administrative costs to process the application (survey, legal, notification etc...), therefore there are no costs to the Township.

The value of the lands and the application fee payable to the Township will result in revenue of \$4,070.00

Attachment

- Public Notices

Angela Chittick

Prepared By: Angela Chittick, Clerk

Janice Lavalley

Reviewed By: Janice Lavalley, Chief Administrative Officer

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

4. a) Attachment

Department 05 - General Government

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	658,691.11	430,380.00	0.00	179,422.00	179,422.00	0.00%
Federal Grants	0.00	1,960.00	0.00	0.00	0.00	0.00%
Grants - Outside Agencies	23,108.01	23,191.00	0.00	0.00	0.00	0.00%
Interest Receipts	423,587.88	625,500.00	269,052.29	605,500.00	336,447.71	44.43%
Operating Sales & Fees	40,045.27	57,200.00	27,961.11	57,200.00	29,238.89	48.88%
Transfers						
- From Other Departments	111,134.00	111,134.00	115,172.00	127,784.00	12,612.00	90.13%
- From Accumulated Revenue	155,618.47	155,618.00	55,870.54	55,871.00	0.46	100.00%
- From Supplemental Taxation	157,380.13	75,000.00	0.00	75,000.00	75,000.00	0.00%
- From Taxation	1,261,419.00	1,261,419.00	1,317,491.00	1,317,491.00	0.00	100.00%
- From Reserves	29,180.37	73,053.00	0.00	41,635.00	41,635.00	0.00%
Total Revenue	2,860,164.24	2,814,455.00	1,785,546.94	2,459,903.00	674,356.06	72.59%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	1,483,400.82	1,361,673.00	958,261.98	1,366,360.00	408,098.02	70.13%
- Supplies & Overhead	167,616.72	177,846.00	178,162.46	220,670.00	42,507.54	80.74%
- Services Hired	88,368.97	153,363.00	98,039.49	181,845.00	83,805.51	53.91%
- Bank Charges	46,850.10	38,000.00	7,800.92	47,000.00	39,199.08	16.60%
Council	209,945.38	228,349.00	158,170.81	235,001.00	76,830.19	67.31%
Health & Safety Committee	0.00	1,150.00	344.97	1,150.00	805.03	30.00%
Emergency Planning	69,685.91	21,693.00	39,663.56	36,982.00	(2,681.56)	107.25%
Building Expenses	43,230.76	51,133.00	27,052.82	51,133.00	24,080.18	52.91%
Capital Expenditures						
- Capital Equipment	382,684.45	374,130.00	18,649.62	31,800.00	13,150.38	58.65%
Transfers						
- To Accumulated Revenue	53,473.02	125,618.00	0.00	25,462.00	25,462.00	0.00%
- To Reserves	264,443.19	235,000.00	35,000.00	227,500.00	192,500.00	15.38%
- To Deferred Revenues	50,464.92	46,500.00	0.00	35,000.00	35,000.00	0.00%
Total Expenses	2,860,164.24	2,814,455.00	1,521,146.63	2,459,903.00	938,756.37	61.84%
Balance	0.00	0.00	264,400.31	0.00	(264,400.31)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 06 - Property & Facility Improvement

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	64,289.66	80,000.00	0.00	366,341.00	366,341.00	0.00%
Operating Sales & Fees	67,445.25	64,252.00	58,827.27	65,331.00	6,503.73	90.04%
Transfers						
- From Accumulated Revenue	126,289.81	126,290.00	144,323.58	144,324.00	0.42	100.00%
- From Taxation	282,144.00	282,144.00	282,144.00	282,144.00	0.00	100.00%
- From Reserves	120,668.01	179,010.00	0.00	389,718.00	389,718.00	0.00%
- From Deferred Revenues	32,070.26	32,054.00	32,082.62	0.00	(32,082.62)	0.00%
Total Revenue	692,906.99	763,750.00	517,377.47	1,247,858.00	730,480.53	41.46%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	110,733.46	122,354.00	49,426.23	113,250.00	63,823.77	43.64%
- Supplies & Overhead	232.82	510.00	326.04	510.00	183.96	63.93%
- Services Hired	6,523.08	50,000.00	8,128.05	50,000.00	41,871.95	16.26%
Municipal Property Equipment & Buildings	6,737.62	6,750.00	2,546.60	6,825.00	4,278.40	37.31%
Building Expenses	19,668.22	33,542.00	15,551.05	32,006.00	16,454.95	48.59%
Capital Expenditures						
- Municipal Buildings	43,527.43	31,500.00	28,032.93	145,775.00	117,742.07	19.23%
- Fire Halls	15,761.96	15,000.00	15,370.56	22,000.00	6,629.44	69.87%
- Public Works Buildings	0.00	59,000.00	45,502.33	67,500.00	21,997.67	67.41%
- Waste Management	0.00	0.00	0.00	9,784.00	9,784.00	0.00%
- Recreation - Revenue Facilities	62,678.62	90,200.00	312,697.14	441,300.00	128,602.86	70.86%
- Land Related Expenses	9,682.40	10,000.00	0.00	10,000.00	10,000.00	0.00%
- Recreation - Non-Revenue Facili	2,696.25	7,600.00	(0.20)	0.00	0.20	0.00%
- Library Buildings	6,522.82	0.00	0.00	0.00	0.00	0.00%
- Police Services Buildings	0.00	53,950.00	17,868.84	77,000.00	59,131.16	23.21%
Transfers						
- To Accumulated Revenue	144,323.58	126,290.00	0.00	136,908.00	136,908.00	0.00%
- To Reserves	263,818.73	157,054.00	167,082.62	135,000.00	(32,082.62)	123.76%
Total Expenses	692,906.99	763,750.00	662,532.19	1,247,858.00	585,325.81	53.09%
Balance	0.00	0.00	(145,154.72)	0.00	145,154.72	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 07 - Economic Development

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	496,937.57	164,914.00	0.00	129,074.00	129,074.00	0.00%
Transfers						
- From Accumulated Revenue	80,009.44	80,009.00	81,845.72	81,846.00	0.28	100.00%
- From Taxation	230,248.00	230,248.00	288,583.00	288,583.00	0.00	100.00%
- From Reserves	1,727.55	0.00	0.00	202,090.00	202,090.00	0.00%
Total Revenue	808,922.56	475,171.00	370,428.72	701,593.00	331,164.28	52.80%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	147,538.56	156,300.00	94,695.90	158,613.00	63,917.10	59.70%
- Supplies & Overhead	260,415.24	10,892.00	8,684.56	11,742.00	3,057.44	73.96%
- Services Hired	111,097.57	5,715.00	27,984.00	57,800.00	29,816.00	48.42%
Special Project	457.92	164,914.00	56,326.54	164,914.00	108,587.46	34.16%
Community Improvement Plan - Grants Program	64,227.55	62,500.00	65,669.53	231,250.00	165,580.47	28.40%
Physician Recruitment - Grants Program	3,750.00	0.00	0.00	3,750.00	3,750.00	0.00%
Transfers						
- To Accumulated Revenue	81,845.72	71,100.00	0.00	69,774.00	69,774.00	0.00%
- To Reserves	139,590.00	3,750.00	0.00	3,750.00	3,750.00	0.00%
Total Expenses	808,922.56	475,171.00	253,360.53	701,593.00	448,232.47	36.11%
Balance	0.00	0.00	117,068.19	0.00	(117,068.19)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 08 - Solar Initiatives

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Operating Sales & Fees	151,279.70	155,565.00	108,954.17	153,951.00	44,996.83	70.77%
Transfers						
- From Accumulated Revenue	1,563.78	1,564.00	1,104.43	1,104.00	(0.43)	100.04%
Total Revenue	152,843.48	157,129.00	110,058.60	155,055.00	44,996.40	70.98%
<u>Expenditures</u>						
General Administration						
- Supplies & Overhead	724.65	732.00	539.55	732.00	192.45	73.71%
- Bank Charges	1,425.89	1,426.00	964.57	965.00	0.43	99.96%
Change In Unfinanced	15,377.29	15,377.00	15,838.61	15,839.00	0.39	100.00%
Debt Payment	113,836.90	113,837.00	56,918.45	113,838.00	56,919.55	50.00%
microFIT Installations	1,800.35	1,141.00	1,358.05	1,233.00	(125.05)	110.14%
FIT Installations	11,573.97	9,765.00	9,933.94	10,769.00	835.06	92.25%
Transfers						
- To Accumulated Revenue	1,104.43	1,351.00	0.00	1,104.00	1,104.00	0.00%
- To Reserves	7,000.00	13,500.00	0.00	10,575.00	10,575.00	0.00%
Total Expenses	152,843.48	157,129.00	85,553.17	155,055.00	69,501.83	55.18%
Balance	0.00	0.00	24,505.43	0.00	(24,505.43)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 10 - Fire Services

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	34,328.39	22,896.00	8,800.00	8,800.00	0.00	100.00%
Operating Sales & Fees	184,744.34	218,462.00	24,483.18	189,038.00	164,554.82	12.95%
Transfers						
- From Accumulated Revenue	33,910.46	33,910.00	12,081.62	12,082.00	0.38	100.00%
- From Taxation	1,247,569.00	1,247,569.00	1,312,014.00	1,312,014.00	0.00	100.00%
- From Reserves	364,002.91	388,073.00	0.00	161,845.00	161,845.00	0.00%
- From Deferred Revenues	6,965.00	6,996.00	7,005.66	0.00	(7,005.66)	0.00%
Total Revenue	1,871,520.10	1,917,906.00	1,364,384.46	1,683,779.00	319,394.54	81.03%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	912,521.46	897,044.00	737,354.31	930,890.00	193,535.69	79.21%
- Supplies & Overhead	47,806.88	57,002.00	39,169.45	58,702.00	19,532.55	66.73%
- Services Hired	52,980.30	53,436.00	35,223.40	35,179.00	(44.40)	100.13%
- Sub-Contracts	24,270.00	15,000.00	11,670.00	24,765.00	13,095.00	47.12%
- Bank Charges	1,890.00	1,200.00	336.00	1,200.00	864.00	28.00%
Municipal Property Equipment & Buildings	95,974.76	99,339.00	68,460.39	93,381.00	24,920.61	73.31%
Fuel, Oil, Insurance, Licences	52,707.57	58,200.00	36,431.59	53,760.00	17,328.41	67.77%
Building Expenses	41,858.23	55,700.00	41,190.39	51,550.00	10,359.61	79.90%
Capital Expenditures						
- Capital Equipment	65,935.13	115,348.00	74,655.09	96,070.00	21,414.91	77.71%
- Vehicles	272,829.15	247,445.00	48,714.70	46,000.00	(2,714.70)	105.90%
Transfers						
- To Other Depts	11,700.00	11,700.00	11,700.00	11,700.00	0.00	100.00%
- To Accumulated Revenue	12,081.62	31,996.00	0.00	12,082.00	12,082.00	0.00%
- To Reserves	278,965.00	274,496.00	272,505.66	268,500.00	(4,005.66)	101.49%
Total Expenses	1,871,520.10	1,917,906.00	1,377,410.98	1,683,779.00	306,368.02	81.80%
Balance	0.00	0.00	(13,026.52)	0.00	13,026.52	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 11 - Police

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	32,890.74	30,603.00	12,985.87	28,985.00	15,999.13	44.80%
Operating Sales & Fees	9,049.21	12,500.00	17,559.35	12,500.00	(5,059.35)	140.47%
Transfers						
- From Accumulated Revenue	319,498.88	319,499.00	361,179.19	361,179.00	(0.19)	100.00%
- From Supplemental Taxation	20,223.67	0.00	5,752.79	0.00	(5,752.79)	0.00%
- From Taxation	2,817,414.42	2,820,125.00	2,765,420.48	2,778,798.00	13,377.52	99.52%
Total Revenue	3,199,076.92	3,182,727.00	3,162,897.68	3,181,462.00	18,564.32	99.42%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	1,180.88	7,092.00	0.00	7,138.00	7,138.00	0.00%
- Supplies & Overhead	12,104.82	14,925.00	7,338.85	17,426.00	10,087.15	42.11%
- Services Hired	7,536.24	7,612.00	8,442.36	8,174.00	(268.36)	103.28%
- Sub-Contracts	2,768,140.64	2,817,492.00	2,043,926.49	2,787,496.00	743,569.51	73.32%
Building Expenses	45,118.88	61,564.00	40,059.91	62,422.00	22,362.09	64.18%
Capital Expenditures						
- Capital Equipment	3,816.27	0.00	0.00	0.00	0.00	0.00%
Transfers						
- To Accumulated Revenue	361,179.19	274,042.00	0.00	298,806.00	298,806.00	0.00%
Total Expenses	3,199,076.92	3,182,727.00	2,099,767.61	3,181,462.00	1,081,694.39	66.00%
Balance	0.00	0.00	1,063,130.07	0.00	(1,063,130.07)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 12 - Conservation Authority

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Transfers						
- From Taxation	230,735.00	230,735.00	234,011.00	234,011.00	0.00	100.00%
Total Revenue	230,735.00	230,735.00	234,011.00	234,011.00	0.00	100.00%
<u>Expenditures</u>						
Tax Requisitions - Requisition ORCA Operating	207,628.00	207,628.00	211,558.00	211,558.00	0.00	100.00%
Tax Requisitions - Requisition ORCA Capital	23,107.00	23,107.00	22,453.00	22,453.00	0.00	100.00%
Total Expenses	230,735.00	230,735.00	234,011.00	234,011.00	0.00	100.00%
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 13 - Protective Inspection & Control

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	94,450.43	40,713.00	1,056.55	8,000.00	6,943.45	13.21%
Operating Sales & Fees	620,979.38	585,700.00	720,484.58	626,200.00	(94,284.58)	115.06%
Transfers						
- From Accumulated Revenue	125,932.11	125,932.00	147,649.71	147,650.00	0.29	100.00%
- From Taxation	45,945.00	45,945.00	85,041.00	85,041.00	0.00	100.00%
- From Reserves	0.00	30,150.00	0.00	44,944.00	44,944.00	0.00%
Total Revenue	887,306.92	828,440.00	954,231.84	911,835.00	(42,396.84)	104.65%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	410,320.36	369,323.00	325,730.97	444,934.00	119,203.03	73.21%
- Supplies & Overhead	91,865.17	35,650.00	53,200.56	62,650.00	9,449.44	84.92%
- Services Hired	92,941.81	90,301.00	143,112.90	59,017.00	(84,095.90)	242.49%
- Sub-Contracts	2,755.44	7,000.00	0.00	3,000.00	3,000.00	0.00%
- Bank Charges	0.00	0.00	7,707.64	0.00	(7,707.64)	0.00%
Council	1,661.19	11,736.00	1,175.56	11,750.00	10,574.44	10.00%
Small Animal Control	17,925.63	25,200.00	12,299.79	25,200.00	12,900.21	48.81%
By-Law Enforcement	35,092.86	45,539.00	61,135.67	86,790.00	25,654.33	70.44%
Source Water Protection	17,500.00	17,500.00	8,750.00	17,500.00	8,750.00	50.00%
911 Signage	1,401.32	2,000.00	0.00	0.00	0.00	0.00%
Transfers						
- To Other Depts	50,804.00	50,804.00	53,344.00	53,344.00	0.00	100.00%
- To Accumulated Revenue	147,649.71	125,603.00	0.00	147,650.00	147,650.00	0.00%
- To Reserves	17,389.43	47,784.00	0.00	0.00	0.00	0.00%
Total Expenses	887,306.92	828,440.00	666,457.09	911,835.00	245,377.91	73.09%
Balance	0.00	0.00	287,774.75	0.00	(287,774.75)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 14 - Building Dept Equipment

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Grants - Outside Agencies	8,690.06	15,616.00	0.00	6,790.00	6,790.00	0.00%
Mitsubishi PHEV BD-01	9,000.00	9,000.00	9,000.00	9,000.00	0.00	100.00%
Chev 1/2 Ton BD16-02	9,000.00	9,000.00	9,000.00	9,000.00	0.00	100.00%
Sale of Equipment	5,000.00	5,000.00	0.00	0.00	0.00	0.00%
Transfers						
- From Reserves	1,197.10	3,904.00	0.00	35,000.00	35,000.00	0.00%
Total Revenue	32,887.16	42,520.00	18,000.00	59,790.00	41,790.00	30.11%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	426.10	0.00	619.89	500.00	(119.89)	123.98%
Mitsubishi PHEV BD-01	2,555.27	1,000.00	0.00	500.00	500.00	0.00%
Chev 1/2 Ton BD16-02	353.58	1,000.00	807.42	1,000.00	192.58	80.74%
Small Tools & Supplies	58.74	500.00	96.67	500.00	403.33	19.33%
Equipment Rental	4,838.28	14,520.00	9,676.56	8,487.00	(1,189.56)	114.02%
Fuel, Oil, Insurance, Licences	3,255.23	5,000.00	4,499.93	5,330.00	830.07	84.43%
Capital Expenditures						
- Vehicles	5,985.52	5,000.00	28,859.14	35,000.00	6,140.86	82.45%
Transfers						
- To Reserves	15,414.44	15,500.00	0.00	8,473.00	8,473.00	0.00%
Total Expenses	32,887.16	42,520.00	44,559.61	59,790.00	15,230.39	74.53%
Balance	0.00	0.00	(26,559.61)	0.00	26,559.61	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 20 - Roadways

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	370,104.42	359,702.00	0.00	35,000.00	35,000.00	0.00%
Grants - Outside Agencies	96,950.81	40,000.00	48,006.49	50,000.00	1,993.51	96.01%
Operating Sales & Fees	81,270.73	115,991.00	37,487.84	36,700.00	(787.84)	102.15%
Transfers						
- From Other Departments	186,082.00	191,602.00	164,524.00	194,524.00	30,000.00	84.58%
- From Accumulated Revenue	117,324.36	117,324.00	64,266.92	64,267.00	0.08	100.00%
- From Taxation	1,979,522.00	1,979,522.00	1,979,522.00	1,979,522.00	0.00	100.00%
- From Reserves	381,074.13	563,513.00	0.00	104,901.00	104,901.00	0.00%
- From Deferred Revenues	728,279.92	861,718.00	0.00	585,964.00	585,964.00	0.00%
Total Revenue	3,940,608.37	4,229,372.00	2,293,807.25	3,050,878.00	757,070.75	75.19%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	865,546.14	815,198.00	575,401.65	824,079.00	248,677.35	69.82%
- Supplies & Overhead	105,532.47	109,761.00	90,766.64	111,161.00	20,394.36	81.65%
- Services Hired	84,209.09	84,175.00	95,706.09	103,877.00	8,170.91	92.13%
Municipal Property Equipment & Buildings	3,257.36	5,000.00	2,371.41	5,000.00	2,628.59	47.43%
Bridges & Culverts	132,642.00	91,000.00	45,392.38	93,000.00	47,607.62	48.81%
Grass Mowing & Weed Spray	27,528.62	25,250.00	26,425.20	26,270.00	(155.20)	100.59%
Brushing & Tree Trimming	88,991.50	98,500.00	87,350.11	98,500.00	11,149.89	88.68%
Roadside Debris & Litter Pickup	726.14	2,150.00	343.91	2,150.00	1,806.09	16.00%
Ditching	64,750.66	87,650.00	48,389.47	87,650.00	39,260.53	55.21%
Non-Regulatory Signage	0.00	0.00	2,487.55	2,000.00	(487.55)	124.38%
Sidewalk Maintenance	2,903.81	37,674.00	9,470.42	36,500.00	27,029.58	25.95%
Traffic Safety	59,182.66	41,000.00	35,635.61	46,500.00	10,864.39	76.64%
Patch & Spray Patch	122,144.57	98,000.00	78,233.09	125,000.00	46,766.91	62.59%
Sweeping & Clean Up	110,122.97	106,000.00	109,167.66	110,000.00	832.34	99.24%
Shoulder Maintenance	67,820.90	57,600.00	16,107.37	66,600.00	50,492.63	24.19%
Hard Top Resurfacing	548,524.83	592,100.00	474,141.06	558,000.00	83,858.94	84.97%
Grading	3,257.42	38,400.00	1,958.21	6,000.00	4,041.79	32.64%
Dust Layer	3,590.39	4,500.00	1,578.16	5,500.00	3,921.84	28.69%
Resurfacing	24,246.92	23,500.00	11,297.52	23,500.00	12,202.48	48.07%

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
Building Expenses	49,875.32	63,210.00	36,907.24	60,710.00	23,802.76	60.79%
Capital Expenditures						
- Project #4 - Bridgenorth - MicroSurface	59,336.54	91,563.00	0.00	118,441.00	118,441.00	0.00%
- Project #5 - Ennismore CIP	0.00	0.00	0.00	25,000.00	25,000.00	0.00%
- Project #7 - Y.P. - Warranty close out	934,561.56	985,768.00	3,740.95	3,663.00	(77.95)	102.13%
- Project #8 - Tindle Bay	0.00	230,982.00	0.00	230,982.00	230,982.00	0.00%
- Project # 9 - 15th Line	109,076.18	176,000.00	48,660.14	91,080.00	42,419.86	53.43%
- Project # 10 - Water Street	27,162.55	60,629.00	82,908.12	44,903.00	(38,005.12)	184.64%
- Sidewalk Construction	35,321.39	32,100.00	81.41	23,379.00	23,297.59	0.35%
Transfers						
- To Accumulated Revenue	64,266.92	90,411.00	0.00	121,433.00	121,433.00	0.00%
- To Reserves	175,000.00	0.00	0.00	0.00	0.00	0.00%
Total Expenses	3,940,608.37	4,229,372.00	1,884,521.37	3,050,878.00	1,166,356.63	61.77%
Balance	0.00	0.00	409,285.88	0.00	(409,285.88)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 21 - Winter Control

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Transfers						
- From Other Departments	10,600.00	10,600.00	10,600.00	10,600.00	0.00	100.00%
- From Accumulated Revenue	(14,627.59)	(14,628.00)	0.00	0.00	0.00	0.00%
- From Taxation	671,726.00	671,726.00	671,726.00	671,726.00	0.00	100.00%
Total Revenue	667,698.41	667,698.00	682,326.00	682,326.00	0.00	100.00%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	38,210.26	43,250.00	23,728.17	39,000.00	15,271.83	60.84%
Snow Plowing & Removal	145,601.62	133,000.00	89,980.06	138,000.00	48,019.94	65.20%
Sanding & Salting	225,319.11	294,916.00	61,751.00	299,550.00	237,799.00	20.61%
Winter Operations - Misc.	9,978.64	10,600.00	9,353.42	10,600.00	1,246.58	88.24%
Winter Operations - Sidewalks	33,407.29	24,330.00	15,681.14	30,652.00	14,970.86	51.16%
Transfers						
- To Other Depts	161,602.00	161,602.00	164,524.00	164,524.00	0.00	100.00%
- To Reserves	53,579.49	0.00	0.00	0.00	0.00	0.00%
Total Expenses	667,698.41	667,698.00	365,017.79	682,326.00	317,308.21	53.50%
Balance	0.00	0.00	317,308.21	0.00	(317,308.21)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 22 - Public Works Equipment

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	220,100.85	228,261.00	0.00	250,000.00	250,000.00	0.00%
Generated by P.W Equipment	591,580.88	590,700.00	412,579.50	572,600.00	160,020.50	72.05%
Sale of Equipment	0.00	20,000.00	16,349.15	0.00	(16,349.15)	0.00%
Transfers						
- From Reserves	169,752.98	305,000.00	0.00	111,923.00	111,923.00	0.00%
- From Deferred Revenues	1,693.60	1,693.00	1,694.26	0.00	(1,694.26)	0.00%
Total Revenue	983,128.31	1,145,654.00	430,622.91	934,523.00	503,900.09	46.08%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	26,728.97	0.00	57,862.16	0.00	(57,862.16)	0.00%
Equipment Maintenance	129,560.44	178,100.00	51,929.74	194,900.00	142,970.26	26.64%
Small Tools & Supplies	725.61	5,000.00	3,822.58	5,000.00	1,177.42	76.45%
Fuel, Oil, Insurance, Licences	259,591.12	282,293.00	237,941.83	298,673.00	60,731.17	79.67%
Capital Expenditures						
- Vehicles	169,752.98	305,000.00	112,720.69	111,923.00	(797.69)	100.71%
Transfers						
- To Reserves	396,769.19	375,261.00	1,694.26	324,027.00	322,332.74	0.52%
Total Expenses	983,128.31	1,145,654.00	465,971.26	934,523.00	468,551.74	49.86%
Balance	0.00	0.00	(35,348.35)	0.00	35,348.35	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 23 - Street Lighting

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	138,600.00	198,000.00	0.00	59,400.00	59,400.00	0.00%
Operating Sales & Fees	0.00	0.00	1,823.25	0.00	(1,823.25)	0.00%
Transfers						
- From Accumulated Revenue	29,065.33	29,065.00	20,850.78	20,851.00	0.22	100.00%
- From Taxation	105,058.00	105,058.00	105,058.00	105,058.00	0.00	100.00%
- From Reserves	0.00	0.00	0.00	138,600.00	138,600.00	0.00%
Total Revenue	272,723.33	332,123.00	127,732.03	323,909.00	196,176.97	39.43%
<u>Expenditures</u>						
General Administration						
- Bank Charges	2,372.73	2,373.00	1,203.90	1,204.00	0.10	99.99%
Municipal Property Equipment & Buildings	312.40	312.00	312.40	312.00	(0.40)	100.13%
Change In Unfinanced	38,961.16	38,961.00	40,129.99	40,130.00	0.01	100.00%
Streetlights Lakefield	23,069.26	40,000.00	21,399.95	30,000.00	8,600.05	71.33%
Streetlights Rural	18,557.00	15,500.00	8,028.59	15,500.00	7,471.41	51.80%
Capital Expenditures						
- Capital Equipment	0.00	198,000.00	174,423.82	198,000.00	23,576.18	88.09%
Transfers						
- To Accumulated Revenue	20,850.78	36,977.00	0.00	38,763.00	38,763.00	0.00%
- To Reserves	168,600.00	0.00	0.00	0.00	0.00	0.00%
Total Expenses	272,723.33	332,123.00	245,498.65	323,909.00	78,410.35	75.79%
Balance	0.00	0.00	(117,766.62)	0.00	117,766.62	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 24 - Gravel Pits

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Transfers						
- From Other Departments	145,030.09	163,200.00	0.00	176,700.00	176,700.00	0.00%
Total Revenue	145,030.09	163,200.00	0.00	176,700.00	176,700.00	0.00%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	4,144.45	8,000.00	562.53	8,000.00	7,437.47	7.03%
- Supplies & Overhead	3,935.14	10,500.00	0.00	10,500.00	10,500.00	0.00%
- Services Hired	839.52	2,000.00	814.08	2,000.00	1,185.92	40.70%
- Sub-Contracts	96,163.20	105,000.00	0.00	115,000.00	115,000.00	0.00%
Municipal Property Equipment & Buildings	15,467.78	7,700.00	0.00	11,200.00	11,200.00	0.00%
Transfers						
- To Other Depts	24,480.00	30,000.00	0.00	30,000.00	30,000.00	0.00%
Total Expenses	145,030.09	163,200.00	1,376.61	176,700.00	175,323.39	0.78%
Balance	0.00	0.00	(1,376.61)	0.00	1,376.61	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 25 - Community Transportation

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	18,249.73	235,256.00	0.00	252,120.00	252,120.00	0.00%
Grants - Outside Agencies	23,108.01	23,191.00	0.00	14,260.00	14,260.00	0.00%
Operating Sales & Fees	0.00	52,000.00	200.00	52,000.00	51,800.00	0.38%
Transfers						
- From Reserves	413.16	0.00	0.00	0.00	0.00	0.00%
Total Revenue	41,770.90	310,447.00	200.00	318,380.00	318,180.00	0.06%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	29,202.94	31,779.00	20,028.11	35,185.00	15,156.89	56.92%
- Supplies & Overhead	12,567.96	22,600.00	6,888.70	16,750.00	9,861.30	41.13%
- Services Hired	0.00	4,500.00	0.00	4,500.00	4,500.00	0.00%
- Sub-Contracts	0.00	251,568.00	0.00	256,464.00	256,464.00	0.00%
Transfers						
- To Reserves	0.00	0.00	0.00	5,481.00	5,481.00	0.00%
Total Expenses	41,770.90	310,447.00	26,916.81	318,380.00	291,463.19	8.45%
Balance	0.00	0.00	(26,716.81)	0.00	26,716.81	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 30 - Lakefield Sewer

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	23,317.03	23,229.00	0.00	0.00	0.00	0.00%
Interest Receipts	4,954.00	12,806.00	0.00	6,824.00	6,824.00	0.00%
Operating Sales & Fees	1,035,126.71	968,757.00	781,404.79	987,421.00	206,016.21	79.14%
Transfers						
- From Accumulated Revenue	63,890.98	63,891.00	67,364.20	67,364.00	(0.20)	100.00%
- From Reserves	75,571.89	66,988.00	0.00	934,952.00	934,952.00	0.00%
Total Revenue	1,202,860.61	1,135,671.00	848,768.99	1,996,561.00	1,147,792.01	42.51%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	60,523.88	66,451.00	41,195.39	59,250.00	18,054.61	69.53%
- Supplies & Overhead	23,844.27	26,172.00	18,461.45	26,827.00	8,365.55	68.82%
- Services Hired	38,508.05	43,106.00	12,674.72	17,675.00	5,000.28	71.71%
Municipal Property Equipment & Buildings	20,142.30	18,381.00	630.91	20,629.00	19,998.09	3.06%
Sewer - General - Consulting Fees	9,126.70	7,500.00	4,930.22	9,300.00	4,369.78	53.01%
Sewer - General - PUS Operating Agreement	412,381.17	412,394.00	281,991.61	424,766.00	142,774.39	66.39%
Main Sewage Pumping Station - Equipment Maintenance	1,198.55	7,500.00	867.50	5,000.00	4,132.50	17.35%
Main Sewage Pumping Station - Hydro	(7,507.72)	(5,500.00)	0.00	(5,000.00)	(5,000.00)	0.00%
Pumping Stations - Equipment Maintenance	5,400.72	5,000.00	2,055.55	5,000.00	2,944.45	41.11%
Pumping Stations - Hydro	(1,656.20)	(1,000.00)	0.00	(1,000.00)	(1,000.00)	0.00%
Lagoon - Salaries & Wages	1,168.16	4,000.00	101.36	2,000.00	1,898.64	5.07%
Lagoon - Materials/Supplies	45.09	5,000.00	0.00	0.00	0.00	0.00%
Lagoon - Equipment Maintenance	9,301.14	17,500.00	1,093.59	12,000.00	10,906.41	9.11%
Lagoon - Hydro	(13,718.60)	(12,000.00)	0.00	(12,000.00)	(12,000.00)	0.00%
Sewer Mains & Connections - Salaries & Wages	0.00	2,500.00	0.00	1,000.00	1,000.00	0.00%
Sewer Mains & Connections - Sub-Contract	36,308.56	20,000.00	14,568.77	25,000.00	10,431.23	58.28%
Sewer Mains & Connections - Equipment Rental	0.00	2,000.00	140.00	1,000.00	860.00	14.00%
Capital Expenditures						
Main Sewage Pumping Station - Sub-Contract	0.00	6,815.00	12,323.34	159,448.00	147,124.66	7.73%
Main Sewage Pumping Station - Engineering/Consulting	0.00	0.00	297.39	0.00	(297.39)	0.00%
Pumping Stations - Sub-Contract	22,530.18	31,176.00	54,943.27	55,984.00	1,040.73	98.14%
Pumping Stations - Engineering/Consulting	1,755.36	0.00	0.00	0.00	0.00	0.00%

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
Sewer Mains & Connections - Sub-Contract	26,319.78	11,234.00	499,244.54	666,922.00	167,677.46	74.86%
Sewer Mains & Connections - Engineering/Consulting	28,173.52	17,763.00	69,591.73	52,598.00	(16,993.73)	132.31%
Transfers						
- To Other Depts	21,697.50	21,698.00	22,023.00	22,023.00	0.00	100.00%
- To Accumulated Revenue	67,364.20	65,175.00	0.00	68,139.00	68,139.00	0.00%
- To Reserves	439,954.00	362,806.00	0.00	380,000.00	380,000.00	0.00%
Total Expenses	1,202,860.61	1,135,671.00	1,037,134.34	1,996,561.00	959,426.66	51.95%
Balance	0.00	0.00	(188,365.35)	0.00	188,365.35	0.00%

The Corporation of the Township of Selwyn

For the Period Ending 09/30/2021

Department 31 - Lakefield Water

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	24,001.37	24,177.00	0.00	0.00	0.00	0.00%
Interest Receipts	22,514.00	56,923.00	0.00	60,426.00	60,426.00	0.00%
Operating Sales & Fees	1,381,638.64	1,284,922.00	891,192.07	1,055,187.00	163,994.93	84.46%
Transfers						
- From Accumulated Revenue	112,400.53	112,401.00	95,100.41	95,100.00	(0.41)	100.00%
- From Reserves	43,177.71	67,397.00	0.00	636,889.00	636,889.00	0.00%
Total Revenue	1,583,732.25	1,545,820.00	986,292.48	1,847,602.00	861,309.52	53.38%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	56,565.77	57,521.00	41,557.02	59,750.00	18,192.98	69.55%
- Supplies & Overhead	25,063.63	27,699.00	19,221.42	28,373.00	9,151.58	67.75%
- Services Hired	44,328.39	48,722.00	23,771.64	44,904.00	21,132.36	52.94%
Municipal Property Equipment & Buildings	10,115.73	11,039.00	738.78	10,350.00	9,611.22	7.14%
Water Expenses - General - Consulting Fees	9,971.48	8,000.00	5,544.61	10,100.00	4,555.39	54.90%
Water Expenses - General - PUS Operating Agreement	430,509.06	432,611.00	294,002.93	445,589.00	151,586.07	65.98%
Water Expenses - General - Excess Flows	(7,729.48)	0.00	0.00	0.00	0.00	0.00%
Water Treatment Plant - Equipment Maintenance	6,167.21	30,500.00	1,113.19	10,000.00	8,886.81	11.13%
Water Treatment Plant - Hydro	(25,494.28)	(24,000.00)	0.00	(24,000.00)	(24,000.00)	0.00%
Water Booster Station - Equipment Maintenance	0.00	1,500.00	0.00	0.00	0.00	0.00%
Water Booster Station - Hydro	(149.74)	(400.00)	0.00	(250.00)	(250.00)	0.00%
Water Tower/Standpipe - Equipment Maintenance	0.00	5,000.00	0.00	10,000.00	10,000.00	0.00%
Water Tower/Standpipe - Hydro	(2,491.07)	(2,250.00)	0.00	2,250.00	2,250.00	0.00%
Watermains & Connections - Sub-Contract	1,489.93	12,500.00	815.35	2,500.00	1,684.65	32.61%
Watermain Breaks - Sub-Contract	13,985.60	40,000.00	25,108.75	30,000.00	4,891.25	83.70%
Water Meters - Sub-Contract	13,910.60	4,500.00	1,002.28	5,000.00	3,997.72	20.05%
Water Hydrants - Sub-Contract	0.00	5,000.00	0.00	5,000.00	5,000.00	0.00%
Capital Expenditures						
Water Treatment Plant - Sub-Contract	43,177.51	34,566.00	137,571.90	280,385.00	142,813.10	49.07%
Water Treatment Plant - Engineering/Consulting	0.00	0.00	5,537.29	2,500.00	(3,037.29)	221.49%
Water Tower/Standpipe - Sub-Contract	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
Water Tower/Standpipe - Engineering/Consulting	0.00	10,000.00	0.00	14,572.00	14,572.00	0.00%

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
Watermains & Connections - Sub-Contract	0.00	13,475.00	0.00	275,036.00	275,036.00	0.00%
Watermains & Connections - Engineering/Consulting	0.00	9,356.00	0.00	24,500.00	24,500.00	0.00%
Transfers						
- To Other Depts	21,697.50	21,698.00	22,023.00	22,023.00	0.00	100.00%
- To Accumulated Revenue	95,100.41	100,000.00	0.00	93,756.00	93,756.00	0.00%
- To Reserves	847,514.00	698,783.00	0.00	475,000.00	475,000.00	0.00%
Total Expenses	1,583,732.25	1,545,820.00	578,008.16	1,832,338.00	1,254,329.84	31.54%
Balance	0.00	0.00	408,284.32	15,264.00	(393,020.32)	2674.82%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 32 - Woodland Acres Water & Sewer

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	5,088.00	5,000.00	0.00	0.00	0.00	0.00%
Transfers						
- From Accumulated Revenue	92,057.58	92,058.00	86,680.49	86,680.00	(0.49)	100.00%
- From Taxation	544,390.12	544,796.00	545,087.40	545,933.00	845.60	99.85%
- From Reserves	10,850.20	20,273.00	0.00	149,061.00	149,061.00	0.00%
Total Revenue	652,385.90	662,127.00	631,767.89	781,674.00	149,906.11	80.82%
<u>Expenditures</u>						
General Administration						
- Supplies & Overhead	18.01	0.00	27.02	0.00	(27.02)	0.00%
- Services Hired	8,343.00	8,343.00	9,400.32	9,400.00	(0.32)	100.00%
- Sub-Contracts	0.00	0.00	5,298.76	10,000.00	4,701.24	52.99%
Change In Unfinanced	132,224.82	132,225.00	139,959.97	139,960.00	0.03	100.00%
Woodland Sewer Expenses - Product Purchases	90,724.64	90,000.00	64,096.55	90,000.00	25,903.45	71.22%
Woodland Sewer Expenses - Consulting Fees	2,544.00	2,500.00	0.00	0.00	0.00	0.00%
Woodland Sewer Expenses - PUS Operating Agreement	20,453.06	22,453.00	14,020.40	23,067.00	9,046.60	60.78%
Woodland Sewer Mains, Sub-Contract	0.00	0.00	4,483.41	5,000.00	516.59	89.67%
Woodland Water Expenses - Product Purchases	90,760.51	96,000.00	62,359.92	96,000.00	33,640.08	64.96%
Woodland Water Expenses - Audit Fees	983.68	1,900.00	0.00	1,900.00	1,900.00	0.00%
Woodland Water Expenses - Consulting Fees	2,544.00	2,500.00	0.00	0.00	0.00	0.00%
Woodland Water Expenses - PUS Operating Agreement	20,452.98	22,453.00	14,020.34	23,067.00	9,046.66	60.78%
Woodland Water Expenses - Hydro	8,215.69	10,771.00	7,396.00	11,094.00	3,698.00	66.67%
Woodland Water Expenses - Taxes/Easements/PILs	540.89	625.00	0.00	575.00	575.00	0.00%
Woodland - Watermains, Sub-Contract	0.00	0.00	815.35	5,000.00	4,184.65	16.31%
Capital Expenditures						
Woodland Sewer Expenses - Interest Expense	4,515.09	4,516.00	2,321.40	2,322.00	0.60	99.97%
Woodland Sewer Mains - Sub-Contract	11,856.60	8,426.00	0.00	19,673.00	19,673.00	0.00%
Woodland Water Expenses - Interest Expense	11,405.54	11,407.00	5,864.08	5,866.00	1.92	99.97%
Woodland - Booster Station - Sub-Contract	122.90	0.00	23,038.67	119,039.00	96,000.33	19.35%
Woodland - Booster Station - Engineering/Consulting	0.00	0.00	949.67	0.00	(949.67)	0.00%
Woodland - Watermains - Sub-Contract	0.00	11,847.00	0.00	10,349.00	10,349.00	0.00%

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
Transfers						
- To Accumulated Revenue	86,680.49	64,389.00	0.00	56,499.00	56,499.00	0.00%
- To Reserves	160,000.00	171,772.00	0.00	162,863.00	162,863.00	0.00%
Total Expenses	652,385.90	662,127.00	348,753.10	781,674.00	432,920.90	44.62%
Balance	0.00	0.00	283,014.79	0.00	(283,014.79)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 33 - Waste Management

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	38,618.41	26,325.00	5,991.37	0.00	(5,991.37)	0.00%
Grants - Outside Agencies	0.00	1,515.00	0.00	0.00	0.00	0.00%
Operating Sales & Fees	421,736.57	399,215.00	322,003.86	413,203.00	91,199.14	77.93%
Transfers						
- From Accumulated Revenue	145,738.56	145,739.00	147,906.89	147,907.00	0.11	100.00%
- From Taxation	433,978.00	433,978.00	433,978.00	433,978.00	0.00	100.00%
Total Revenue	1,040,071.54	1,006,772.00	909,880.12	995,088.00	85,207.88	91.44%
<u>Expenditures</u>						
General Administration						
- Supplies & Overhead	63.90	0.00	0.00	0.00	0.00	0.00%
Waste Collection	328,536.90	328,243.00	223,155.94	335,668.00	112,512.06	66.48%
Waste Managment - Salaries & Benefits	284,239.92	255,305.00	209,070.87	259,134.00	50,063.13	80.68%
Waste Management - Supplies & Overhead	16,462.58	15,900.00	10,268.90	16,600.00	6,331.10	61.86%
Waste Management - Services Hired	62,958.29	75,183.00	28,281.12	47,573.00	19,291.88	59.45%
Waste Management Property Equipment & Buildings	99,221.45	111,856.00	75,065.31	103,500.00	28,434.69	72.53%
Waste Management Sub-Contract	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
Waste Diversion - Materials/Supplies	4,247.47	8,500.00	3,119.05	6,500.00	3,380.95	47.99%
Waste Diversion - Sub-Contract	6,746.60	5,500.00	5,261.12	7,000.00	1,738.88	75.16%
Waste Diversion - Construction Materials	89,687.54	80,000.00	52,408.39	97,200.00	44,791.61	53.92%
Transfers						
- To Accumulated Revenue	147,906.89	126,285.00	0.00	111,913.00	111,913.00	0.00%
Total Expenses	1,040,071.54	1,006,772.00	606,630.70	995,088.00	388,457.30	60.96%
Balance	0.00	0.00	303,249.42	0.00	(303,249.42)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 34 - Stormwater Management

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	73,874.10	198,351.00	0.00	245,965.00	245,965.00	0.00%
Federal Grants	0.00	0.00	0.00	7,000.00	7,000.00	0.00%
Operating Sales & Fees	1,108.12	0.00	0.00	0.00	0.00	0.00%
Transfers						
- From Accumulated Revenue	0.00	0.00	9,905.84	9,906.00	0.16	100.00%
- From Taxation	62,168.00	62,168.00	62,168.00	62,168.00	0.00	100.00%
- From Reserves	18,591.46	80,000.00	0.00	0.00	0.00	0.00%
- From Deferred Revenues	0.00	18,592.00	0.00	0.00	0.00	0.00%
Total Revenue	155,741.68	359,111.00	72,073.84	325,039.00	252,965.16	22.17%
<u>Expenditures</u>						
Storm Water Collection	3,679.46	33,600.00	8,650.14	27,100.00	18,449.86	31.92%
Storm Water Ponds	5,384.75	0.00	406.48	3,060.00	2,653.52	13.28%
Capital Expenditures						
- System Wide Assessment	73,874.10	198,351.00	76,470.47	122,265.00	45,794.53	62.54%
- Collection - General	12,972.57	32,306.00	0.00	20,000.00	20,000.00	0.00%
- McConnell Drive	8,954.88	80,000.00	41,667.58	123,700.00	82,032.42	33.68%
- Storm Water Ponds	970.08	14,854.00	0.00	0.00	0.00	0.00%
Transfers						
- To Accumulated Revenue	9,905.84	0.00	0.00	28,914.00	28,914.00	0.00%
- To Reserves	40,000.00	0.00	0.00	0.00	0.00	0.00%
Total Expenses	155,741.68	359,111.00	127,194.67	325,039.00	197,844.33	39.13%
Balance	0.00	0.00	(55,120.83)	0.00	55,120.83	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 40 - Parks, Sports Fields & Trails

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	106,866.45	45,660.00	0.00	0.00	0.00	0.00%
Federal Grants	7,522.00	1,960.00	0.00	0.00	0.00	0.00%
Operating Sales & Fees	142,513.26	219,220.00	149,768.51	184,970.00	35,201.49	80.97%
Transfers						
- From Accumulated Revenue	106,941.18	106,941.00	116,259.98	116,260.00	0.02	100.00%
- From Taxation	460,899.00	460,899.00	460,899.00	460,899.00	0.00	100.00%
- From Reserves	4,477.95	6,800.00	0.00	53,000.00	53,000.00	0.00%
- From Deferred Revenues	9,923.89	4,000.00	0.00	0.00	0.00	0.00%
Total Revenue	839,143.73	845,480.00	726,927.49	815,129.00	88,201.51	89.18%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	425,279.59	381,138.00	334,089.76	376,199.00	42,109.24	88.81%
- Supplies & Overhead	57,891.15	56,900.00	51,118.22	53,150.00	2,031.78	96.18%
- Services Hired	67,425.87	67,413.00	56,887.12	55,409.00	(1,478.12)	102.67%
Municipal Property Equipment & Buildings	647.76	2,100.00	799.70	1,000.00	200.30	79.97%
Sportsfields	6,459.97	14,000.00	5,595.37	9,500.00	3,904.63	58.90%
Park Spaces	26,117.32	27,800.00	28,484.67	30,800.00	2,315.33	92.48%
Campground	8,214.94	9,750.00	11,000.66	9,750.00	(1,250.66)	112.83%
Marina	64,796.39	79,537.00	55,800.17	72,322.00	16,521.83	77.16%
Marshland Centre	11,078.27	18,862.00	8,235.15	13,960.00	5,724.85	58.99%
Scout Building	1,535.62	6,852.00	4,480.82	3,800.00	(680.82)	117.92%
Bridgenorth Community Hall	11,707.20	19,716.00	7,423.37	15,391.00	7,967.63	48.23%
Marina	4,477.95	6,800.00	12,203.40	23,000.00	10,796.60	53.06%
Sports Fields	0.00	14,000.00	8,321.82	14,000.00	5,678.18	59.44%
Park Spaces	12,251.72	11,500.00	890.09	0.00	(890.09)	0.00%
Transfers						
- To Accumulated Revenue	116,259.98	104,112.00	0.00	111,848.00	111,848.00	0.00%
- To Reserves	15,000.00	15,000.00	15,000.00	15,000.00	0.00	100.00%
- To Deferred Revenues	10,000.00	10,000.00	10,000.00	10,000.00	0.00	100.00%
Total Expenses	839,143.73	845,480.00	610,330.32	815,129.00	204,798.68	74.88%
Balance	0.00	0.00	116,597.17	0.00	(116,597.17)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 41 - Festivals

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Program & Event Receipts	15,187.17	42,245.00	13,840.90	44,345.00	30,504.10	31.21%
Transfers - From Reserves	52,994.29	52,995.00	53,176.70	53,178.00	1.30	100.00%
Total Revenue	68,181.46	95,240.00	67,017.60	97,523.00	30,505.40	68.72%
<u>Expenditures</u>						
General Administration - Program Expenses	15,004.76	43,012.00	11,868.30	40,660.00	28,791.70	29.19%
Transfers - To Reserves	53,176.70	52,228.00	0.00	56,863.00	56,863.00	0.00%
Total Expenses	68,181.46	95,240.00	11,868.30	97,523.00	85,654.70	12.17%
Balance	0.00	0.00	55,149.30	0.00	(55,149.30)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 42 - Lakefield Smith Community Centr

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	86,208.89	76,724.00	175,112.00	175,112.00	0.00	100.00%
Operating Sales & Fees	164,050.45	270,200.00	36,751.90	221,600.00	184,848.10	16.58%
Transfers						
- From Accumulated Revenue	(36,724.25)	(36,724.00)	(115,112.26)	(115,112.00)	0.26	100.00%
- From Taxation	56,083.00	56,083.00	59,222.00	59,222.00	0.00	100.00%
- From Reserves	0.00	27,875.00	0.00	54,221.00	54,221.00	0.00%
Total Revenue	269,618.09	394,158.00	155,973.64	395,043.00	239,069.36	39.48%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	167,169.73	189,800.00	88,983.36	170,930.00	81,946.64	52.06%
- Supplies & Overhead	28,725.78	31,717.00	28,597.44	33,469.00	4,871.56	85.44%
LSCC Olympia Maintenance	3,442.65	5,000.00	578.12	5,000.00	4,421.88	11.56%
Ice Plant Maintenance	6,742.19	12,000.00	5,579.61	12,250.00	6,670.39	45.55%
Fuel, Oil, Insurance, Licences	3,495.99	3,000.00	1,754.03	3,000.00	1,245.97	58.47%
Building Expenses	115,669.37	102,641.00	48,793.87	100,394.00	51,600.13	48.60%
Capital Expenditures						
- Equipment	49,484.64	40,000.00	0.00	60,000.00	60,000.00	0.00%
Transfers						
- To Accumulated Revenue	(115,112.26)	0.00	0.00	0.00	0.00	0.00%
- To Reserves	10,000.00	10,000.00	10,000.00	10,000.00	0.00	100.00%
Total Expenses	269,618.09	394,158.00	184,286.43	395,043.00	210,756.57	46.65%
Balance	0.00	0.00	(28,312.79)	0.00	28,312.79	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 43 - Ennismore Arena

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	111,678.26	116,883.00	69,372.28	69,372.00	(0.28)	100.00%
Operating Sales & Fees	244,989.19	344,917.00	36,960.91	245,579.00	208,618.09	15.05%
Transfers						
- From Accumulated Revenue	(81,883.26)	(81,883.00)	(69,372.28)	(69,372.00)	0.28	100.00%
- From Taxation	72,780.00	72,780.00	77,193.00	77,193.00	0.00	100.00%
- From Reserves	4,100.00	48,634.00	0.00	91,372.00	91,372.00	0.00%
Total Revenue	351,664.19	501,331.00	114,153.91	414,144.00	299,990.09	27.56%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	198,333.89	243,245.00	78,126.84	205,245.00	127,118.16	38.07%
- Supplies & Overhead	46,916.39	61,774.00	37,987.98	50,385.00	12,397.02	75.40%
Ennismore Olympia Maintenance	2,641.87	4,500.00	524.80	4,500.00	3,975.20	11.66%
Ice Plant Maintenance	12,134.09	10,000.00	6,815.90	10,000.00	3,184.10	68.16%
Fuel, Oil, Insurance, Licences	6,806.93	4,200.00	0.00	4,200.00	4,200.00	0.00%
Building Expenses	110,308.30	132,612.00	55,720.75	129,814.00	74,093.25	42.92%
Capital Expenditures						
- Equipment	33,895.00	35,000.00	0.00	0.00	0.00	0.00%
Transfers						
- To Accumulated Revenue	(69,372.28)	0.00	0.00	0.00	0.00	0.00%
- To Reserves	10,000.00	10,000.00	10,000.00	10,000.00	0.00	100.00%
Total Expenses	351,664.19	501,331.00	189,176.27	414,144.00	224,967.73	45.68%
Balance	0.00	0.00	(75,022.36)	0.00	75,022.36	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 44 - Library Services

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Provincial Grants	74,757.27	42,577.00	62,600.00	112,611.00	50,011.00	55.59%
Federal Grants	0.00	1,960.00	0.00	1,960.00	1,960.00	0.00%
Grants - Outside Agencies	6,000.00	0.00	0.00	5,000.00	5,000.00	0.00%
Operating Sales & Fees	19,763.13	53,642.00	20,905.79	43,042.00	22,136.21	48.57%
Transfers						
- From Accumulated Revenue	97,080.74	97,081.00	136,162.30	136,162.00	(0.30)	100.00%
- From Taxation	489,238.00	489,238.00	494,795.00	494,795.00	0.00	100.00%
- From Reserves	5,872.56	45,165.00	0.00	50,266.00	50,266.00	0.00%
- From Deferred Revenues	20,362.82	20,389.00	20,015.71	19,000.00	(1,015.71)	105.35%
Total Revenue	713,074.52	750,052.00	734,478.80	862,836.00	128,357.20	85.12%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	384,303.47	386,161.00	287,492.52	391,718.00	104,225.48	73.39%
- Supplies & Overhead	43,287.23	73,050.00	37,793.11	69,200.00	31,406.89	54.61%
- Books, Audio, CD etc	63,736.02	83,000.00	71,406.86	109,053.00	37,646.14	65.48%
- Services Hired	9,391.14	9,391.00	10,507.32	9,500.00	(1,007.32)	110.60%
- Bank Charges	0.00	0.00	101.04	0.00	(101.04)	0.00%
Municipal Property Equipment & Buildings	9,450.78	8,000.00	6,226.19	9,000.00	2,773.81	69.18%
Special Project	2,053.85	0.00	0.00	0.00	0.00	0.00%
Building Expenses	34,789.49	46,815.00	25,226.90	48,665.00	23,438.10	51.84%
Capital Expenditures						
- Capital Equipment	7,556.61	45,807.00	4,151.86	103,190.00	99,038.14	4.02%
- Capital Equipment	3,052.79	4,737.00	8,029.24	19,600.00	11,570.76	40.97%
Transfers						
- To Accumulated Revenue	136,162.30	73,788.00	0.00	83,910.00	83,910.00	0.00%
- To Reserves	19,290.84	19,303.00	19,132.44	19,000.00	(132.44)	100.70%
Total Expenses	713,074.52	750,052.00	470,067.48	862,836.00	392,768.52	54.48%
Balance	0.00	0.00	264,411.32	0.00	(264,411.32)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 45 - Parks Equipment

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Generated by Parks Equipment	48,750.00	48,750.00	48,750.00	48,750.00	0.00	100.00%
Sale of Equipment	0.00	0.00	14,224.67	3,000.00	(11,224.67)	474.16%
Transfers						
- From Reserves	6,016.58	20,500.00	16,846.37	17,000.00	153.63	99.10%
Total Revenue	54,766.58	69,250.00	79,821.04	68,750.00	(11,071.04)	116.10%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	1,034.88	0.00	2,955.98	1,500.00	(1,455.98)	197.07%
Equipment Maintenance	5,211.09	8,950.00	5,436.29	9,350.00	3,913.71	58.14%
Small Tools & Supplies	587.64	2,000.00	865.80	2,000.00	1,134.20	43.29%
Fuel, Oil, Insurance, Licences	8,065.98	13,800.00	14,303.99	13,001.00	(1,302.99)	110.02%
Capital Expenditures						
- Vehicles	6,016.58	20,500.00	16,846.37	17,000.00	153.63	99.10%
Transfers						
- To Reserves	33,850.41	24,000.00	14,224.67	25,899.00	11,674.33	54.92%
Total Expenses	54,766.58	69,250.00	54,633.10	68,750.00	14,116.90	79.47%
Balance	0.00	0.00	25,187.94	0.00	(25,187.94)	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 46 - Ennismore Multi-Use Building

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Operating Sales & Fees	15,480.91	16,370.00	3,038.86	17,963.00	14,924.14	16.92%
Transfers						
Total Revenue	15,480.91	16,370.00	3,038.86	17,963.00	14,924.14	16.92%
<u>Expenditures</u>						
General Administration						
- Services Hired	10,064.52	10,065.00	11,568.96	11,569.00	0.04	100.00%
Municipal Property Equipment & Buildings	2,466.33	3,355.00	1,693.71	3,355.00	1,661.29	50.48%
Transfers						
- To Reserves	2,950.06	2,950.00	0.00	3,039.00	3,039.00	0.00%
Total Expenses	15,480.91	16,370.00	13,262.67	17,963.00	4,700.33	73.83%
Balance	0.00	0.00	(10,223.81)	0.00	10,223.81	0.00%

The Corporation of the Township of Selwyn
For the Period Ending 09/30/2021

Department 50 - Planning Services

Details	2020 Year End Actuals	2020 Approved Budget	2021 Year to Date Actuals	2021 Approved Budget	+ or (-) Variance	Year to Date as a % of Budget
<u>Revenues</u>						
Operating Sales & Fees	84,276.51	86,360.00	83,753.06	85,000.00	1,246.94	98.53%
Transfers						
- From Accumulated Revenue	84,832.75	84,833.00	98,046.83	98,047.00	0.17	100.00%
- From Taxation	128,867.00	128,867.00	189,605.00	189,605.00	0.00	100.00%
- From Reserves	0.00	4,906.00	0.00	5,000.00	5,000.00	0.00%
Total Revenue	297,976.26	304,966.00	371,404.89	377,652.00	6,247.11	98.35%
<u>Expenditures</u>						
General Administration						
- Salaries & Benefits	154,245.10	182,726.00	130,410.38	254,826.00	124,415.62	51.18%
- Supplies & Overhead	1,220.24	8,775.00	4,079.81	22,950.00	18,870.19	17.78%
- Services Hired	27,529.09	44,709.00	34,286.12	23,325.00	(10,961.12)	146.99%
Transfers						
- To Other Depts	16,935.00	16,935.00	17,782.00	17,782.00	0.00	100.00%
- To Accumulated Revenue	98,046.83	51,821.00	0.00	58,769.00	58,769.00	0.00%
Total Expenses	297,976.26	304,966.00	186,558.31	377,652.00	191,093.69	49.40%
Balance	0.00	0.00	184,846.58	0.00	(184,846.58)	0.00%



Date: October 26, 2021
To: Mayor Andy Mitchell and Council Members
From: R. Lane Vance, Manager of Financial Services
Subject: Financial Statements – 3rd Quarter 2021
Status: For Information.

Recommendation

That the report of the Manager of Financial Services called Financial Statements – 3rd Quarter 2021 received for information

Information

The attached Summary Financial Statements are provided for Council's review and provide a good overview of municipal activities by cost center 75% of the way through 2021.

The following comments should be helpful in the review of the statements and outline items that may affect a number of departments. These comments should be reviewed in addition to those noted on the first and second quarter financial report.

➤ Transfers

Some completed capital equipment purchases have been funded, however most Transfers related to capital expenditures will be completed closer to year end or at the end of the respective capital project.

➤ Department # 5 – General Government

The Emergency Planning costs stand at 107% of budget. This reflects additional direct costs related to the COVID 19 response such as wages to support the PPH vaccination process early days, hand sanitizer, signage and related PPE.

➤ Department # 10- Fire Service

Operating revenues are significantly under budget at 12.95% of estimated annual revenues. This is reflective of only one quarter of MVA billings to the end of September and no Fire Service Agreement billings. I have been advised that MVA details for April – September have recently been received from the Fire Service and it is expected that these billings will be taking place in October and reflect more favourable numbers as we enter the fourth quarter.

I will follow up on the inter-municipal billings and believe that that these revenues will be closer to the year end target in Q4.

➤ **Department # 13 – Building Inspections**

Building Department operating receipts have been strong and are 115% of budget. These additional revenues will support increased legal expenditures incurred to date.

➤ **Department # 20 - Roadways & Department # 24 Gravel Pits**

A significant number of accounts in these departments show underspent at the end of September. This is largely reflective of the fact that gravel allocations have not been made and the gravel crushing contract has not yet occurred.

While some resurfacing jobs remained outstanding at the end of September, Selwyn has had a great working relationship with our contractor and has been prepared so that they could complete a large quantity of planned road segments. Other Townships have not been so fortunate in what is a challenging environment operating with many rain days in 2021.

➤ **Department # 21 - Winter Control**

Based on the expenses year to date, the need to fill the domes with treated sand and minimal winter months still to come, it is expected that this department will be on target at year end.

➤ **Department # 23 - Street lighting**

The Trail Town improvements in downtown Lakefield related to decorative streetlights have been completed.

➤ **Department # 25 – Community Transportation**

Staff expect to receive billings for the transit service in Q4 and grant adjustments will be made at that time. Pilot program data is being compiled and will be provided in future reports to Council.

➤ **Department # 40-43 Recreation & #44 Library Services**

All recreation departments show significantly lower revenues than budgeted. Closures at sports fields and facilities and delayed openings will have a negative affect on all revenue sources.

The marina operation performed very well in 2021, with strong revenues and careful spending expected to result in a positive net operating position.

The Library Service also shows decreased operating and general fundraising receipts as a result of reduced hours and the impacts from the pandemic. Donations are higher than expected which is expressive of the value that the community places on Library Services.

In these areas of reduced revenues, the remaining COVID Relief Funding on hand will be used to mitigate the impacts as much as possible.

➤ **Capital Projects – All Departments**

As the 2021 capital program wraps up, staff will complete detailed analysis of all capital projects, ensuring that all invoices have been properly allocated and capturing any remaining holdbacks due on these projects. This work also includes entries related to offsetting revenues, whether that be grants, fundraising receipts, IFTs from reserves, etc. In addition, any remaining works that may be required and need to be carried over to the next year are documented and included as part of the 2022 budget process and will be noted as such for our deliberations.

Strategic Plan Reference

Achieve excellence in governance and service delivery

Financial Impact

There is no adverse financial impact by approving the above noted recommendation. Periodic public reporting to Council related to the financial position of the municipality is considered best practice and demonstrates good stewardship of public funds.

Environmental Impact

There will be no adverse environmental impact by approving the above noted recommendation.

Attachments

- Financial Statement Summaries - Q3 2021

R. Lane Vance

Prepared By: R. Lane Vance
Manager of Financial Services/Treasurer

Janice Lavalley

Approved By: Janice Lavalley
CAO

Section: Performance	Policy Number: 1.2
Subject: Hours of Work and Overtime	Effective Date: April 1, 2008
	Revision Date: October 26, 2021
Page: 1 of 4	

Hours of Work and Overtime

Purpose:

The policy will outline the hours of work that shall be worked by Township employees and establish the criteria for compensation for overtime. It is recognized that at times overtime will be required to meet the needs of the Township. However, it shall be the goal of the Township to minimize the amount of overtime required through appropriate work distribution and scheduling.

Scope: This policy applies to all Township employee classifications.

Policy:

1. Hourly-paid employees must submit a timesheet, signed by their supervisor, to the Payroll/Benefits Coordinator by 12:00 noon. on the Monday of a pay week.
2. In accordance with the Annual Vacation policy, employees are responsible for reporting any absence on the Vacation and Absence Report Form F13. The report must be approved by the Supervisor and submitted with the time card for the relevant time period.
3. Any hours worked other than the standard hours, as defined below, must be approved of, in advance, by the Department Manager.
4. Overtime rates for all departments, except for Parks and Recreation, apply to hours worked outside of the standard schedule of hours per day and shall be banked at the rate of time and one-half. Work being carried out on a Sunday, shall be banked at the rate of double time. Overtime rates for Parks and Recreation apply to hours outside of the standard schedule of hours per week and shall be banked at the rate of time and one-half.
5. Travel and accommodation costs, if any, will be paid for by the Township as per the Reimbursable Expenses policy. Where possible, employees will be permitted to travel during scheduled working hours, however, where travel involves extended hours to the employee's regular work day, overtime may be paid at a rate of time and a half.
6. The employee is responsible to advise the Department Manager not later than the last day of any pay period as to the banking or withdrawal of time from the bank. Use of banked time is documented and approved by the employee's supervisor using the employee time sheet.

7. Notwithstanding Section (5), in the event of withdrawal of time from the bank where the employee is aware that he is going to withdraw time, and especially if it is more than one day at a time then he/she is to notify the Department Manager at least one full week in advance.
- a) All banked time must be used by December 31st of each year save and except that a maximum may be carried forward as per the standard work week for each position.
8. Department Standard Hours of Work are as follows:

MUNICIPAL OFFICE STAFF & BUILDING DEPARTMENT

- a) The Municipal Office Standard Work Week shall consist of 35 hours per week comprising of five, seven hour days, Monday to Friday.
- b) The Office hours will be 8:30 a.m. to 4:30 p.m. with one hour allowed for lunch. The lunch hour will be staggered amongst the office staff between 12:00 Noon and 2:00 p.m.
- c) Notwithstanding Section (4), when an employee has 35 hours in the bank, the employee can then choose to be paid for further overtime or to bank the overtime as set out in Section (4).

FACILITIES MAINTENANCE STAFF

- a) The Facilities Maintenance Coordinator Standard Work Week shall consist of 35 hours per week comprising of five, seven hour days, Monday to Friday.
- b) Notwithstanding Section (4), when an employee has 35 hours in the bank, the employee can then choose to be paid for further overtime or to bank the overtime as set out in Section (4).

PUBLIC WORKS STAFF

- a) The Standard Work Week shall consist of 42 hours per week as set out below save and except that the Administrative Assistant shall work a 35 hour work week being Monday to Friday 8:30 AM to 4:30 PM with a one hour lunch break:

WINTER (October to April) Monday to Thursday 7:00 a.m. - 4:30 p.m.
Friday 7:00 a.m. - 1:30 p.m.
with 1/2 hour for lunch

SUMMER (May to September) Monday to Thursday 6:30 a.m. - 5:30 p.m.
With ½ hour for lunch

- b) Notwithstanding Section (a) the standard hours for the Equipment Operator/Landfill Site Attendant positions shall be 42 hours per week as scheduled, Monday to Saturday and in accordance with the Landfill hours of operation, with the maximum regular hours being 9 per day.
- c) Notwithstanding Section (a) the standard hours for the Scale House Attendant position shall be 35 hours per week as scheduled in accordance with the Landfill hours of operation, with the maximum regular hours being 7 per day.
- d) An employee who is called in and required to work outside their regular working hours shall be paid for a minimum of three (3) hours at overtime rates. This section shall not apply to call in before the beginning of a regular shift if working time is less than three (3) hours.
- e) Notwithstanding Section (4), when an employee has 42 hours in the bank (35 hours for the Administrative Assistant and Scale House Attendant), the employee can then choose to be paid for further overtime or to bank the overtime as set out in Section (4).

PARKS AND RECREATION DEPARTMENT STAFF

- a) The Standard Work Week shall consist of 42 hours per week as scheduled by the Recreation Services Manager save and except the Administrative Assistant whose work week will consist of 35 hours per week as scheduled by the Recreation Services Manager.
- b) Notwithstanding Section (4), when an employee has 42 hours in the bank (35 hours for the Administrative Assistant), the employee can then choose to be paid for further overtime or to bank the overtime as set out in Section (4).

FIRE DEPARTMENT STAFF

- a) The Fire Department Administrative Office Standard Work Week shall consist of 40 hours per week comprising of five, eight hour days, Monday to Friday.
- b) The Office hours will be 8:00 a.m. to 4:30 p.m. with one-half hour allowed for lunch. The lunch hour will be staggered amongst the administrative staff between 12:00 Noon and 2:00 p.m.
- c) Notwithstanding Section (4), when an employee has 40 hours in the bank, the employee can then choose to be paid for further overtime or to bank the overtime as set out in Section (4).

SALARIED EMPLOYEES

- a) This Section pertains to the following positions with the regular work week hours being 40:

Chief Administrative Officer
Manager of Community & Corporate Services/Clerk
Deputy Clerk
Fire Chief
Manager of Building/Planning
Manager of Financial Services/Treasurer
Deputy Treasurer/IT Coordinator
Manager of Public Works
Manager of Recreation Services
Planner
Deputy C.B.O.

- b) Due to the nature of these positions, it is understood that the required hours of work per week will fluctuate. On average, the hours of work will be as outlined in Section (a).
- c) In recognition of the requirement for these positions to work extra hours, one (1) extra week of vacation will be credited to these positions at the beginning of each year. Although there will be no specific compensation for excess hours worked over and above this first week, it is understood the employee may, at his/her discretion, make adjustments to his/her hours of work as time permits to maintain an average work week as outlined in Section (a).

9. EMERGENCY MANAGEMENT PROVISIONS

- a) It is recognized that municipal staff may be required to work extended hours during an emergency or declared disaster either for their own municipality or for another municipality under request for assistance. When the emergency control group has been activated in the municipality or when a request for assistance has been made by another municipality that has declared a state of emergency, both salaried and hourly paid employees will be entitled to accumulate and record overtime. The normal overtime policy will apply to hourly employees and in the case of salaried employees they will be entitled to time and one-half.
- b) It is recognized that municipal staff may be required to *not* attend to work during certain emergency situations, eg. power blackout. In this situation employees who are required to *not* attend work will be compensated their regular wages for their regular hours of work. Employees who are required to work will be compensated at time and one-half for their regular hours.

Related Documents:

- Vacation and Absence Report Form F13

Section: Terms of Employment	Policy Number: 1.11
Subject: Requests for Accommodation	Effective Date: October 26, 2021
	Revision Date:
Page: 1 of 5	

Requests for Accommodation

Purpose:

Selwyn Township recognizes that there may be times when employees will have special needs that require accommodation. This policy provides direction on how the Township will handle accommodation requests, whether the accommodation need is temporary or permanent.

Scope:

This policy applies to Volunteer Firefighters and all Township employee classifications.

The Township will work with individuals to accommodate individual needs in relation to the protected grounds of discrimination under the Ontario Human Rights Code ("Code") (age, creed, disability, family and marital status, gender identity and gender expression, sex, sexual orientation, etc.) as well as the Accessibility for Ontarians with Disabilities Act (AODA) which addresses mental and physical disabilities.

Definitions:

- Accessibility** Refers to the absence of barriers that prevent individuals and/or groups from fully participating in all aspects of employment and service provision. The term is often linked to people with disabilities and their rights to access.
- Accommodation** The duty of an employer to offer alternative solutions, or adjust rules, policies, or practices that have a negative impact on individuals based on the protected grounds of discrimination under the "Code" and the AODA, so an individual has the opportunity to participate fully.
- Barriers** With respect to discrimination, it includes attitudes and designs that prevent people from fully participating in employment, use of facilities, and services provision. Systemic barriers are formal or informal policies, practices or rules which, when applied in the same way to everyone, may have the effect of excluding or restricting the participation of some individuals.
- Bona Fide Occupational Requirement**
An occupational requirement, reasonable and legitimate under the circumstances. The requirement must be: adopted for a purpose or goal rationally connected to the job function being performed; adopted

in good faith and in the belief that it is necessary to fulfill the purpose or goal; and necessary to accomplish its purpose or goal in the sense that it is impossible to accommodate the individual without undue hardship.

Duty to Accommodate

The obligation of an employer to take steps to eliminate the disadvantage caused by systemic, attitudinal, or physical barriers that exclude individuals or groups protected under the Code from participating in all aspects of employment. There is a procedural obligation to explore all accommodation options, and a substantive obligation to implement an accommodation that is reasonable. Every accommodation request must be fully considered and may only be refused if undue hardship can be demonstrated or if no Code-related need is substantiated.

Employment Accommodation

Universal Accommodation – A proactive process of identifying and eliminating barriers for everyone. This can be done through the initial design of and/or modifying facilities, policies, programs, procedures and practices, and ensuring that potential barriers are identified and removed. In some cases, new policies, programs, procedures and practices are required to eliminate barriers and achieve equitable outcomes.

Individual Accommodation – An adaptation or adjustment that may be required to enable an individual to perform their essential job responsibilities effectively. For some, this may involve purchasing equipment, modifying some duties or hours of the job, reassignment of the individual, or providing additional supports.

Protected/Prohibited Grounds

Protections in the Code, that every person has the right to equal treatment on the basis of the following: race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, receipt of public assistance, age, record of offences, marital status, family status or disability.

Undue Hardship

Refers to the extent to which an employer must attempt to accommodate the needs of an individual, who has demonstrated that accommodation is required on grounds protected in the Code. Bona fide accommodation requests require more than a minimal effort on the part of the Township. The Township must take all reasonable steps to determine if an individual can be accommodated.

The three factors under the Code that are considered in determining undue hardship:

1. Cost of the accommodation, i.e., whether or not the cost threatens the viability of the corporation.
2. Outside sources of funding, if any, i.e., whether the Township can access special funding, such as grants to alleviate some of the direct costs of the accommodation.
3. Health and safety requirements, if any.

Policy:

The Township of Selwyn recognizes its duty to accommodate its employees' human rights to the point of undue hardship and commits to an accommodation process that respects the Code principles of dignity and privacy, inclusion, and individualization.

The Township's commitment extends to all aspects of employment, including recruitment, assessment and selection, orientation, working conditions, promotion, training, performance management, career development, leaves of absence, and return to work. It also includes the purchase and management of information technology and communication systems, and purchases of internal fittings (e.g., chairs, desks, lights, etc.), and to the organization of, and participation in conferences, seminars, and training.

Systemic Assessments

The Township commits to the proactive review of existing policies, rules, practices, and procedures to identify and eliminate barriers to access and inclusion. Ensuring policies, standards and practices are barrier-free can minimize the need for individual assessments/accommodation.

Individual Assessment

Accommodation is assessed and delivered on an individual basis for persons who make their needs known. The request for accommodation may be made by the individual or the employer. Employer related requests should be made in consultation with the individual. Each request must be considered individually in order to assess appropriate accommodation. Requests for accommodation must be dealt with in a timely manner so individuals can fully participate in all aspects of employment, except where evidence does not support the need for accommodation or where undue hardship can be demonstrated.

The type of accommodation will vary depending on the circumstances. Some of the measures may include:

- Assessing the Bona Fide Occupational Requirements of the position.
- Completing a physical / cognitive demands analysis.
- Identifying alternative work arrangements such as flextime, compressed work weeks, and telecommuting.
- Adjusting the physical work environment with a different desk set up, alternative tools to assist with tasks, etc.
- Modifying hours and types of tasks based on the medical restrictions.
- Accommodating persons in a manner that respects their dignity and helps maximize their contribution to the Township of Selwyn.

The individual requesting accommodation will participate with their manager and the HR Coordinator to identify a suitable accommodation plan. If an accommodation plan cannot be agreed on, the issue will be escalated to the C.A.O. for review.

Once established, the accommodation plan will be reviewed on a mutually agreed upon predetermined schedule or more frequently if requested by either the individual or the Township.

Individual accommodation plans must:

- If requested, include any information regarding accessible formats and

communications supports provided

- If required, include individualized workplace emergency response information; and
- Identify any other accommodation that is to be provided

Dignity and Privacy

Individuals must be accommodated in ways that respect their dignity and right to privacy. Information relating to specific requests for accommodation will be treated as confidential and will only be used for the purpose of assessing and implementing accommodation options and solutions.

Legal Obligations and Limits

Exploring accommodation is a legal obligation for all employers under the Code and related legislation. Failure to explore requests for accommodation in good faith related to any of the Code's prohibited grounds may constitute discrimination and a breach of the Code. Even where it is determined that accommodation is not required, The Township has a legal duty to fully explore every request for accommodation in good faith.

Good Faith

The Township of Selwyn and the individual will both work in good faith through the accommodation process. A cooperative approach will be used to investigate and research accommodation options to identify the best course of action.

3. Responsibilities

Management

- Respect and uphold the individual's right to confidentiality
- Notify and work with the HR Coordinator to review and address accommodation requests in a timely manner, to the point of undue hardship.
- Where accommodation would cause undue hardship, explain this clearly to the employee and be prepared to show why this is the case.
- Ensure the C.A.O. is kept informed with regard to accommodation requests.

Employee/Volunteer

- Requests for accommodation are to be initially directed to your manager.
- Explain why accommodation is required, so that needs are known, preferably in writing. Focus on the functional limitations that are impacting your ability to perform your job.
- Answer questions or provide information about relevant restrictions or limitations, including information from health care professionals, where appropriate and as needed.
- Take part in discussions on possible accommodation solutions.
- Co-operate with any experts whose assistance is required.
- Meet agreed-upon performance and job standards once accommodation is provided.
- Work with your manager and the HR Coordinator on an ongoing basis to manage the accommodation process.

HR Coordinator

- Take an active role in making sure that alternative approaches and possible accommodation solutions are investigated, and research various forms of possible accommodation and alternative solutions as part of the duty to accommodate.
- Assist management and the individual in designing a reasonable accommodation plan.
- Keep a record of the accommodation request and action taken.
- Assist with arranging third party medical assessment if necessary. The Township has the right to request a third-party assessment relating to the accommodation request as reasonable and proportionate. The Township will be responsible for paying for these fees, as required.
- Obtain expert opinions or advice where needed.

Related Documents

Emergency Assistance and Response Planning Policy 1.9

Return to Work Program Policy 7.12

Integrated Accessibility Standards Policy 8.1

Section: Standards of Conduct	Policy Number: 2.2
Subject: Township Employees in Charge of Municipal Vehicles and Equipment	Effective Date: April 1, 2008 (original)
	Revision Date: October 26, 2021
Page: 1 of 6	

Use of Township Owned Vehicles and Equipment

Purpose:

The Township of Selwyn acknowledges that employees may require the use of a Township owned vehicle and equipment, either regularly or intermittently based on the nature of their employment with the Township or the duties performed. The purpose of this policy is to ensure appropriate use of Township vehicles and equipment, and to ensure compliance with Canada Revenue Agency regulations and guidelines related to taxable benefit assessment.

Scope:

This policy applies to all employee classifications at the Township and their use of all Township owned or leased vehicles and equipment.

Definitions:

Accident	Refers to an accident whereby a Township vehicle/equipment has come into contact with another vehicle/equipment, person, or object regardless of damage or injury, or accident with or without contact that results in injury to a person, property, vehicle or equipment.
Mileage Log	The form required to be completed by any employee who drives a Township vehicle where personal use occurs. The form delineates between business and personal mileage.
Personal Taxation	The taxable benefit component applicable to personal use of Township vehicles in accordance with the <i>Income Tax Act</i> , and the Canada Revenue Agency (CRA) regulations.
Personal Use of Equipment	Mileage incurred with a Township vehicle that is not applicable to normal business use.
Primary Work Location	The designated primary work location of the employee.

Township Equipment	Physical resources, implements and apparatus used in an operation or activity that are owned or leased by the Township of Selwyn, such as but not limited to a back-hoe, tandem truck, fire pumper, grass-cutting vehicle, grader...
Township Vehicle	Vehicles owned or leased by the Township of Selwyn, such as pick-ups and crew cabs.

Policy:

1. General

Employees assigned vehicles and equipment are expected to take reasonable precautions to ensure the safety and security of the vehicles/equipment and its contents. The Township is not responsible for loss or damage of personal property transported in Township vehicles.

Township vehicles and equipment will not be used to transport any individual that is not directly or indirectly related to municipal business. Passengers shall be limited to Township employees and individuals who are directly associated with Township work activity (committee members, consultants, contractors, etc.).

Employees will demonstrate respect for the environment and shall not idle a vehicle or equipment while conducting Township business, unless it is necessary to do so (e.g. emergency vehicle).

Employees operating Township vehicles and equipment shall obey all applicable traffic and parking regulations, ordinances and laws. Any citations for offences, fines or charges received while operating a Township vehicle and/or equipment shall be the personal responsibility of the employee and must be reported to their Manager within twenty-four (24) hours of the incident.

Employees driving Township vehicles and equipment will be covered by the Township's Indemnification By-law. This provides for the indemnity and defense of employees against liability incurred while acting on behalf of the Township if the person acted honestly and in good faith with a view to the best interests of the Township in the performance of their duties.

Employees driving Township vehicles and equipment represent the image and values of the organization. Employees shall conduct themselves in a manner that is in keeping with the Township's values and demonstrates value to rate-payers while operating Township vehicles and equipment.

Employees operating Township vehicles and equipment are expected to be in full compliance with this policy. In situations where unauthorized use that is outside of these policy provisions has been identified, the Township's Progressive Discipline Policy will be followed (Policy # 5.2).

2. Safety

Employees driving Township vehicles and equipment must maintain safe and legal operation of vehicles and equipment, and be in compliance with the guidelines of the *Highway Traffic Act*, and any other related legislation at all times.

Employees are expected to keep Township vehicles and equipment clean and to report any malfunction to their Manager immediately. Employees who use

Township vehicles and equipment are responsible for conducting and documenting vehicle/equipment circle checks prior to operating a Township vehicle/equipment as required and for ensuring that the vehicle/equipment has an adequate supply of fuel subject to requirements and departmental provisions. Employees will not continue use of Township vehicle/equipment if the continued use could result in injury to the employee, other occupants or result in further detriment to the vehicle/equipment.

All occupants must wear seatbelts during the operation of the vehicle and equipment (where applicable), regardless of whether the occupant is the driver or a passenger. The driver of the vehicle/equipment is responsible for enforcing seat belt usage by all occupants and shall report any failure to comply with their Manager.

Employees are responsible for removing ice and snow build-up prior to vehicle/equipment use.

Employees will not, under any circumstances, operate Township vehicles/equipment under the influence of alcohol, cannabis, illegal drugs or prescription drugs/medication which could interfere with effective and safe operation. If an employee has been prescribed drugs/medication by a medical professional, and their position requires operation of Township vehicles/equipment, the employee must notify their Manager and Human Resources to disclose such use and make any request for accommodation.

Smoking is prohibited in all Township vehicles/equipment.

3. Distracted Driving

Employees shall not talk, text, type, dial, browse or email using a hand-held cell phone or other hand-held communications and entertainment devices. Approved hands-free communications devices may be used, if deemed necessary by the employee's supervisor. Use of any device or doing anything to distract full attention away from driving while operating a vehicle/equipment is subject to the laws of Ontario that may change from time to time.

Note: As per the Highway Traffic Act of Ontario, as necessary, members of the Township Fire department may use a hands-on communication device while responding to an emergency call.

4. Accidents

Any employee engaged in a motor vehicle accident, regardless of severity, while in control of a Township vehicle is required to:

- Notify and cooperate fully with the authorities with respect to their investigation;
- Notify the Manager of their department, or CAO immediately.
- Complete the Township Accident/Incident Report Form F2 and the Motor Vehicle Accident Form F4.

5. Employee Driver's License Status

Any employee operating a Township vehicle or equipment must hold a valid Ontario Driver's License and appropriate license for the class of vehicle or equipment being driven. A copy of that license must be provided to the Township as requested.

Employees must report a licence suspension immediately to their manager/supervisor. Any other changes to their driver's license status must be reported to their manager/supervisor as soon as practicable.

Where a "D" license is required, the Township will reimburse employees if they are required to complete a medical in order to maintain their license.

An employee who is assigned a Township vehicle/equipment and who is arrested for or charged with a motor vehicle offense for which the punishment includes suspension or revocation of a motor vehicle license, whether in his or her personal vehicle or in a Township vehicle/equipment, must notify his or her Manager immediately when practicable, but in no case later than 24 hours. Conviction for such an offense will be grounds for suspension of Township vehicle/equipment privileges, and/or further disciplinary action.

The Township reserves the right to verify an employee's driver's license and record with the Ministry of Transportation, provided the employee is required to drive a Township vehicle as part of their job duties. The Township reserves the right to withdraw driving privileges at any time based upon a record that indicates a suspension of the license or any other offence that the Township deems appropriate.

6. Assignment of a Vehicle to a Position and/or Specific Employee

Vehicle assignments to a position and/or a specific employee will be based on the following criteria and shall be directly related to the Township business requirements:

- Bona-fide job requirements and responsibilities of an employee's position;
- Road conditions patrol;
- Inspections;
- The requirement to be available and on-call for emergency response.

Type A

These employees are provided continuous access (24-hour use) to a Township vehicle. This access may be year round or seasonal as per the requirements of the position and as determined by the department manager. Such employees may take the vehicle home overnight, with the exception of vacation periods or periods of absence from work greater than three (3) days. Detailed mileage logs must be kept by employees covered under Type A.

Building Inspector/By-Law Enforcement Officers
Fire Chief
Manager of Public Works
Supervisor of Public Works

Type B

These employees have access to a Township vehicle during working hours and the vehicle remains at a Township facility at the end of the workday. Personal use may occur on a limited basis, with approval and as such mileage logs must be completed daily by vehicle operators for taxable benefit purposes.

Recreation Facilities Supervisor
Facilities Attendants

Fire Prevention Officer
Assistant Deputy Fire Chief
Public Works with Patrol and/or Pager duties
Deputy Chief Building Official
By-Law Enforcement Officer
Building Inspector/By-Law Enforcement Officers
Facilities Maintenance Coordinator
Arena Attendants
Manager of Recreation Services
Manager of Building and Planning
Deputy Fire Chief
Office Assistant/Receptionist – Fire

Type C

On occasion, a Manager may require an employee not listed in Type A or B to be granted access to a Township vehicle for a specific period of time (during working hours) and for a specific task. No personal use of the Township vehicle is permitted and the employee must provide a copy of their valid driver's license prior to operating the vehicle.

Township vehicles and equipment used specifically for operations such as tandem trucks, backhoes, graders, grass-cutting vehicles etc. used for specific work purposes are not subject to detailed mileage logs **as no personal use is permitted.**

The Township reserves the right to remove and/or revoke vehicle or equipment assignment to a position and/or an employee as deemed necessary.

7. Vehicles for Work-Related Business

Use of Township vehicles for out-of-town business travel shall be accommodated where possible to limit mileage reimbursements to employees who otherwise would use personal vehicles for Township related use.

Except for the vehicle use outlined in item 6 above, Township vehicles are not to be used for any other circumstances without the permission of the Manager. In urgent/emergency circumstances such permission shall be reasonably granted.

Permission shall also be granted if it is most practical for the Township vehicle to be taken home to accommodate the employee's required travel period, subject to vehicle availability.

After an employee's working hours, vehicles shall only be used to respond to situations within the scope of the employee's duties, or for pre-approved Township business, and for no other purpose.

8. Reporting Requirements – Taxable Benefits

Township vehicles provided to employees for the purpose of fulfilling their job duties are to be used for business purposes. In specific circumstances, personal use of a Township vehicle may occur, as approved.

The Canada Revenue Agency (CRA) considers any use of a Township vehicle for purposes other than conducting business as personal use and such use is deemed a taxable benefit and is therefore subject to personal taxation as outlined by the

CRA. The CRA requires any personal use of a Township vehicle to be documented.

Personal use as defined by the CRA includes:

- Any driving by an employee for purposes not related to his or her employment;
- Any driving to conduct personal activities (including lunch breaks);
- Travel between home and primary work location (where the employee is normally required to work) even if on-call.

Taxable benefits for employee personal use shall be calculated as outlined by the Canada Revenue Agency (CRA) subject to amendment.

Process:

Employees who drive a designated Township vehicle are required to maintain a mileage log daily (see Appendix A). Logs will capture at a minimum, total kilometres travelled, business purpose, personal kilometres and the reason for personal use.

Mileage logs are to be reviewed, approved and signed by the Department Managers on a regular basis.

Each Department will be responsible for inputting mileage log data into an approved electronic summary template on an ongoing basis.

Each Department will forward the electronic summary template to the Finance Department once the template is complete and/or, as a minimum, on a quarterly basis.

The Finance department will sort, compile and reconcile the data from the electronic summary template for the purpose of calculating taxable benefits per CRA guidelines.

Employees may be assessed a taxable benefit on their bi-weekly pay to facilitate the withholding of income tax and pension benefits throughout the year. This would be an estimate based on previous year usage and would be adjusted on the T4 statement issued to reflect actual personal usage per mileage logs.

Related Documents:

- Accident/Incident Report Form F2
- Motor Vehicle Accident Report Form F4
- Records Management – ARIS Information Policy
- Progressive Discipline – Policy #5.2
- Appendix A – Mileage Log

Section: Compensation & Benefits	Policy Number: 3.11
Subject: Clothing Allowance	Effective Date: April 1, 2008
	Revision Date: October 26, 2021
Page: 1 of 2	

Clothing Allowance

Purpose:

The Township provides clothing allowances to employees for the purposes of ensuring their continued health and safety as defined by their department or position and/or for corporate identification purposes.

Scope: This policy applies to all permanent Township employees as outlined in the policy below.

Policy:

1. Eligibility:

- All permanent personnel in positions requiring the clothing allowance for identification or health & safety purposes, in below noted departments:
 - Public Works Department
 - Building and Planning Department
 - Parks and Recreation Department
- The allowance will be paid to eligible staff on an annual basis, paid in January.

2. Allowances:

- Safety Shoes and outerwear- \$200/year.
- Coveralls for Public Works department will be rented and provided by the Township.
- In addition to the \$200 allowance for the purchase of Safety Shoes and outerwear, Public Works staff will be provided with one piece of safety outerwear every 2 years and three safety orange shirts each year.
- Members of the Health & Safety Committee, if not already entitled in the foregoing sections, and the Facilities Maintenance Coordinator will receive up to \$200.00 for safety shoes and/or related safety equipment as required upon submission of a receipt and approval of the Department Manager.
- Permanent Parks and Recreation Department staff will be provided with staff identification clothing consisting of one jacket, two shirts, and two sweatshirts. As required the jacket may be replaced every two years and the shirts and

sweatshirts every year. Contract Recreation Services staff will receive a Township shirt for identification purposes.

- The By-Law Enforcement Officer will be provided with the following as required:
 - Up to three pair of pants per year
 - Up to two white and two blue shirts per year
 - One pair of duty boots
- Fire Department Administrative staff will be provided with the following uniforms as required:
 - Up to three pair of pants per year
 - Up to two white and two blue shirts per year
 - One dress uniform every five years (Fire Chief and Fire Prevention Officer only)
 - One pair of duty boots (Fire Chief and Fire Prevention Officer only)
- Staff uniforms are not to be worn in public when not on duty.
- The Township reserves the right to request uniforms to be returned at the end of the employment relationship.

3. Other Safety Equipment

- As outlined in Policy 7.8 Personal Protective Equipment Procedure, the Township will provide required personal protective equipment (PPE) to any employee to minimize the risk of personal injury or illness and ensure all work is performed in accordance with the OHSA and all pertinent Regulations.

Section: Recruitment & Selection	Policy Number: 4.1
Subject: Internal Posting	Effective Date: April 1, 2008
	Revision Date: October 26, 2021
Page: 1 of 1	

Internal Posting

Purpose:

The Township is committed to the growth and development of its employees and as such seeks to promote from within whenever possible and where fit, qualifications and experience match the requirements of the position.

Scope:

This policy applies to the Internal Posting procedure for all Permanent positions as defined in Policy 1.1 Employee Classifications.

Policy:

1. Any vacancy in a permanent staff position as identified on the approved organizational chart, shall be posted and made known to all classes of employees, who may wish to apply for the vacant position. As per the Pay Transparency Act, 2018, all publicly advertised postings will include the salary range for the position.
2. All applicants will be notified when they are selected to participate in the selection process that accommodations are available upon request in relation to the materials or processes to be used. Should an applicant request accommodation, the Township will consult with the applicant and provide or arrange for the provision of a suitable accommodation in a manner that takes into account the applicant's accessibility needs due to disability.
3. In assessing qualifications, internal applications will be considered first and must meet the minimum requirements for the position and the same standard of qualifications as external candidates. Consideration may be given to an internal applicants past performance in current and previous positions with the Township.
4. All appointments or promotions to the position of CAO or a Department Manager shall be approved by Council.
5. All appointments or promotions to permanent positions, other than those referred to in Section 5 above, shall be reported to Council via a staff report from the relevant Department Manager.
6. The C.A.O. and Department Managers may hire and terminate the employment of a contract employee during peak load periods as and when justified by their respective budgets.



Date: October 26th, 2021

To: Mayor Andy Mitchell and Council Members

From: Kim Berry, HR Coordinator

Subject: Organizational Policy Update

Status: For Information

Recommendation

That the report of the HR Coordinator dated October 26th, 2021 with respect to the Organizational Policy Updates, be received for information; and that the Organizational Policies be updated as provided in this report.

Information

As per the Organizational Policy Introduction, by resolution of Council policies may be amended or added to the Organizational Policy as necessary and appropriate in order that it is current and applicable.

The following policy revisions are recommended to clarify the current application of policies and procedures.

Policy 1.2 Hours of Work and Overtime

This policy has been updated to reflect the organizational chart amendments approved by Council at the December 10th, 2020 Council Meeting, specifically the number of hours worked per week for the amended Facilities Maintenance Coordinator position as well as incorporate the new Deputy Chief Building Official in the list of salaried employees.

The hours per week worked by the Scale House Attendant position has also been updated to accurately reflect the current 35 hour work week for this position.

Policy 2.2 Use of Township Owned Vehicles and Equipment

This policy has been updated to include the new positions of Deputy Chief Building Official and Facilities Maintenance Coordinator to the list of staff eligible to have access to a Township vehicle during working hours, as well as a clarification statement that as per the Ontario Highway Traffic Act, members of the Township Fire department may use hands-on communication devices while responding to an emergency.

Policy 3.11 Clothing Allowance

This policy has been updated to clarify the clothing allowance and current uniform entitlements and guidelines for eligible staff in the Recreation Services, Public Works, Building & Planning and Fire departments.

The policy has also been amended with regards to safety equipment. The current policy includes a specific list of safety equipment that will be provided for. The recommended update more accurately reflects the Township's obligation under the Occupational Health & Safety Act to provide the necessary PPE to keep our employees safe at work. The recommended change to this policy includes the following statement:

The Township will provide required personal protective equipment (PPE) to any employee to minimize the risk of personal injury or illness and ensure all work is performed in accordance with the OHSA and all pertinent Regulations.

Policy 4.1 Internal Posting

This administrative change provides for the Township to post permanent positions internally and externally at the same time rather than in two separate stages. This will reduce the length of time required to conduct the recruitment process.

This will not change the intent of the policy which is to ensure that there is opportunity to promote employees from within where qualifications and experience match the requirements of the position. As is currently the practice, in assessing qualifications, internal applications must meet the minimum requirements for the position and the same standard of qualifications as external candidates. Consideration may be given to an internal applicant's past performance in current and previous positions with the Township to determine the best fit for the position.

Policy 1.11 Requests for Accommodation

Selwyn Township recognizes that there may be times when an individual will have special needs that require accommodation. This policy provides direction on how the Township is required to work with individuals to accommodate individual needs in relation to the protected grounds of discrimination under the Ontario Human Rights Code ("Code") (age, creed, disability, family and marital status, gender identity and gender expression, sex, sexual orientation, etc.) as well as the Accessibility for Ontarians with Disabilities Act (AODA) which addresses mental and physical disabilities.

Strategic Plan Reference

Achieve excellence in governance and service delivery

Attachment

- Relevant Policy Updates Attached

Kim Berry

Prepared By: Kim Berry, HR Coordinator

Janice Lavalley

Reviewed By: Janice Lavalley, Chief Administrative Officer



Date: October 26th, 2021

To: Mayor Andy Mitchell and Council Members

From: Kim Berry, HR Coordinator

Subject: Staffing Update – Public Works Equipment Operator/Labourer

Status: For Information

Roll No.

Recommendation

That the report from the HR Coordinator regarding the staffing update for the position of Equipment Operator/ Labourer be received for information.

Information

As Council is aware, the position of Equipment Operator/ Labourer became vacant in August, 2021.

On August 31st, a recruitment process was opened internally, and applications for this position were accepted through September 13th, 2021. We did not receive any qualified internal applications for this position and an external search for candidates was opened and applications were accepted through September 29th, 2021. We received 20 external applications in total and 5 candidates were invited to participate in the interview process, based on the qualifications and experience outlined in their applications. The interview committee consisted of Kim Berry, HR Coordinator, Rick Dunford, Manager of Public Works and Scott Shewfelt, Public Works Supervisor.

We are pleased to update Council that the position of Equipment Operator/ Labourer has been filled, and Cory Fitzgerald will be joining the Selwyn Township team effective October 25th, 2021.

Cory holds a Class A driver's license with "Z" endorsement and brings with him over nine years of experience operating heavy equipment, including experience with road maintenance and repair for County roads, by providing a variety of public works services including snow plowing, wing back operations, sanding, salting, and road patching. Cory's experience will make him a strong addition to our Public Works department and we look forward to having him join the Selwyn team. Cory will be invited to attend an upcoming meeting of Council for an introduction.

Financial Impact

The costs have been incorporated into the appropriate departmental budget as part of the 2021 budget.

Environmental Impact

None

Strategic Plan Reference

- Achieve excellence in governance and service delivery.

Attachment (s)

None

Kim Berry

Prepared By: Kim Berry, HR Coordinator

Reviewed By: Janice Lavalley, C.A.O.



Date: October 26, 2021
To: Mayor Andy Mitchell and Council Members
From: Angela Chittick, Manager of Community & Corporate Services/Clerk
Subject: Correspondence Report
Status: For Direction and Information

Correspondence for Direction

Recommendation:

That the following items of correspondence be received for information and that staff proceed with the recommended direction therein:

1. Toronto Garlic Festival Association – Ontario Garlic Week

That correspondence from Peter McClusky, founder of the Toronto Garlic Festival regarding Ontario Garlic Week be received for information; and

That the Township of Selwyn recognize October 29th to November 7th as Ontario Garlic Week, and further will promote the event.

Correspondence for Information

Recommendation:

That the following items of correspondence be received for information:

2. AMCTO – Municipal Modernization Program and Internships
3. AMO Policy Update – Increased Staffing in Long-Term Care & Red Tape Reduction Bill
4. AMO Policy Update – Phase I Regulations of Conservation Authorities Act Released
5. Board of Health – October 13 Meeting Summary
6. Ministry of the Environment, Conservation and Parks – Regulations under the Conservation Authorities Act
7. Ministry of the Solicitor General – Community Safety Plan Update
8. Kawartha Chamber:
 - Awards of Excellence VIP Pre-Show
 - NewsFlash – October 12, 2021
 - NewsFlash – October 19, 2021

9. City of Peterborough – Response on Community Safety and Well-being Plan
10. Municipality of Grey Highlands – Lottery Licensing for Small Organizations
11. Municipality of Leamington – Long Term Care Homes
12. Township of Adelaide Metcalfe – Rural Infrastructure Projects
13. Township of Enniskillen – Cannabis Production & Processing
14. City of Vaughan – National Teen Driver Safety Week
15. Municipality of Trent Lakes – OHIP Eye Care
16. Enbridge - 2022 FCPP

Angela Chittick

Prepared By: Angela Chittick, Manager of Community
and Corporate Services/Clerk

Janice Lavalley

Reviewed By: Janice Lavalley, CAO

Selwyn Info

From: Brandie Mocha
Sent: October 19, 2021 1:26 PM
To: Selwyn Info
Subject: FW: Ontario Garlic Week - Supporting Food & Beverage

From: Peter McClusky <Peterm@torontogarlicfestival.ca>
 Date: 2021-10-18 4:07 PM (GMT-05:00)
 To: Andy Mitchell <amitchell@selwyntownship.ca>
 Cc: Anita Locke <alocke@selwyntownship.ca>, Donna Ballantyne <dballantyne@selwyntownship.ca>, Gerry Herron <gherron@selwyntownship.ca>, Sherry Senis <ssenis@selwyntownship.ca>
 Subject: Ontario Garlic Week - Supporting Food & Beverage

Dear Mayor Mitchell,
 We hope to include Selwyn food establishments and garlic farmers in Ontario Garlic Week. To make this happen we'd appreciate your assistance.

During Ontario Garlic Week (Oct 29 to Nov 7) restaurants from across Ontario including, hopefully, Selwyn, will create and sell a food or beverage item using Ontario grown garlic. There is no fee thanks to support from the Ontario Ministry of Tourism, Live Green Toronto and Pfenning's Organic Farms. Already, chefs, chocolatiers and even breweries (black garlic stout) are getting ready.

Summary:

- Inaugural Ontario Garlic Week runs from Friday Oct 29 to Sunday, Nov 7, 2021
- Food & Beverage establishments and crafts people across the province create and sell at least one garlic-inspired item from their location
- Food item must use Ontario grown garlic
- Sell via dine in/patio, take out, delivery, online
- Promotion of Ontario Garlic Week participants via radio, TV, print and social media, including Attractions Ontario, Global Morning Kingston, Edible Ottawa, Edible Toronto, CTV Your morning and many more to be confirmed through our publicist (GATPR)

Why are we doing this: While many garlic festivals and food events including Toronto Garlic Festival were not able to go on in 2021 we wanted to find a novel way to celebrate the Ontario garlic harvest and support the food and beverage industry. Ontario Garlic Week unites farmers and food producers wherever they are in an agro-tourism and cultural initiative, because (almost) everyone loves garlic!

Your assistance is requested:

1. Share the Ontario Garlic Week registration below with food establishments, crafts people and garlic farmers in your area
2. Share with your tourism and economic development people
3. Use hashtag #OntarioGarlicWeek in your social media

Info & Registration for food establishments, crafts people and farmers:

<https://torontogarlicfestival.ca/ontario-garlic-week-info-registration-for-establishments/>

If you have any questions please contact me 416 888 7829.

Thank you for your assistance.

PS. Remember to use hashtag #OntarioGarlicWeek

Peter McClusky
Founder
Toronto Garlic Festival
416 888 7829



October 12, 2021

The Honourable Doug Downey
Ministry of the Attorney General
McMurty-Scott Building, 720 Bay Street
Toronto, ON M7A 2S9

Dear Minister Downey:

Sent via email: attorneygeneral@ontario.ca

RE: Lottery Licensing to assist small organizations

The Council of the Municipality of Grey Highlands at its Council meeting on October 6th, 2021 passed the following resolution:

2021-677

Dane Nielsen - Aakash Desai

That in support of the original resolution from Tay Valley Township, the Council of the Municipality of Grey Highlands hereby requests staff to contact the Ministry responsible for the Alcohol and Gaming of Ontario to seek their assistance in implementing an additional level of licensing which would permit small organizations to hold fundraisers as a method of sustaining our community and organizations; and

That all municipalities in Ontario are sent this resolution to seek their assistance in lobbying the Ministry.

CARRIED.

Please let me know if you require anything further.

Sincerely,

A handwritten signature in cursive script that reads "Jerri-Lynn Levitt".

Jerri-Lynn Levitt
Deputy Clerk,
Municipality of Grey Highlands
519-986-2811 x. 230 levittj@greyhighlands.ca



Legislative Services
111 Erie Street North
Leamington, ON N8H 2Z9
519-326-5761
clerks@leamington.ca

October 8, 2021

To Whom it May Concern:

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, September 14, 2021 enacted the following resolution:

No. C-279-21

WHEREAS residents and staff at long-term care (LTC) homes have been disproportionately affected by COVID-19; and

WHEREAS in the first wave of the pandemic (March - July 2020) there were approximately 5,488 resident cases and 2,290 staff cases in Ontario and tragically 1,817 residents and seven staff lost their lives to this disease; and

WHEREAS on 15 April 2020, Premier Ford stated, “we will stop at nothing to protect those who cannot protect themselves. Today we are launching an all-out plan to fight COVID-19 in our long-term care homes. We will fortify the iron ring of protection around our long-term care residents and those who care for them. We’ll go further in our testing, screening, surveillance, targeting the homes facing outbreaks”; and

WHEREAS there have been approximately 9,417 resident cases and 4,217 staff cases in Ontario in the second wave (2 September 2020-16 February 2021) and 1,869 residents and three staff lost their lives, representing an increase of resident deaths from the first to second wave; and

WHEREAS for-profit LTC homes have seen a disproportionate incidence of care failing to meet the standard of the Long-Term Care Act, which states that “...a long-term care home is primarily the home of its residents and is to be operated so that it is a place where they may live with dignity and in security, safety and comfort and have their physical, psychological, social, spiritual and cultural needs adequately met”; and

WHEREAS the Canadian Armed Forces (CAF) report dated 20 May 2020 revealed conditions including inadequate staffing levels and training, limited medical supplies, unsafe medication administration, insufficient procedures to reduce the spread of

COVID-19, poor infection prevention and control standards of practice, deficiencies in infrastructure and significant concerns about standards of care including seniors calling out for help, rotting food, missed meals, seniors left in soiled diapers and linens and cockroach and bug infestations; and

WHEREAS similar conditions were found in the second wave, including ongoing shortages of qualified, trained staff, ineffective use of PPE to prevent COVID-19 transmission, violation of protocols and practices including one instance in which residents who had tested positive for COVID-19 had their door handles removed, physical distancing and isolation challenges from continuing to house several residents in ward rooms with a shared bathroom and ongoing infection prevention and control standard concerns, all problems that were not fixed after the recommendations of the CAF;

WHEREAS the Provincial Government has launched an independent commission to investigate COVID-19 spread within LTC homes, how residents, staff and families were impacted and the adequacy of measures taken by the province and other parties to prevent, isolate and contain the spread; and

WHEREAS the Association of Municipalities of Ontario (AMO) has provided a Board-approved submission, Improving the Long-Term Care Outbreak Response in Ontario: Submission to the Long-Term Care COVID-19 Commission, on 29 January 2021, outlining recommendations to the Commission on behalf of the municipal governments that operate 100 of the 626 long-term care homes in Ontario; and

WHEREAS AMO's submission puts forward 48 recommendations for action in both public and private long-term care homes across nine themes: Vision for Long-Term Care and Leadership Culture, Public Health and Safety, Planning and Communications, Staffing Measures, Care for Residents, Funding, Inspections - Enforcement and Compliance, and Mental Health and Well-Being; and

WHEREAS one of the key recommendations of the AMO submission is that the Ministry of Long-Term Care and Ministry of Health review the adequacy of infection prevention and control programs under the Long-Term Care Homes Act, 2007 in preventing and managing COVID-19 outbreaks, and to institute higher standards with increased funding to homes to implement these standards; and

WHEREAS the Canada Health Act's aim is to protect, promote and restore the physical and mental well-being of residents of Canada, and that the Federal Government provides health care funding to Provinces and Territories through the Canada Health Transfer; and

WHEREAS the Federal Government does not currently provide funding earmarked to support the LTC home sector, and;

WHEREAS the Federation of Canadian Municipalities (FCM) works with and advocates to the Federal Government to secure new tools and empower municipalities to build stronger communities; and

WHEREAS the operation of LTC homes is a municipal responsibility in Ontario but is of significance to the federal-municipal relationship.

NOW THEREFORE BE IT RESOLVED:

THAT Leamington Municipal Council endorses AMO's recommendations contained in its submission to the Long-Term Care COVID-19 Commission;

THAT Leamington Municipal Council strongly urges the Provincial Government to move forward with implementation of these recommendations, including instituting higher standards with increased funding to homes to implement those standards;

THAT Leamington Municipal Council advocate to the Federal Government to enhance federal health care funding to the Provinces and Territories, specifically dedicating funding to long- term care, and to undertake further efforts to protect, promote and restore the physical and mental well-being of long-term care residents in Canada;

THAT Leamington Municipal Council request the FCM to develop a policy and advocacy position on enhanced federal support for long-term care;

THAT this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Federal and Provincial Ministers of Health, and FCM for their immediate action and that a copy be sent to AMO, and Windsor-Essex Members of Parliament and Provincial Parliament for their information;

AND that a copy of this resolution be sent to all Ontario upper-tier and single-tier municipalities for their endorsement.

Carried

Dated today, the 8th day of October, 2021.

Brenda Percy

Signed with ConsignO Cloud (2021/10/12)
Verify with verifio.com or Adobe Reader.



Brenda Percy, Clerk

The Corporation of the Municipality of Leamington



TOWNSHIP OF ADELAIDE METCALFE

2340 Egremont Drive, Strathroy, ON N7G 3H6

T: 519-247-3687 F: 519-247-3411

www.adelaidemetcalfe.on.ca

October 8, 2021

Township of Scugog
181 Perry Street
PO Box 780
Port Perry, ON
L9L 1A7

ATTENTION: BECKY JAMIESON, DIRECTOR OF CORPORATE SERVICES/MUNICIPAL CLERK

**RE: SUPPORT OF RESOLUTION – FEDERAL AND PROVINCIAL FUNDING OF RURAL
INFRASTRUCTURE PROJECTS**

Please be advised that the Council of the Township of Adelaide Metcalfe, at the regular meeting of October 4, 2021, supported and passed The Township of Scugog resolution as follows.

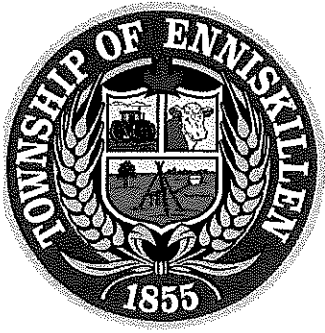
THAT the Province of Ontario and the Government of Canada be encouraged to provide more funding to rural municipalities to support infrastructure projects related to major bridge and culvert replacements.

CARRIED.

Kind regards,

A handwritten signature in black ink, appearing to read 'MB', followed by a horizontal line.

Mike Barnier
Manager of Legislative Services/Clerk



TOWNSHIP OF ENNISKILLEN
4465 Rokeby Line
Petrolia, Ontario
N0N 1R0
Phone (519) 882-2490
Fax (519) 882-3335

Duncan McTavish
Administrator-Clerk/Treasurer
Mike Cumming
Road Superintendent

October 5 2021

Minister of Health
Patti Hajdu
House of Commons
Ottawa ON K1A 0A6

Re: Cannabis Act

Dear Minister:

At the regular meeting of the Council of the Township of Enniskillen of October 4 2021 the following resolution was endorsed:

As the Council of the Corporation of the Township of Enniskillen through a resolution January, 2021 had enacted an Interim Control Bylaw to undertake a review of land use policies related to Cannabis Production & Processing Facilities.

The Township of Enniskillen is considered rural with several settlement areas and is primarily zoned Agricultural and has endured the placement of a cannabis facility in our township since the inception of the *Cannabis Act* with little or no compliance, enforcement or oversight from Health Canada. Furthermore, dealing with the enforcement of nuisances such as odour, lights and noise and having only one recourse which is an appeal to the *Normal Farm Practices Protection Board*. This process is costly, lengthy and, in the meantime, causes negative impacts on neighbouring homeowners and unsatisfactory living conditions with the end results costing ALL of the ratepayers of this municipality.

And Whereas correspondence from Health Canada has stated that licenses have regulatory requirements for producers and Health Canada has a range of enforcement tools at its disposal to verify compliance including regular inspections of license holders. This has been proven ineffective in our municipality with both *medicinal and recreational licensed cannabis*. Health Canada also encouraged to immediately contact our local law enforcement should we suspect illegal activity in our community. Enniskillen, as well as municipalities all across Ontario have incurred extraordinary expenses due to this "encouragement" as the only alternative.

And Whereas with the establishment of cannabis growing operations, and lights, odours and noise are not being properly regulated, and being left up to municipalities to shoulder these concerns, and Health Canada controls the regulations for cannabis growing operations.

THEREFORE, BE IT RESOLVED the Council of the Township of Enniskillen enacts the following:

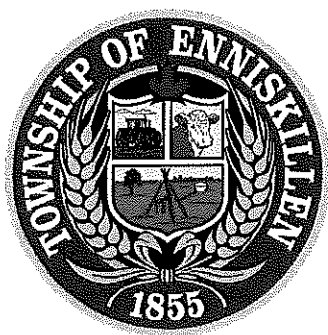
- ***that Health Canada research more fully when AND before an applicant is issued a license for either medicinal or recreational cannabis***
- ***AND notification and/or communication be given to the appropriate municipality***
- ***AND that regular inspections of these facilities should be MANDATORY to verify compliance by license holders***
- ***AND upon complaints received by Health Canada online reporting should trigger an unannounced inspection.***
- ***AND a comprehensive study of the Cannabis Act be undertaken as many Ontario municipalities have encountered problems.***

AND That copies of this resolution be forwarded to **ALL** Ontario municipalities, and the following:

Federal Minister of Health –
Provincial Minister of Health – Hon. Christine Elliott
Minister of Municipal Affairs & Housing – Hon. Steve Clark
Sarnia-Lambton-Kent MP – Marilyn Gladu
Sarnia-Lambton-Kent MPP – Bob Bailey
London West MPP - Peter Fragiskatos

Yours truly,


Duncan McTavish
Clerk



TOWNSHIP OF ENNISKILLEN
4465 Rokeby Line
Petrolia, Ontario
N0N 1R0
Phone (519) 882-2490
Fax (519) 882-3335

Duncan McTavish
Administrator-Clerk/Treasurer
Mike Cumming
Road Superintendent

October 5 2021

Hon Lisa Thompson
Minister of Agriculture, Food & Rural Affairs
1 Stone Road West
Guelph ON
N1G 4YZ

Dear Minister,

Re: Cannabis Resolution-Township of Enniskillen

At the regular meeting of the Council of the Township of Enniskillen of October 4 2021 the following resolution was endorsed:

As the Council of the Corporation of the Township of Enniskillen through a resolution January, 2021 had enacted an Interim Control Bylaw to undertake a review of land use policies related to Cannabis Production & Processing Facilities.

And Whereas the Township of Enniskillen is considered rural with several settlement areas and is primarily zoned Agricultural and has endured the placement of a cannabis facility in our township since the inception of the *Cannabis Act* with little or no compliance, enforcement or oversight from Health Canada. Furthermore, dealing with the enforcement of nuisances such as odour, lights and noise on the shoulders of the ratepayers of this municipality, with the only recourse being an appeal to the *Normal Farm Practices Protection Board or LPAT*. These processes are both costly and lengthy and, in the meantime, causes negative impacts on neighbouring homeowners and unsatisfactory living conditions.

And Whereas Ministry of Agriculture, Food and Rural Affairs stated Dec 20, 2019 "The ministry recognize the broader concerns raised about the potential for nuisance impacts with the expansion of federally licensed and registered cannabis operations in the province. We also recognize the need for research to inform control measures and effective planning." We are still waiting for this research.

And Whereas the Minister also recommended townships have "tools under the Planning Act and Municipal Act to set siting requirements providing the Provincial Policy Statement 2014 is followed." The "tools" as such consist of Official Plans and Zoning Bylaws. Many municipalities have tried to use these tools effectively only to be slammed with appeals to LPAT and NFFPP at huge expense. Many of the surrounding municipalities have allowed cannabis facilities to be situated only in Industrial/Commercial Zones. For those allowing these facilities in Agriculturally zoned, there are required setbacks. However, our experience has shown the setbacks to be too small and of little assistance to neighbours as far as nuisance complaints.

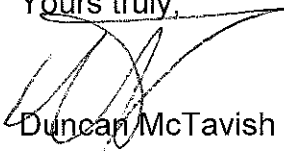
And Whereas the Minister of Agriculture, Food and Rural Affairs has stated cannabis is an agricultural product with little regard to the PPS. Provincial Policy Statement must be read in its entirety and make reference to *Part IV: Vision for Ontario's Land Use Planning System* – “The Province’s natural heritage resources, water resources, including the Great Lakes, agricultural resources, mineral resources, and cultural heritage and archaeological resources provide important environmental, economic, and social benefits., The wise use and management of these resources over the long term is

a key provincial interest. The province must ensure that its resources are managed in a sustainable way to conserve biodiversity, protect essential ecological processes and public health and safety, provide for **the production of food, fur and fiber**, minimize environmental and social impacts, provide for recreational opportunities (e.g. fishing, hunting and hiking) and meet its long-term needs.” This statement explicitly identifies **food, fur and fiber** and this reference sets the playing field for Agricultural Resources. Cannabis is neither food, fur nor fiber.

Now therefore, the Council of the Township of Enniskillen enacts the following:

- That Minister of Agriculture and Rural Affairs re-evaluate their position that cannabis is **not** an agricultural product such as food, fur and fiber but is in-fact Industrial/Commercial in nature;
- That Minister of Agriculture and Rural Affairs support all Ontario municipalities to be able to determine appropriate setbacks in Zoning Bylaws as appropriate for their municipality for the placement of cannabis facilities within their Official Plan knowing full well that one size does not fit all;
- That copies of this resolution be forwarded to **ALL** Ontario municipalities, and the following:
Federal Minister of Agriculture & Rural Affairs – Hon. Marie-Claude Bibeau
Provincial Minister of Agriculture & Rural Affairs – Hon. Lisa Thompson
Minister of Municipal Affairs & Housing – Hon. Steve Clark
Sarnia-Lambton-Kent MP – Marilyn Gladu
Sarnia-Lambton-Kent MPP – Bob Bailey
London West MPP - Peter Fragiskatos

Yours truly,


Duncan McTavish
Clerk

Selwyn Info

From: Clerks@vaughan.ca
Sent: October 19, 2021 3:09 PM
To: Selwyn Info
Subject: Item 32, Committee of the Whole Report No. 39, September 27, 2021

October 19, 2021

Sent on behalf of Todd Coles, City Clerk

Angela Chittick
Manager of Community & Corporate Services/Clerk
Township of Selwyn
P.O. Box 270
Bridgenorth, ON K0L 1H0

Dear Angela Chittick:

**RE: ENDORSING NATIONAL TEEN DRIVER SAFETY WEEK AND REQUESTING THE
MINISTRY OF TRANSPORTATION TO REVIEW MEASURES IMPACTING NEWLY
LICENSED DRIVERS**

[Linked](#) for your information is **Item 32, Report No. 39**, of the Committee of the Whole regarding the above-noted matter, which was adopted without amendment by the Council of the City of Vaughan at its meeting of September 27, 2021.

I draw your attention to the Resolution recommendation, as follows:

3. *That the City Clerk forward a copy of this resolution to the Premier, the Minister of Transportation, the Minister of Municipal Affairs and Housing, all municipalities in Ontario, the York Regional Police, the Ontario Safety League, the Ontario Association of Chiefs of Police, and Parachute.*

If the above link does not work, please refer to the following [Post-Agenda page](#), and locate the item accordingly.

For your information, the resolution previously submitted by Councillor Sandra Yeung Racco regarding "RAISING THE LEGAL AGE FOR A LICENSED DRIVER FROM 16 TO 18" in June 2021 was deferred to the Committee of the Whole meeting in September. At its meeting of September 27, 2021, Council resolved to receive the resolution and no further action be taken.

To assist us in responding to inquiries, please quote the item and report number.

For inquiries, please reply to clerks@vaughan.ca.

Sincerely,



Todd Coles
City Clerk

Attachment:
[Extract](#) (linked)

TC/fl

This e-mail, including any attachment(s), may be confidential and is intended solely for the attention and information of the named addressee(s). If you are not the intended recipient or have received this message in error, please notify me immediately by return e-mail and permanently delete the original transmission from your computer, including any attachment(s). Any unauthorized distribution, disclosure or copying of this message and attachment(s) by anyone other than the recipient is strictly prohibited.



THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE
69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1L0
PH: 705-643-2158 FAX: 705-643-2311
LARDERLAKE.CA

October 19, 2021

To: Premier Doug Ford – doug.fordco@pc.ola.org
MPP John Vanthof - jvanthof-co@ndp.on.ca
Ontario Minister of Health Christine Elliott – christine.elliott@pc.ola.org
Ontario Association of Optometrists – oaoinfo@optom.on.ca

Re: OHIP Eye Care Resolution R2021-425

Please be advised that on September 28, 2021, the Township of Larder Lake Council passed a motion to support the Municipality of Trent Lakes regarding a request to the provincial government to recognize the value that access to quality eye care brings to all Ontarians and to act now to protect it and that the provincial government address the OHIP-insured eye care immediately and to enter into legally-binding negotiations with Ontario Optometrists to fund these services.

Motion 4

Moved by Councillor Paul Kelly, Seconded by Councillor Tom Armstrong.

THAT, Council hereby supports item 6.1 of letters and communications from the Municipality of Trent Lakes regarding a request to the provincial government to recognize the value that access to quality eye care brings to all Ontarians and to act now to protect it; And

FURTHER, that the provincial government address the OHIP-insured eye care immediately and enter into legally-binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place; And

FURTHER, that a copy of this resolution be forwarded to Premier Doug Ford, Ontario Minister of Health Christine Elliot, MPP John Vanthof, the Ontario Association of Optometrists, and to all municipalities in Ontario.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email crystallabbe@larderlake.ca

Sincerely,

A handwritten signature in cursive script, appearing to read 'Crystal Labbe'.

Crystal Labbe, CAO
cc: Ontario Municipalities

THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 Fourth Avenue, Larder Lake, ON

Phone: 705-643-2158 Fax: 705-643-2311



MOVED BY:

☐ Thomas Armstrong
☐ Patricia Hull
☒ Paul Kelly
☐ Lynne Paquette

SECONDED BY:

☒ Thomas Armstrong
☐ Patricia Hull
☐ Paul Kelly
☐ Lynne Paquette

Motion #: 4

Resolution #:

Date: September 28, 2021

THAT, Council hereby supports item 6.1 of letters and communications from the Municipality of Trent Lakes regarding a request to the provincial government to recognize the value that access to quality eye care brings to all Ontarians and to act now to protect it; And

FURTHER, that the provincial government address the OHIP-insured eye care immediately and enter into legally-binding negotiations with Ontario Optometrists to fund these services at least to the cost of delivery, prior to any job action taking place; And

FURTHER, that a copy of this resolution be forwarded to Premier Doug Ford, Ontario Minister of Health Christine Elliot, MPP John Vanthof, the Ontario Association of Optometrists, and to all municipalities in Ontario.

Recorded vote requested: ☐

	For	Against
Tom Armstrong	✓	
Patricia Hull	✓	
Paul Kelly	✓	
Lynne Paquette	✓	
Patty Quinn	✓	

I declare this motion

<input checked="" type="checkbox"/> Carried
<input type="checkbox"/> Lost / Defeated
<input type="checkbox"/> Deferred to: _____ (enter date)
Because:
<input type="checkbox"/> Referred to: _____ (enter body)
Expected response: _____ (enter date)

Disclosure of Pecuniary Interest*

Chair:

A handwritten signature in black ink, appearing to be 'P. Kelly', is written over a horizontal line.

*Disclosed his/her (their) interest(s), abstained from discussion and did not vote on this question.

6. a) 16.

Enbridge Gas Inc. has applied to raise its natural gas rates effective April 1, 2022, to recover costs associated with the federal government's *Greenhouse Gas Pollution Pricing Act*, and to recover certain related account balances and other changes.

Learn more. Have your say.

Enbridge Gas Inc. (Enbridge Gas) has applied to the Ontario Energy Board for approval to increase its rates effective April 1, 2022, to recover the costs associated with meeting its obligations under the federal government's *Greenhouse Gas Pollution Pricing Act*. Enbridge Gas has also applied to recover from customers the balances in the related deferral and variance accounts as well as making changes to those accounts to recognize the change from the federal Output-Based Pricing System to the provincial Emissions Performance Standards.

The *Greenhouse Gas Pollution Pricing Act* establishes a carbon pricing program under which a natural gas utility in Ontario, such as Enbridge Gas, is required to pay a carbon charge to the federal government for emissions from the natural gas that it delivers to its customers, and for excess emissions from the operation of Enbridge Gas's natural gas distribution system. The federal carbon charge came into effect on April 1, 2019, increased on April 1, 2020 and on April 1, 2021, and will increase again on April 1, 2022.

Enbridge Gas Inc. says that if its application is approved as filed, it will have the following bill impacts:

- A typical residential customer in the EGD rate zone (former customers of Enbridge Gas Distribution Inc.) will see a bill increase of \$47.81 beginning April 1, 2022. This is composed of a \$47.05 yearly bill increase arising from the 2022 carbon charges, plus a one-time charge of \$0.76, to recover the balances in the related deferral and variance accounts.
- A typical residential customer in the Union South rate zone (former customers of Union Gas Limited), will see a bill increase of \$43.41 beginning April 1, 2022. This is composed of a \$43.14 yearly bill increase from the 2022 carbon charges, plus a one-time charge of \$0.27, to recover the balances in the related deferral and variance accounts.
- A typical residential customer in the Union North rate zone (former customers of Union Gas Limited), will see a bill increase of \$43.48 beginning April 1, 2022. This is composed of a \$43.14 yearly bill increase from the 2022 carbon charges, plus a one-time charge of \$0.34, to recover the balances in the related deferral and variance accounts.

Other customers, including businesses, may be affected.

THE ONTARIO ENERGY BOARD WILL HOLD A PUBLIC HEARING

The Ontario Energy Board (OEB) will hold a public hearing to consider the application filed by Enbridge Gas. During the hearing, which could be an oral or written hearing, we will question Enbridge Gas on its application. We will also hear questions and arguments from individuals that have registered to participate (called intervenors) in the OEB's hearing.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

BE INFORMED AND HAVE YOUR SAY

You have the right to information regarding this application and to be involved in the process.

- You can review Enbridge Gas's application on the OEB's website now
- You can file a letter with your comments, which will be considered during the hearing
- You can become an intervenor. As an intervenor you can ask questions about Enbridge Gas's application and make arguments on whether the OEB should approve Enbridge Gas's request. Apply by **November 5, 2021** or the hearing will go ahead without you and you will not receive any further notice of the proceeding
- At the end of the process, you can review the OEB's decision and its reasons on our website

LEARN MORE

Our file number for this case is **EB-2021-0209**. To learn more about this hearing, find instructions on how to file a letter with your comments or become an intervenor, or to access any document related to this case, please enter the file number **EB-2021-0209** on the OEB website: www.oeb.ca/participate. You can also phone our Public Information Centre at 1-877-632-2727 with any questions.

ORAL VS. WRITTEN HEARINGS

There are two types of OEB hearings – oral and written. Enbridge Gas has applied for a written hearing. The OEB will determine at a later date whether to proceed by way of a written or oral hearing. If you think an oral hearing is needed, you can write to the OEB to explain why by **November 5, 2021**.

PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. However, your personal telephone number, home address and email address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.

This rate hearing will be held under section 36 of the Ontario Energy Board Act, 1998, S.O. 1998, c.15 Schedule B.



Ontario
Energy
Board | Commission
de l'énergie
de l'Ontario



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October 18, 2021

Advocacy Update: Municipal Modernization Program and Internships

As some of you may be aware, from 2008-2015 AMCTO facilitated the Municipal Management Internship Program (MMIP) in partnership with the Ministry of Municipal Affairs and Housing (MMAH). We are proud to have led this unique program that has served to establish many of our members and fellow municipal professionals in their respective careers. It is through this program that we have seen the value of internships as a way to empower future generations of municipal leaders.

*“It’s no exaggeration for me to say
that I wouldn’t be where I am today
without the Municipal Management
Internship Program.”*

– Karen Martin, Director of Corporate Services,
Township of Zorra

We have continued to advocate for the re-instatement of a permanent and sustainable MMIP supported by the MMAH and administered by AMCTO, and will continue to do so as part of our mission to strengthen and support the capabilities and performance of municipal professionals. However, in the interim, and in recognition of Local Government Week, we want to highlight an opportunity that exists for municipalities through the government's Municipal Modernization Program (MMP).

Intake 3 of the MMP is available for Ontario's 405 small and rural municipalities to assist in modernizing service delivery. Under this funding stream, municipalities can hire a temporary intern to support various projects with the goal of improving overall organizational and service delivery efficiencies. Last month, we sent a [letter](#) to all municipal Chief Administrative Officers to promote this opportunity and encourage municipalities to engage new professionals in the sector. So far, we have received positive responses from municipalities that are eager to have additional support and excited to work with inspiring new talent. **The intake is open now for eligible municipalities with Expressions of Interest due tomorrow, October 19th.** For those that have already submitted their EOI, there could be an opportunity for those successful applicants to design their project to use an intern. Members are encouraged to contact their Municipal Advisor at the Ministry of Municipal Affairs and Housing for more information.

To further demonstrate our commitment to skill and capacity building within the sector, we are also offering a 50% reduction in the cost of internship job postings on our [Job Board](#). For more information on this, please contact [Kathleen Barrett](#).

The MMIP is still an advocacy priority for AMCTO and we continue to take advantage of every opportunity to support municipalities in their succession planning efforts to bring new talent to the municipal sector.

We look forward to continuing to advocate for the return of the MMIP and in the meantime, promoting the important work of our members and the value of local government services.

On behalf of the Association, happy Local Government Week and thank you for the work that you do to serve our communities!

Sincerely,

A handwritten signature in dark ink, appearing to read 'David Arbuckle', with a stylized flourish at the end.

David Arbuckle, MPA
Executive Director, AMCTO

For more details on how you can support our advocacy efforts, please contact:

Alana Del Greco

Manager, Policy & Government Relations

adelgreco@amcto.com

Charlotte Caza

Policy Advisor

ccaaza@amcto.com

October 7, 2021

AMO Policy Update – Increased Staffing in Long-Term Care & Red Tape Reduction Bill

Ontario Taking Action to Increase Staffing in LTC

Yesterday, the Ontario government has [announced](#) that they will provide up to \$270 million this year to long-term care homes to increase staffing levels by 4,050 new long-term care staff across the province. This funding will increase the daily average hours of care to three hours per resident per day, by the end of this fiscal year. It also includes \$42.8 million provided to homes to increase care by allied health professionals by 10% this year. This funding is part of the province's \$4.9 billion commitment to hire more than 27,000 long-term care staff over four years and ensure that residents receive on average four hours of direct care per day by 2024-25. The Minister of Long-Term Care also announced the government intends to bring forward legislation that will enshrine its commitment to four hours of care into law.

In the coming days, homes will also be receiving allocations for the additional funding up to 2024-25 to assist them in planning future staffing needs to meet the new care requirements. The province also announced the launch of a \$10 million annual fund to support ongoing professional development opportunities in long-term care, through the Supporting Professional Growth Fund.

The Province Releases Fall Red Tape Bill

Today the Province [announced](#) Ontario's Fall Red Tape Reduction Package and introduced the [Supporting People and Businesses Act, 2021](#). If passed, the Act would make a variety of changes across 15 different Ministries. The legislation has not been posted at the time of writing, but below is a list of sections that municipal governments should be aware of:

Canada Infrastructure Bank Low-interest Municipal Loans

The provincial government is amending the *Municipal Act* and the *City of Toronto Act* to allow municipalities to enter into special conditional long-term loan agreements with the Canada Infrastructure Bank (CIB) which could support revenue-generating projects such as electric bus acquisition with access to low-interest loans from the CIB.

Cannabis Delivery and Curbside Pick-Up

The Bill proposes amendments to the *Cannabis Licence Act*, the *Cannabis Control Act*, and the *Ontario Cannabis Retail Corporation Act* to allow cannabis retailers to provide curbside pick-up and delivery services on a permanent basis. Previously, these distribution options were allowed to support physical distancing.

Cargo Bikes

The Ministry of Transportation is developing a pilot project for large electric-assist and non-electric cycles that municipalities could offer to support mobility, tourism and economic growth while maintaining road safety.

Consolidating Government Transfer Payments

The government is moving towards a new system for transfer payment recipients, including municipalities and District Social Service Administration Boards who receive government funding through agreements to provide services and goods to the public. The intent is to provide a seamless user experience, reducing their administrative burden and freeing up more time to deliver key services to people in Ontario. The system is called the Transfer Payment Ontario system (TPON).

Employment Services

The government is integrating employment programs from social assistance, such as municipally run Ontario Works Employment Assistance and the provincially run Ontario Disability Support Program Employment Supports, into Employment Ontario and expanding these changes province-wide. Service system managers for employment services are being selected based through a competitive process open to any public, not-for-profit, or private-sector organization. Municipal governments are eligible to apply.

Enhancing Government Productivity through Digital Tools

The government is implementing digital productivity tools such as eSignatures, eApprovals, Binder Browser and OPSdocs to make it faster and more convenient for people and businesses to interact with the government. This suite of digital office business tools will make the government's back-office work more secure, cost-effective, and efficient so decisions can be made sooner and services can be delivered more quickly.

Environmental Approvals & Changes to Transparency

The Ministry of the Environment, Conservation and Parks is proposing to allow businesses the option to consolidate environmental permissions for the same facility into a single approval, provided they follow all the same environmental protections and compliance conditions. A minor amendment to the *Environmental Assessment Act* (EA) around the Class EA process is included, as is proposals to streamline

environmental permissions for projects and activities where environmental risks are low and simplifying environmental compliance approvals.

Additional changes are proposed to hazardous and special product exclusions, audit requirements for tires, and transparency around the Resource Productivity and Recovery Authority (RPRA) are also proposed and staff will review these proposals in more detail.

Fee Elimination for Police Records Checks for Volunteers

The Red Tape Reduction Bill includes amendments to the *Police Record Check Reform Act*, the *Supporting Volunteers Under the Police Record Check Reform Act* and changes to regulations under the *Municipal Act* and *City of Toronto Act* which eliminate the ability for police services to charge fees for volunteer Criminal Record Checks and Criminal Records and Judicial Matters Checks and provide up to five copies to prospective volunteers. AMO understands that the Ministry of the Solicitor General expects that this will reduce barriers to volunteerism in Ontario communities.

Liquor Licensing Act

Changes proposed in the Bill allow the government to make regulations to allow restaurant and bar patio extensions without application to the registrar of the AGCO for approval. The changes would make permanent the changes to allow patio extensions that were put in place to allow physical distancing during the pandemic. AMO understands that municipal governments will have the flexibility to put in place requirements and approvals as necessary to ensure extensions meet local needs and interests. If passed, these changes should support hospitality businesses to provide safer spaces for liquor and food consumption.

Public Pools: Amendments to R.R.O. 1990, Reg.565

The Ministry of Health is proposing amendments to this regulation under the *Health Protection and Promotion Act* to enhance efficiency and make it more flexible for pool operators to comply with safety and water chemistry requirements while maintaining public health and safety in aquatic environments. These proposed amendments are to make an attendant optional at certain public wading pools with water depths of 15cm or less and setting water chemistry in line with current scientific evidence and best practices.

AMO understands that these proposed changes will allow for greater local flexibility and options for municipalities. Consultation on this proposed regulation is open to November 22, 2021, and more details can be found here:

<https://www.ontariocanada.com/registry/view.do?postingId=39199&language=en>

Streamline Planning Approvals: More Municipal Tools

The proposed changes would help streamline the planning system and, in some cases, help expedite approval timelines by providing municipal councils with greater authority in deciding what planning decisions can be made by committees of council or staff. This authority can be delegated by councils if they so choose.

AMO will continue to provide updates as needed once the legislation has been posted.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

October 12, 2021

AMO Policy Update – Phase I Regulations of *Conservation Authorities Act* Released

On Thursday, October 7th the Province [filed](#) three new regulations under the [Conservation Authorities Act](#) to implement the changes that were required by [Bill 229](#), the *Protect, Support and Recover from COVID-19 Act (Budget Measures)*, 2020.

The three regulations are described below:

1. **[Mandatory Programs and Services \(O. Reg 686/21\)](#)**: prescribes the mandatory programs and services conservation authorities (CAs) would be required to provide, including core watershed-based resource management strategies. The regulation comes into effect January 1, 2022.
2. **[Transition Plans and Agreements for Programs and Services \(O. Reg 687/21\)](#)**: requires each CA to have a 'transition plan' that outlines the steps to be taken to develop an inventory of programs and services and to enter into agreements with participating municipalities to fund non-mandatory programs and services through municipal funding. It also establishes the transition period to enter into those agreements. The regulation came into effect on October 1, 2021.
3. **[Rules of Conduct in Conservation Areas \(O. Reg 688/21\)](#)**: consolidates the current individual CA 'Conservation Area' regulations under S. 29 of the *Conservation Authorities Act* into one Minister's regulation that regulates the public use of CA owned land. This regulation will come into effect when the unproclaimed provisions of Part VI and VII of the *Conservation Authorities Act* that deal with development permissions come into effect.

AMO is pleased to see these regulations moving forward. Now that O.Reg 687/21 is in effect, municipal governments are encouraged to start having conversations with the CA(s) in their area as soon as possible. This will ensure that CAs are aware of the municipal budget process, goals and timelines, and enable CAs to create a workplan by the end of 2021.

More information on the specific changes and next steps will be provided by AMO in the coming weeks.

AMO's [COVID-19 Resources](#) page is being updated continually so you can find critical information in one place. Please send any of your municipally related pandemic questions to covid19@amo.on.ca.

October 13 – Board of Health Summary

Written by [Comms Team](#), October 15, 2021

Introduction of Dr. Ian Gemmill, Acting Medical Officer of Health

Board of Health Chair Andy Mitchell introduced Dr. Ian Gemmill, acting Medical Officer of Health, who attended the meeting remotely. Dr. Gemmill is regularly in touch with PPH staff to support the COVID-19 response and other public health matters as they arise.

COVID-19 Update

Donna Churipuy, Director of Public Health Programs, shared the latest data regarding local COVID-19 cases and close contacts. On average there are 10.9 close contacts per case, which is higher than earlier in the pandemic, as well as a trend indicating younger residents are becoming infected more often (since they remain unvaccinated). PPH's current case incidence rate at 32 cases per 100,000 is lower than the provincial rate of 50 cases per 100,000. From the period of December 14, 2020 to September 18, 2021, over 90% of all local cases are in unvaccinated residents, 7.4% are partially vaccinated and 2.2% represent breakthrough cases (fully vaccinated). The local number of breakthrough cases is similar in proportion to provincial rates. Local vaccination rates have reached 86% of all eligible residents with one dose, and 82% have two doses. Planning is underway to address need to vaccinate our local population on many fronts, including continued COVID-19 vaccination, influenza, Grade 7 vaccinations (HPV, meningococcal disease and Hepatitis A) and other routine immunizations. Third COVID-19 doses are now authorized for seniors in congregate living settings (including retirement homes) and other individuals with high-risk health conditions. The National Advisory Committee on Immunization recommends co-administration of COVID-19 and

influenza vaccines. There are presently 34 open investigations in response to complaints regarding non-compliance of proof of vaccination requirements. Local establishments charged with noncompliance are disclosed on the PPH website [here](#).

Food For Kids Student Nutrition Programs – Annual Report 2020-2021

The Board reviewed the latest achievements of [Food For Kids](#), our local Student Nutrition Program (SNP). Prior to the pandemic, data showed that 30% of households with children under the age of 18 in the County and City of Peterborough experienced food insecurity compared to 15.5% in Ontario. While more recent local data is not available, it is known that the COVID-19 pandemic has resulted in many Canadians experiencing income loss, and the rate of food insecurity has risen (39% increase compared to 2017-2018 Canadian Community Health Survey, where 10% of households experience food insecurity). SNPs such as Food for Kids adopt a universal approach by providing all students with the opportunity to participate, regardless of socioeconomic status. This reduces stigma and discrimination, and supports Food for Kids' philosophy that all students deserve the opportunity to arrive at school ready to learn. In 2020-2021, a total of 18,710 local students had access to programs in 50 schools throughout the City and County. Last year, and when schools closed, Food for Kids continued to work with community partners to help feed hungry students. School food boxes with local produce and cheese fed at-school learners. Vulnerable families of school-age children received food baskets for at-home learners, grocery gift cards and fresh produce boxes. The full Food For Kids 2020-2021 Annual Report can be found [here](#).

Healthcare Worker Influenza Immunization Vaccination Rates 2020-2021

Influenza transmission and outbreaks in hospitals and long-term care homes (LTCHs) are well documented and can result in significant patient, resident and staff morbidity and mortality. These outbreaks can affect staffing and bed availability, thereby interfering with patient care and patient flow. The increased risk of influenza to residents

and patients in these facilities is related to their advanced age and underlying health problems, as well as the settings in which they are cared for in close proximity to a range of healthcare workers (HCWs). HCWs can acquire influenza from patients/residents, and the community, and then may readily transmit infection to other patients/residents, other HCWs and their family members. Influenza immunization is identified as the most effective way to prevent the spread of the virus, and immunization of HCWs protects patients/residents. Lower rates of HCW immunization have been associated with increased rates of hospital-acquired influenza. Influenza immunization of health care workers protects the patients/residents they care for as well as themselves, who may be at greater risk due to the settings in which they work. The Ministries of Health and Long-Term Care require reporting of influenza vaccine coverage rates for staff from hospitals and long-term care homes to Boards of Health. The staff immunization coverage rates were collected as of February 1, 2021 and are available in the [online Board of Health meeting package](#) on page 45. The median vaccination rate of all long-term care homes was 87.2%, up 5.1% from the previous year. Influenza vaccination rates among staff at the Peterborough Regional Health Centre also increased from last year, up 3.4% to 84.5%.

Next meeting:

The Board of Health will gather again in accordance to current public health guidelines on **Wednesday, November 10, 2021 at 5:30 p.m.** in Jackson Square, located at 159 King St., Peterborough.

A list of Board of Health meeting dates and locations can be found [here](#).

**Ministry of the Environment,
Conservation and Parks**Conservation and Source Protection
Branch14th Floor

40 St. Clair Ave. West

Toronto ON M4V 1M2

**Ministère de l'Environnement, de la
Protection de la nature et des Parcs**Direction de la protection de la nature
et des sources14^e étage

40, avenue St. Clair Ouest

Toronto (Ontario) M4V 1M2



Good afternoon:

As part of Ontario's efforts to implement amendments to the *Conservation Authorities Act* made in 2019/2020 to ensure that conservation authorities focus and deliver on their mandates of protecting people and property from flooding and other natural hazards, and conserving natural resources, three (3) new regulations have been made under the *Conservation Authorities Act*.

- Ontario Regulation 686/21: Mandatory Programs and Services. This regulation prescribes the mandatory programs and services conservation authorities would be required to provide, including core watershed-based resource management strategies.
- Ontario Regulation 687/21: Transition Plans and Agreements for Programs and Services Under Section 21.1.2 of the Act. This regulation requires each authority to have a 'transition plan' that would outline the steps to be taken to develop an inventory of programs and services and to enter into agreements with participating municipalities to fund non-mandatory programs and services through a municipal levy, among other things. It also establishes the transition period to enter into those agreements.
- Ontario Regulation 688/21: Rules of Conduct in Conservation Areas. This regulation consolidates the current individual conservation authority 'Conservation Area' regulations made under Section 29 of the *Conservation Authorities Act* into one Minister's regulation that regulates the public use of authority owned land.

The new regulations will focus conservation authorities on their core mandate by prescribing mandatory programs and services they must provide, giving municipalities greater control over which conservation authority non-mandatory programs and services they will fund, and will consolidate "conservation areas" regulations. A decision notice is available on the Environmental Registry of Ontario ([notice number 019-2986](#)).

The regulations reflect extensive comments received on the regulatory proposals posted on the Environmental Registry of Ontario for 45 days from May 13, 2021 until June 27, 2021. We received 444 submissions from municipalities, conservation authorities, Indigenous communities and organizations, environmental non-government organizations, community groups, industry, agricultural sector, and individuals. We also held 3 webinars with ministry staff in which over 500 people attended. All the feedback

received during the consultation period was considered, and the final regulations were modified based on this feedback as follows:

- We extended the timeline that conservation authorities must complete the transition to the new funding framework to January 1, 2024.
- We clarified the requirements for municipal involvement in the preparation of the inventory of programs and services.
- We added the requirement for conservation authorities to provide costing information (e.g. total costs for the last 5 years) to deliver all mandatory and non-mandatory programs and services.
- We included low-maintenance passive recreation like trails, day use parks and picnicking areas in the list of mandatory programs and services.
- We provided an extended timeline for specific deliverables (i.e. core watershed-based resource management strategy) under the mandatory programs and services regulation (i.e. to be completed on or before December 31, 2024).
- We removed the requirement for conservation authorities to have community advisory boards (they will continue to be optional for conservation authorities). For clarity, conservation authorities will still have the opportunity for an agriculture representative to be appointed by the Minister.

These regulations will improve conservation and land management efforts, strengthen Ontario's resilience to climate change, ensure continued access to safe drinking water, protect people and property from extreme weather events like flooding, drought, and erosion, and most importantly protect the environment.

Thank you again for your input. You can reach the ministry at ca.office@ontario.ca if you have any questions. The Ministry will also be organizing webinars to answer technical questions in October. I look forward to continuing to work with you to ensure conservation authorities are in the best position to deliver on their core mandate.

Sincerely,

Kirsten Corrigan
Director, Conservation and Source Protection Branch

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor
 Toronto ON M7A 1Y6
 Tel: 416 326-5000
 Toll Free: 1-866-517-0571
 SOLGEN.Correspondence@ontario.ca

Solliciteur général

Bureau du solliciteur général

25, rue Grosvenor, 18^e étage
 Toronto ON M7A 1Y6
 Tél. : 416 326-5000
 Sans frais : 1-866-517-0571
 SOLGEN.Correspondence@ontario.ca



132-2021-4188

By email

October 14, 2021

Dear Head of Council/Chief Administrative Officer/Municipal Clerk:

On behalf of the Ministry of the Solicitor General, I want to thank all municipalities, together with their multi-sectoral partners, that have taken steps towards developing, adopting and implementing their local community safety and well-being (CSWB) plans.

As you know, the ministry extended the deadline for the completion and adoption of CSWB plans to July 1, 2021, to provide municipalities with an additional six months from the original deadline of January 1, 2021. Since then, we have received an overwhelming response from municipalities regarding their CSWB planning progress. This includes the submission of completed and interim plans and status updates. To date, of the 372 municipalities required to prepare and adopt a CSWB plan, 95 per cent (356 municipalities) have plans that are completed or in progress.

The development and completion of these plans demonstrates municipal leadership and commitment to proactively addressing crime and complex social issues facing your communities. Municipalities are best positioned to work with local partners to develop effective community strategies and programs and create sustainable communities that respond to local needs and conditions.

At this time, we are encouraging municipalities who have not already done so, to please submit their completed CSWB plan or provide an update on their CSWB planning status to the ministry via the following email address: SOLGEN.Correspondence@ontario.ca. Additionally, as a reminder, municipalities are required to publish their completed plans online within 30 days of adoption.

As you may be aware, under the *Police Services Act*, the Solicitor General has the power to enforce the CSWB planning requirements by appointing a CSWB planner to any municipalities that repeatedly and intentionally fail to complete a plan, at the municipality's expense. However, our government recognizes that municipalities are currently facing unprecedented circumstances in their communities due to the on-going impact of COVID-19. We also understand that some municipalities may experience delays in their planning and engagement processes as a result of the pandemic.

Ministry staff will continue to look for ways to support our municipal partners to ensure they are able to meet their legislative requirements for CSWB planning. Where possible, municipalities are encouraged to explore alternative and innovative approaches to continue on-going planning efforts, such as through virtual engagement (e.g., webinars, teleconferences, online surveys, etc.).

Municipalities are also encouraged to continue to work with respective police services, local multi-sectoral partners, and community members on the development and implementation of local CSWB plans. Localized, community-driven collaboration remains key to the success of CSWB planning, given the focus on creating workable solutions that are grounded in and tailored to individual community needs and features.

If you have any questions about CSWB planning, please contact Shamitha Devakandan, Community Safety Analyst, Public Safety Division, at Shamitha.Devakandan@ontario.ca.

I greatly appreciate your continued efforts as we move forward on this modernized approach to CSWB together. It is by working together that we can truly build safer and stronger communities in Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Jones', with a stylized, cursive script.

Sylvia Jones
Solicitor General

You Are Invited!

Tickets are now on sale for the Awards of Excellence VIP Pre-Show including a VIP Bag! This highly anticipated occasion is the Chamber's premiere event of the year! Area businesses are encouraged to invite their staff and the community to share in the celebration of local business! A special thanks to our Host Sponsor BALL Real Estate Inc., Brokerage!

The VIP Pre-Show has limited tickets - so get yours fast! Your ticket will also include a VIP Bag with exclusive goods including a gift certificate to a local restaurant, charcuterie package, coupon booklet and much more! Join us for this VIP event to connect with the community, enjoy entertainment and to celebrate our local businesses. Emceed by Michael Corner and Cindy Windover!
VIP Bags goodies:

- \$15 Restaurant Gift Card (sponsored by acorn30)
- VIP Pre-Show Ticket – October 28 @ 7PM
- Coupon Booklet
- Charcuterie Package from The Grape & Wedge (sponsored by Timberline Custom Homes)
- Tea Sample (donated by Jo-Anne Dowdall Brown at Sipology)
- Hand Sanitizer (donated by TreeWell)
- Reusable Bag with Indigenous Art from Tribal Trade
- Pamper Package (donated by Organized by Design)
- And more!

The Awards of Excellence will premiere on YouTube at 8PM, open to all! Gala emceed by the fabulous Deb Crossen, Wendy Smith and Cindy Windover! Join us for great laughs and see who our award recipients are (including Citizen of the Year sponsored by Herod Financial Services)! A great excuse to dress up or even show up in your pajama's, we would love to see your smiling faces!

You can register online [here](#)!

Or call us at 705-652-6963 to sign you up!

(Note: We will be notifying registrants when/where bags are available for pick up)

We hope you will join us for this great event supporting our local businesses!

Best,
Kawartha Chamber Team

Kassie Graham
Engagement Coordinator

The logo for the Kawartha Chamber of Commerce & Tourism features the word "kawartha" in a stylized, lowercase, blue font. Below it, the words "CHAMBER of COMMERCE & TOURISM" are written in a smaller, uppercase, sans-serif font.

705-652-6963 OR 1-888-565-8888

Fax: 705-652-9140

12 Queen St., P.O. Box 537, Lakefield, ON K0L 2H0

www.kawarthachamber.ca

kawartha

CHAMBER of COMMERCE & TOURISM

In this NewsFlash:

- Chamber Updates
- Member News & Updates
- Business News & Resources

CHAMBER UPDATES

MEMBER OF THE MONTH- MEMBER SPOTLIGHT

Community Futures Peterborough

The Kawartha Chamber of Commerce & Tourism welcomes the October Member of the Month – [Community Futures Peterborough](#).

Community Futures Peterborough is an organization that specializes in supporting and funding local entrepreneurs and small businesses, the perfect member to feature for Small Business Month!

[Read Member Spotlight](#)

Happy Small Business Month!



AWARDS OF EXCELLENCE & VIP EVENT

Tickets Now On Sale For October 28

Join the Kawartha Chamber with Host Sponsor [BALL Real Estate Inc., Brokerage](#) for an evening of celebrating local businesses! This exciting event will be going virtual this year, with the Awards presentation premiering on YouTube at 8PM! Tune in to see who the

2021 Recipients are, including the Citizen of the Year sponsored by [Herod Financial Services](#).

Get your VIP tickets for our exclusive Pre-Show and VIP bags with Restaurant Gift Certificates (sponsored by [acorn30](#)), VIP Treats (sponsored by [Timberline Custom Homes](#)) coupon book and more! Limited tickets available, get yours before they're gone!

VIP TICKETS

The poster for the 21st Annual Awards of Excellence is set against a dark background with a gold and white color scheme. At the top, the 'kawartha' logo is in a white script font, with 'CHAMBER of COMMERCE & TOURISM' in a smaller, white, sans-serif font below it. The main title, '21st Annual Awards of Excellence', is written in a large, elegant white script font. Below the title, a white rectangular box contains the following information: 'VIP TICKETS & BAGS NOW ON SALE \$30' and 'VIP PRE-SHOW 7PM' on the left; 'KAWARTHACHAMBER.CA' in the center; and 'AWARD SHOW LIVE ON YOUTUBE FREE PREMIERE 8PM' on the right. At the bottom of the poster, there are three sections: on the left, the 'HOST SPONSOR' logo for 'BALL Real Estate Inc. Brokerage' in gold and white; in the center, the date 'OCTOBER 28 2021' in white; and on the right, the 'CITIZEN OF THE YEAR SPONSOR' logo for 'HEROD Financial Services' in gold and white.

kawartha
CHAMBER of COMMERCE & TOURISM

21st Annual
Awards of Excellence

VIP TICKETS & BAGS
NOW ON SALE
\$30
VIP PRE-SHOW 7PM

KAWARTHACHAMBER.CA

AWARD SHOW
LIVE ON YOUTUBE
FREE
PREMIERE 8PM

HOST SPONSOR
BALL
Real Estate Inc. Brokerage

OCTOBER 28
2021

CITIZEN OF THE YEAR
SPONSOR
HEROD
Financial Services

DIGITAL SERVICE SQUAD

Digital Main Street

[Greater Peterborough Chamber of Commerce](#) and [Kawartha Chamber of Commerce & Tourism](#) have announced that they have jointly received a grant from Digital Main Street's Ontario Grants Program (OGP) for a Digital Service Squad (DSS), which will provide trained digital specialists to local small businesses to help them adopt online technologies and digitally transform their sales, marketing and back-office operations. The grant is available to businesses **NOT** located on "main street".

A Digital Service Squad (DSS) is a **FREE** resource for **ALL** small businesses. In addition to helping business owners apply for the **Digital Transformation Grant**, DSS members can assist a business in building a basic web presence or in enhancing its existing presence by directing them to activate easy-to-use tools such as a basic website setup, Google My Business profiles, 360° photos, creation or enhancement of a social media presence, and much more.

For more information or to book a meeting with one of your local Digital Service Squad Members, click [here](#).



COVID-19 RAPID SCREENING INITIATIVE

Keeping The Workplace Safe

COVID-19 RAPID SCREEN INITIATIVE



The Ontario Chamber of Commerce, in partnership with the Canadian Chamber of Commerce, Ontario and Canadian governments, has launched the COVID-19 Rapid Screening Initiative. [The Greater Peterborough Chamber of Commerce](#) and [Kawartha Chamber of Commerce and Tourism](#) have partnered with [MPP Dave Smith](#) to provide these kits to businesses in the City and [County of Peterborough](#).

Businesses (including non-chamber members) with 150 employees or less can access **FREE** screening kits as an additional tool to help keep workplaces safe.

[More Information](#)

KAWARTHA CHAMBER UPDATES

#KeepingYouUpdated

The Kawartha Chamber is dedicated to keeping you up to date on news and resources during these difficult times.

Visit our COVID-19 Local Updates webpage, email us your updates and questions, and follow us on social media!

Let us know changes to your hours and services. We will update information on our Local Services List! [Email Chamber](#)

[COVID-19 Updates Page](#)

info@kawarthachamber.ca

[@KawarthaChamber](#)



MENTAL WELLNESS IN THE WORKPLACE

Ontario Chamber of Commerce

While concerns around workplace mental health predates the pandemic, COVID-19 has, without question, exacerbated the problem. Although most businesses recognize the importance of investing in mental health, few have put a formal strategy in place, creating a mental health action gap.



Today, with support from Sun Life, the [Ontario Chamber of Commerce](#) released resources to help them close the gap: [Mental Wellness in the Workplace: A Playbook for Employers](#) and [A Playbook for SMEs](#). These resources provide employers of varying sizes with strategies and supports to help bridge the gap – from fostering a health-focused culture to effectively communicating with employees to encouraging staff to access free government resources.

MEMBER NEWS & UPDATES

MEET THE NEW CEO!

Habitat for Humanity



The Board of Directors of [Habitat for Humanity Peterborough & Kawartha Region](#) are proud to announce that Susan Zambonin is now the CEO Habitat for Humanity Peterborough & Kawartha Region.

Susan, who was the COO with Habitat Peterborough & Kawartha Region, has been involved with Habitat for Humanity for 18 years and has 9 years combined executive leadership experience as CEO of Habitat PEI and Habitat Kingston. She has won several awards including a Paul Harris Fellow from the Rotary Club of Charlottetown; and from Habitat for Humanity Canada an International Outstanding Contribution Award, Mentorship Award, and the Award of Excellence for creating a volunteer training program. Susan has also done numerous volunteer work and is an avid Rotarian.

Congratulations Susan!

LOCAL LABOUR MARKET PLANNING 2021-22

Workforce Development Board

[The Workforce Development Board](#) is developing their 2021-22 Local Labour Market Planning Report and is asking for input from employers in Peterborough (City and County), Northumberland, City of Kawartha Lakes, and Haliburton. It is important to hear from businesses of all sectors and sizes.



Are you an employer or responsible for recruitment at your organization?

Please fill out our survey.

Your feedback matters.

Ontario This project is funded in part by the Government of Canada and the Government of Ontario

WDB Workforce Development Board

This Local Labour Market Planning (LLMP) Report will serve as an update to the 2020-21 LLMP and will provide timely and relevant local labour market information, including demographics and gaps in the local workforce, how automation has impacted the workforce, the new skills industries need and information about the barriers that are preventing employers from filling their workforce needs.

Complete the survey [here](#).

TD ECONOMIC OUTLOOK 2021

Peterborough & Kawarthas Economic Development



TD Economic Outlook

Featuring a discussion with
Derek Burleton, TD Bank Group
Vice-President & Deputy
Chief Economist

Tuesday, November 2
9:00am - 10:30am
Free Virtual Event

Register Online

Peterborough
THE KAWARTHAS
ECONOMIC DEVELOPMENT

This annual event, hosted by [Peterborough & Kawarthas Economic Development](#) is your chance to explore economic trends, opportunities, and challenges both within our local communities in Peterborough & the Kawarthas and throughout the globe.

Join TD Bank Group Vice-President and Deputy Chief Economist, Derek Burleton for a discussion of what will shape our economic landscape as we plan for the year ahead. This event will also include an update from Peterborough & the Kawarthas Economic Development President & CEO, Rhonda Keenan on growing the local economy through sustainability and innovation.

Register [here](#).

BUSINESS AFTER COVID: A PETERBOROUGH PERSPECTIVE

Community Futures Peterborough

Join [Community Futures Peterborough](#) for a live discussion for Small Business Week!

On October 20, from noon to 1 pm they will be chatting with Braden Clark from Community Futures, Michael Gatschene from BDC, and Darlene Weales from Kawartha Credit Union, about what they've seen during the pandemic here in Peterborough and a look forward to how the economy is recovering. Hillary Manion from Peterborough & the Kawarthas Economic Development will be moderating the panel.

Register [here](#).

Business After Covid: A Peterborough Perspective

WEDNESDAY, OCTOBER 20, 12-1PM



BRADEN CLARK
Community Futures Peterborough



DARLENE WEALES
Kawartha Credit Union



MICHAEL GATSCHENE
BDC - Peterborough & Durham



HILLARY MANION
Peterborough & the Kawarthas
Economic Development

REGISTER NOW

BUSINESS NEWS & RESOURCES

ACCELER8

Regional Tourism Organization 8



[Regional Tourism Organization 8](#) (RTO8) is pleased to offer Acceler8, a business mentoring program focused on the tourism and hospitality sectors in Kawartha Lakes, Peterborough City and County and Northumberland County.

The Acceler8 program offers highly personalized mentoring assistance to accommodation, retail, attraction, cultural and culinary providers within the RTO8 region.

Participating businesses will receive assistance in analyzing their business needs and identifying strategies for business development. With clear goals to grow and expand their business, operators will work one-on-one with seasoned mentors with expertise in marketing, financing, communications and more.

Interested businesses are invited to apply for approval to the Acceler8 program. More information and an application form can be found [here](#).
RTO8 is covering the fees associated with this service and application.

ONTARIO PROVIDING FINANCIAL RELIEF TO EMPLOYERS

Ministry of Labour, Training and Skills Development

Ontario's Workplace Safety and Insurance Board (WSIB) is cutting premium rates in 2022 by \$168 million, bringing the total reduction in premiums since 2018 to \$2.4 billion. In addition, the government is intending to introduce legislation that, if passed, would allow for a significant portion of the WSIB's current reserve, currently valued at \$6.1 billion, to be distributed to safe employers. This proposed change would help employers cope with the impacts of COVID-19.



The Ontario Government is also proposing to enable the WSIB to work with the Canada Revenue Agency to streamline remittances for businesses. This change would reduce administrative costs and burdens by giving businesses an efficient one-stop-shop for submitting payroll deductions.

Read the press release [here](#).

TEENY TINY SUMMIT

Ministry of Agriculture, Food and Rural Affairs



October 13, 2021 10 am EST

**Welcoming Newcomers to
Teeny Tiny Places**

Keynote: Tareq Hadhad, Peace by Chocolate



Registration is now open for this year's first Teeny Tiny Summit webinar taking place on **October 13, 2021** beginning at 10 am (EST). The theme of the first webinar is *"Welcoming Newcomers to Teeny Tiny Places."*

Teeny Tiny Summits were started in 2016 as a forum to discuss scale-appropriate economic development strategies for Ontario's smallest communities. Since that time over 1500 have participated from across Ontario. Teeny Tiny Summits share practical examples, lessons learned and community economic development tactics that are scale appropriate for Ontario's smallest communities.

The 2021 Teeny Tiny Summit webinar series will also be offered virtually, focused on recovery themes and take place in October, December and March.

Register [here](#).

REDISCOVER ONTARIO

Ministry of Heritage, Sport, Tourism and Culture

The Ontario government is investing \$6 million in a campaign to help support the recovery of the local tourism sector. The campaign, designed by Destination Ontario, an agency of the Ministry of Heritage, Sport, Tourism and Culture Industries, encourages Ontarians to safely rediscover the diversity of attractions and experiences that demonstrate Ontario offers the world in one province.



The new fall campaign, running from October 4 to November 14, 2021, is the second of three 2021- 22 campaigns launched in cinema and on radio, digital, print and social media. The campaign promotes tourism activities in Ontario this fall and includes links to itineraries, articles and points of interest. Anyone can follow the campaign on social media with the #RediscoverON hashtag.

Read the news release [here](#).

WEBINARS

Information for Businesses

October 12th-14th: [INBOUND Conference: Hosted by HubSpot](#)

October 18 @ 1PM: [Open the Door Wider-Coaching and working with job seekers with a disability](#)

October 21st @ 1PM: [Government & Financial Resources for Your Post-Pandemic Business](#)

October 27th & 28th: [Annual General Meeting & Convention](#)

November 2nd @ 2PM: [Securing Government Funding for Hiring & Training](#)



kawartha

CHAMBER of COMMERCE & TOURISM

Awards of Excellence

Special Thanks To

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Financial Services

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VIP TREATS SPONSOR



TIMBERLINE
CUSTOM HOMES

VIP RESTAURANT GIFT CARDS
SPONSOR

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**INSURANCE
BROKERS**



Peterborough
&
THE KAWARTHAS
ECONOMIC DEVELOPMENT



D
DARLING INSURANCE



Kawartha Chamber of Commerce & Tourism, 12 Queen Street, Lakefield, ON
705-652-6963 | 1-888-565-8888 |

kawartha

CHAMBER of COMMERCE & TOURISM

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THE CLIMATE CATALYST

Ontario Chamber of Commerce

Climate change is a threat to communities in Ontario and around the world. Recognizing that net-zero is no longer a distant ambition but an urgent necessity, businesses in Ontario are adopting innovating solutions to lead the global transition.



The virtual report launch event will feature a panel of experts – from the energy, transportation, insurance, and post-secondary sectors – to share how they are confronting climate change and what policies should be implemented to support them.

On November 4 from 12-1PM, join the OCC for the release of its latest policy report. Click [here](#) to register.

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[More Information](#)

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[COVID-19 Updates Page](#)

info@kawarthachamber.ca

[@KawarthaChamber](#)



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MEMBER NEWS & UPDATES

MUSEUM COMMENCES CONSTRUCTION!

Canadian Canoe Museum

[The Canadian Canoe Museum](#) hosted a formal event over the weekend celebrating the **new beginning** of building its new world-class museum at the Johnson Property, located at 2077 Ashburnham Drive in Peterborough, ON. Project donors, funders, partners and members gathered together at the property's western point for the commencement!

This is exciting news and progress!

For more information and updates check out the Museums progress [here](#).



CAMPAIGN FOR REMEMBRANCE 2021

Lakefield Legion



The [Lakefield Legion](#) is pleased to offer a **2nd campaign for Remembrance 2021**. All proceeds go directly towards this year's Poppy Campaign. This is a respectful way to display a message of Remembrance as well as support our Veterans.

Lest We Forget lawn signs come in dark and light and are being offered at the same price of **\$20 each (tax & shipping included)**.

The 16" x 24" sign is made from coroplast to withstand the weather and comes with a metal stake so that it sits above the ground. **The deadline for ordering is Friday, October 22nd, 2021.** The Branch opens at 12:30 p.m. on Thursday, Friday, Saturday.

If you are interested **call:**

Sheila at 705-652-0253

Branch at 705-652-7988

Indicate your **name, phone number, dark or white sign(s) and quantity.**

HISTORIC ALL HALLOWS' EVE

Lang Pioneer Village Museum

If you were hoping to attend the Historic All Hallows' Eve event but noticed over the weekend that tickets were sold out, you are in luck! Due to high demand, [Lang Pioneer Village](#) has opened up more tickets for both evenings!

Friday, October 29 ~ 6:00pm - 9:00pm

Saturday, October 30 ~ 6:00pm - 9:00pm

Please note: As an event space, **proof of vaccination is required** for all staff, volunteers and visitors ages 12 and up who attend Lang Pioneer Village Museum.

For more details visit [here](#).



BUILDING PERMIT FEES MEETING

Township of Selwyn

The Council of the Corporation of the [Township of Selwyn](#) will hold a **Public Meeting** on November 9, 2021, at 5:00 p.m. in the Council Chambers (1310 Centre Line, Selwyn) in order to consider **proposed changes to Building Permit Fees** imposed under Section 7 of the Building Code Act.

The purpose of this meeting is to give the public an **opportunity to review the proposed revisions to the Building Department fee schedule**. Any person may register to attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed fees.

More information [here](#).



Public Meeting Building Permit Fees

Tuesday, November 9th
beginning at 5:00 PM
Pre-registration required
Visit selwintownship.ca/permitfeesmeeting



A VERY MERRY CHRISTMAS MARKET

The Burleigh Falls Inn and Suites

This November, the [Burleigh Falls Inn & Suites](#) is planning make you reminisce, smile, laugh and get in the spirit that the Holiday Season brings with a holiday market! The market showcases local entrepreneurs and business owners. Tickets are on sale now, limited number of tickets available!

Friday Nov 12th - \$25
Saturday Nov 13th - \$10
Sunday Nov 14th - \$10

All Attendees must show **proof of Full Vaccination** in accordance to the Covid-19 Event Protocols.

[More information](#)



BUSINESS NEWS & RESOURCES

ONTARIO INVESTING \$100 MILLION TO HELP TOURISM
Government of Ontario



The \$100 million Ontario Tourism Recovery Program opened for applications on **October 13, 2021**. Applications will be **received until November 10, 2021**.

The [Ontario Tourism Recovery Program](#) will support for-profit tourism businesses in the attractions, accommodation, and leisure travel sectors that help drive employment and visitors to their regions.

This program will support tourism businesses that have experienced a loss of at least 50% of eligible revenue in 2020-21 compared to 2019. **Eligible applicants will receive up to 20% of 2020-2021 qualifying revenue losses** with a funding cap of \$1 million. Program funding will go towards helping businesses reopen safely, develop innovative tourism products, and/or retain and create tourism jobs.

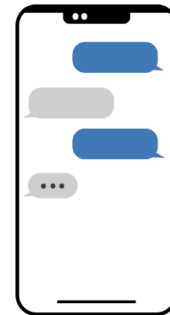
More information and an application form can be found [here](#).

COVID-19 UPDATE

Government of Ontario

On October 15, the Ontario government announced they are making the **enhanced vaccine certificate** with official QR code and the **FREE**, made-in Ontario verification app, Verify Ontario, available for download. This comes in advance of the expected October 22 release.

The enhanced vaccine certificates are currently available to download in cohorts.



The enhanced certificate with QR code is encouraged as it is easier to **verify proof of vaccination**. Ontario organizations can download the free Verify Ontario app from both the Apple and Google app stores. The app will only scan and read official, government issued QR codes.

More information [here](#).

E-LEARNING PROGRAM LAUNCH

Regional Tourism Organization 8

RTO8 is excited to announce the launch of a new bilingual, online, e-learning program with a suite of self-paced courses that are **FREE** to registered stakeholders within Kawartha Lakes, Peterborough City or County or Northumberland County.

Beginning October 13th, the first two courses will become available on their new e-learning portal [here](#). These short courses are **available on any device, anytime of the day** to allow you to access informative and interactive learning when it fits your schedule.



Each course focuses on a specific aspect of tourism development and tourism recovery for tourism operators. All you need to do is create a profile [here](#) and RTO8 will verify that you are an eligible stakeholder within the RTO8 region and then you will have access to all available courses and the list of those coming over your winter development months.

NATIONAL DISABILITY EMPLOYMENT AWARENESS MONTH

Fleming Muskoka-Kawarthas Employment Services

In support of National Disability Employment Awareness Month (NDEAM), Muskoka-Kawarthas Employment Services is raising awareness of disability-inclusive employment by hosting **employer events on October 21**.

Explore how language affects how potential and current employees view your organization's approach to disability. Learn how better word choices can build an inclusive workplace.

Employer Workshop: Language Matters
OCTOBER 21, 2021 | 10:00AM – 11:00AM
FREE online workshop

Keynote Speaker: The Power of Ability with Unstoppable Tracy
OCTOBER 21, 2021 | 2:00PM – 3:00PM
FREE online presentation



Our workshop aims to help employers with their approach to disability in the workplace and our keynote will help local employers find workers by introducing them to a talent pool they may not have considered yet. Tracy will share personal experiences and perspectives to shed light on pushing boundaries of the impossible and motivate employers to hire people living with a disability by showing them the power of ability.

[Register here.](#)

WEBINARS

Information for Businesses

October 21st @ 1PM: [Government & Financial Resources for Your Post-Pandemic Business](#)

October 27th & 28th: [Canadian Chamber of Commerce Annual General Meeting & Convention](#)

November 2nd @ 2PM: [Securing Government Funding for Hiring & Training](#)



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Dear Ministry of the Solicitor General,

The City of Peterborough is pleased to report that progress on developing a Community Safety and Well-being Plan is well underway. We regret that we were unable to meet the deadline for submitting a full plan but have given ourselves the target of Spring 2022 to do so. Please note that our Plan is in collaboration with the County of Peterborough and the 8 local townships (Asphodel-Norwood, Cavan Monaghan, Douro-Dummer, Havelock-Belmont-Methuen, North Kawartha, Otonabee-South Monaghan, Selwyn, and Trent Lakes).

The status of our current progress is as follows:

- Multi-sectoral Advisory Committee formed
- Interim Plan submitted to the Province in July 2021 and posted to municipal websites
- Ongoing data collection, plan alignment, and identification of indicators
- Consultant hired to assist with development of the Plan
- Key priority risk factors have been identified
- Focus Groups scheduled for November to obtain input from local service providers and leaders
- Ongoing consultation to take place early 2022
- Local municipal councils to approve Plan in June 2022

Please do not hesitate to contact me if you have any questions or concerns regarding our progress toward developing our CSWB Plan.

Regards,

Chris Kawalec

Community Development Program Manager
(he/him/his)

City of Peterborough

W. 705.748.8830 x.3834

C. 705.740.4333

E. ckawalec@peterborough.ca





Date: October 26, 2021
To: Mayor Andy Mitchell and Council Members
From: Angela Chittick, Manager of Community & Corporate Services/Clerk
Subject: Peterborough County Report
Status: For Direction and Information

County Correspondence for Direction:

None.

County Correspondence for Information:

Recommendation

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

1. Report – [Photo Radar Automated Speed Enforcement](#)
2. By-law 2021-58 – [Reduce Speed Limit on Various County Roads](#)
 - Attachment – [Schedule A](#)
3. Minutes – [October 6, 2021 \(Regular\)](#)

Angela Chittick

Prepared By: Angela Chittick, Manager of Community
& Corporate Services/Clerk

Janice Lavalley

Reviewed By: Janice Lavalley, CAO

Staff Report

Meeting Date: October 20, 2021
To: County Council
Report Number: CAO 2021-030
Title: Photo Radar–Automated Speed Enforcement Program (ASE)
Author: Sheridan Graham, CAO
Recommendation: That report CAO 2021-30 regarding automated speed enforcement (ASE) be received; and

That, as an addition to the Transportation Master Plan (TMP) Update, Paradigm Transportation Systems Limited be requested to complete an ASE (School Zones and Community Safety Zones) implementation considerations report; and

That a letter be sent to the Province requesting an amendment to the ASE program to allow for the processing of ASE violations under the Administrative Monetary Penalty System (AMPS); and

That staff be directed to report back to Council once the Provincial review has been completed with further information on the details of the program, resourcing, and cost impacts; and further

That this report be forwarded to the amalgamated Peterborough County Police Services Board once established for their review and recommendations.

Overview

This report is to provide Council with information and feasibility options of implementing photo radar (also referred to as automated speed enforcement (ASE)) on County roads.

Background

On September 8, Council passed the following resolution (Resolution No. 370-2021):

Moved by Councillor Taylor

Seconded by Councillor Graham

Staff Report

That staff be directed to bring a report back to Council regarding photo radar from 2021-038 Correspondence Report item 7.

What is Automated Speed Enforcement (ASE) – Photo Radar

ASE uses cameras triggered by speed sensors that take photographs of the license plates of vehicles that are travelling in excess of the posted speed limit. In Ontario, the ASE program was introduced into the Highway Traffic Act through the Safer Schools Act and can be implemented specifically in municipally designated School Zones and Community Safety Zones. It is intended to be used in conjunction with other road safety strategies such as police enforcement, road calming measures and public education campaigns.

In accordance with the Safer School Zones Act, 2017, Section 205.1:

Use of automated speed enforcement system authorized

205.1 1) An automated speed enforcement system may be used in accordance with this Part and the regulations made under it,

(a) in a community safety zone designated by by-law passed under subsection 214.1 (1) where the prescribed rate of speed is less than 80 kilometers per hour; or (b) in a school zone designated by by-law passed under clause 128 (5) (a).



Staff Report

What are the benefits of ASE units installed on our roadways?

- With speed a factor in approximately one third of fatal collisions in Canada, ASE helps to enforce speed limits.
- ASE units are an important reminder to drivers to slow down in areas where children and other vulnerable road users are.
- Drivers travelling at the posted limit are more likely able to stop in the case of a spontaneous event and a lower speed can also mean a less severe outcome.
- If you drive the speed limit through school zones, ASE will not affect you at all.
- Evidence shows that driver behaviour begins to change over time with a “halo” effect created. This means that drivers may begin to adhere to the speed limit in areas even where ASE is not present, resulting in safer and more peaceful communities for everyone.

Key Points:

- On December 1, 2019, Bill 65, Safer School Zones Act, 2017, was proclaimed by the Province and came into effect. At that time, Ontario Regulation 398/19 was enacted under the Highway Traffic Act, allowing municipalities to operate automated speed enforcement in community safety zones.
- In addition to Ontario Regulation 398/19 (Regulation), the Province published guidelines to assist municipalities in the development of their ASE program.
- Municipalities are responsible for all aspects of their ASE program, subject to the Highway Traffic Act and its regulations
- Additional suggestions relate to general operating requirements, site selection and signage. The guidelines also suggest warning letters be issued instead of tickets for the initial 90-days at each site, this suggestion is not a requirement in the Regulation.
- Through their operating agreement, MTO mandates an advance notification period whereby automated speed enforcement warning signs (as below) must be installed 90-days in advance of issuing tickets. Once the camera is in use, the warning sign will be replaced with the ASE regulatory sign. An ASE regulatory sign can only be posted if an ASE camera is in the area.

Analysis

Municipalities are responsible for all aspects of their ASE program, subject to Ontario Regulation 398/19 including program administration, site selection, installation of camera and signage, infraction processing and communications.



Staff Report

As part of the County's Transportation Master Plan, criteria and policy for identifying School Zones and Community Safety Zones are already being reviewed. Any recommendations with regards to specific locations of such zones will be addressed and recommended to Council following the Transportation Master Plan process. However, the scope of the work does not include the review of ASE.

It should be noted that an administrative monetary penalty (AMP) system is not currently included in the ASE regulation. The County is currently not legally able to issue tickets under the Provincial Offences Act (POA). There would be a requirement for the County to enter into an agreement with the Ministry of Transportation (MTO) to access their Authorized Requester Information System (ARIS) to obtain the mailing address assigned to the licence plate of the vehicle. The County is presently waiting for the City's established Administrative Monetary Penalties program for the administration of fines resultant from County municipal by-laws. It is understood that the local Townships have the necessary agreements in place with MTO to consider moving such an initiative forward, however capacity on all fronts must be considered.

Many municipalities and organizations, including the Ontario Traffic Council (OTC), have been in contact with the Ministry of Transportation, requesting the use of the Administrative Monetary Penalty System (AMPS) to process ASE violations. The request includes legislative amendments that would direct the revenue from ASE penalties to municipalities. For the County to consider leading the ASE initiative ourselves, it would be best to consider waiting until amendments are made to allow for ASE violations to be processed under the AMPS program, as the process and costs for the County to establish MTO agreements and administer tickets is too high.

Additionally, in discussions with other municipalities, it is our understanding that the Municipal Joint Processing Centre (JPC) where tickets are processed and issued is operating at reduced capacity due to COVID and other factors so new municipalities that join would have to limit the number of charges that they could process annually. There are also some potential changes coming forward to the Moving Ontarians More Safely Act that may change the operating parameters and costs of the program. Considering this information and the timelines to also enter into agreements with MTO, the JPC, the vendor, etc., we would anticipate that implementation would not be likely until late 2022 or 2023 at the earliest.



Staff Report

A Provincial review of the ASE program was planned after the first 180 days of operation in 2020 to assess whether the program is operating as intended, and to determine if further regulatory and/or policy changes are required. This review was postponed by the Province due to COVID-19, and the timing for this review is not currently known. Operating and financial impacts may arise following the Provincial review of the program and potential changes to the program could follow. Accordingly, staff are recommending a report back to Council once this Provincial review has been completed with further information on the details of the program, resourcing, and cost impacts.

Financial Impact

As the County is presenting undergoing a Transportation Master Plan Update, the addition of an ASE (School Zones and Community Safety Zones) implementation considerations report by Paradigm Transportation Solutions Limited can be added to the scope of work at a cost of \$7,500.00.

Anticipated Impacts on Local and/or First Nations Communities

Engagement and discussions will be required to determine feasibility and next steps.

Alignment to County of Peterborough Strategic Plan Priorities

To provide high quality services to residents, businesses and Townships:

Communications – To elevate the County of Peterborough’s profile, enhance community engagement, and communicate proactively.

Financial Responsibility – To ensure evidence-informed planning and approaches to achieve financial sustainability and accountability, while keeping ratepayers top of mind.

Infrastructure – To efficiently address current infrastructure demands, while maintaining the vision and planning necessary to meet future needs.

Housing – To engage in partnership and planning in support of meeting the housing needs of our community.

Industry & Business – To support the attraction, retention and growth of local business and industry.

In consultation with:

Dave Smith, MPP

Bryan Weir, Director of Planning and Public Works



Staff Report

Peter Nielsen, Manager of Capital Projects

Kari Stevenson, Manager of Legislative Services/Clerk

Communication Completed/required:

None at this time, however, a full communications strategy would be required should this initiative move forward.

Attachments

None

Respectfully Submitted,

Sheridan Graham, CAO

For more information, please contact:

Sheridan Graham, CAO

sgraham@ptbocounty.ca

705-743-0380 ext. 2100

The Corporation of the County of Peterborough

By-law No. 2021-58

A by-law to reduce the speed limit on various County Roads

Whereas the Highway Traffic Act, R.S.O. 1990, Chapter H.8, (hereinafter referred to as the "Act"), Section 128. (2) provides that the council of a municipality may, for motor vehicles driven on a highway or portion of a highway under its jurisdiction, by by-law prescribe a rate of speed different from the rate set out in subsection (1) that is not greater than 100 kilometres per hour and may prescribe different rates of speed for different times of day;

And Whereas at the Council Meeting of October 6, 2021, Council accepted the recommendation of the Manager, Engineering & Design in Report "INF 2021-029 Proposed Speed Zones on CR 2, CR 12, and CR 37";

Now Therefore the Council of the Corporation of the County of Peterborough enacts as follows:

1. That Schedule "A" attached hereto forms an integral part of this by-law by setting out the locations on each affected County Road and the reduction of the existing speed limits.
2. That this by-law shall take full force and effect upon the highway or portion thereof affected by this by-law being signed in accordance with the Act;

Read and passed this 6th day of October, 2021.



J. Murray Jones, Warden

Kari Stevenson, Clerk

The Corporation of the County of Peterborough

Schedule "A" to By-law No. 2021-30

County Road	Speed limit	From	To
2	60 km/hr	The boundary between the County of Peterborough and the County of Northumberland	1.3 km west of the boundary between the County of Peterborough and the County of Northumberland
12	60 km/hr	Fife's Bay Marina Lane	1.0 km east of Fife's Bay Marina Lane
37	50 km/hr	25 metres west of Lakehurst Circle Road	285 metres west of Lakehurst Circle Road



Minutes County Council - Regular Meeting

9:30 AM - Wednesday, October 6, 2021

Electronic Participation

The Council Chambers were closed due to COVID-19 precautionary measures.

The meeting was held electronically and was streamed live on the County of Peterborough's YouTube channel. ([Part 1](#) & [Part 2](#))

Present: Warden J. Murray Jones, Deputy Warden Andy Mitchell, Councillor Carolyn Amyotte, Councillor Rodger Bonneau, Councillor Lori Burt, Councillor Bonnie Clark, Councillor Janet Clarkson, Councillor David Gerow, Councillor Matthew Graham, Councillor Jim Martin, Councillor Scott McFadden, Councillor Sherry Senis, Councillor Joe Taylor, Councillor Jim Whelan, and Councillor Ron Windover

Regrets: Councillor Karl Moher

Staff Present: Chief Administrative Officer Sheridan Graham; Chief of Paramedics/Deputy CAO Randy Mellow; Director of Corporate Services Lynn Fawn; Director of Finance/Treasurer Trena DeBruijn; Director of Human Resources Mary Spence; Director of Planning and Public Works Bryan Weir; Manager of Planning Iain Mudd; Manager of Capital Projects Peter Nielsen; Manager of Engineering & Design Doug Saccoccia; Purchasing Supervisor Chris Allen; Deputy Treasurer Michelle Fisher; Manager of Legislative Services/Clerk Kari Stevenson

Guests: Staff Sergeant Chris Galeazza, Ontario Provincial Police

1. Call To Order

A quorum of Council being present, Warden Jones called the meeting to order at 9:32 a.m.

2. Land Acknowledgement

The Warden recited the Land Acknowledgement.

3. Moment of Silent Reflection/Silence

Council observed a moment of silence in memory of Leona Moher, spouse of Councillor Karl Moher, who passed on October 5th.

4. Adoption of Agenda

Resolution No. 398-2021

Moved by Councillor Gerow
Seconded by Councillor Amyotte

That the agenda be adopted as circulated.

Carried

5. Disclosure of Interest

There were no disclosures of interest.

6. Adoption of Minutes

Resolution No. 399-2021

Moved by Councillor Senis
Seconded by Councillor Clark

That the minutes of the Regular Council meeting of September 22, 2021 be adopted as circulated.

Carried

7. Delegations and Presentations

8. Business Arising from a Previous Meeting

- a. **Administration - Clerk's Division**
Kari Stevenson, Manager, Legislative Services/Clerk
Re: CPS 2021-028 Renaming Bridges

Resolution No. 400-2021

Moved by Councillor Amyotte
Seconded by Councillor Burt

That Report CPS 2021-028, Renaming Bridges, be received:

That Coon's Bridge be renamed to Coones Bridge;

That Squaw River Bridge be renamed to Miskwaa Ziibi River Bridge; and

That a by-law be brought forward to incorporate the changes being made to the bridge names.

Carried

9. Staff Reports

a. Planning

Iain Mudd, Manager of Planning

Re: PLG 2021-022 County OPA - Lakefield College School

Resolution No. 401-2021

Moved by Councillor Bonneau

Seconded by Councillor Windover

That Report PLG 2021-022, Official Plan Amendment Application, County File No. 15OP-21002, Lakefield College School, 3742 Highway 28, Township of Douro-Dummer, be received;

That Official Plan Amendment Application, County File No. 15OP 21002, respecting 3742 Highway 28, Township of Douro-Dummer, as OPA 62 be approved and adopted by by-law;

That the required notice of decision be circulated in accordance with the provisions of the Planning Act; and

That the Director of Planning and Public Works be authorized to sign the decision page at the conclusion of the appeal period if no appeals are received.

Carried

b. Public Works - Engineering & Design

Doug Saccoccia, Manager, Engineering & Design

Re: INF 2021-028 Revisions to County of Peterborough Parking By-law - Restriction of Parking on County Road 37 and the installation of Pedestrian Crossover

Resolution No. 402-2021

Moved by Councillor Clarkson

Seconded by Councillor Windover

That Report "INF 2021-028 regarding revisions to the County of Peterborough Parking By-law – restriction of Parking on County Road 37 and the installation of pedestrian crossovers" be received;

That a by-law be passed to authorize the County of Peterborough to amend By-law No. 2016-66 and associated Schedules to permit the establishment of a pedestrian crossover and parking restrictions on County Road 37; and

That the Clerk be directed to notify the Ontario Provincial Police and the Municipality of Trent Lakes.

Carried

- c. **Public Works - Engineering & Design**
Doug Saccoccia, Manager, Engineering & Design
Re: INF 2021-029 Proposed Speed Zones on CR 2, CR 12, and CR 37

Resolution No. 403-2021

Moved by Councillor Graham
Seconded by Councillor Taylor

That Report “INF 2021-029 Proposed Speed Zones on CR 2, CR 12, and CR 37” be received;

That a by-law be passed to authorize the County of Peterborough to implement speed limit reductions on County (CR) 2, 12 and 37; and

That the Clerk be directed to notify the Ontario Provincial Police and the appropriate lower tier municipalities.

Carried

- d. **Public Works - Engineering & Design**
Peter Nielsen, Manager, Capital Projects
Re: INF 2021-031 Crowe Bridge (B099050) – Boundary Bridge Agreement between the Township of Marmora and Lake and the County of Peterborough

Resolution No. 404-2021

Moved by Councillor Bonneau
Seconded by Councillor Senis

That Report INF 2021- 031 “Crowe Bridge (B099050) – Boundary Bridge Agreement between the Township of Marmora and Lake and the County of Peterborough” be received; and

That a by-law be passed to authorize the County of Peterborough to enter into an agreement with the Township of Marmora and Lake for maintenance and capital repair of the Crowe Bridge (B099050) located on Vansickle Road.

Carried

- e. **Public Works - Engineering & Design**
Peter Nielsen, Manager, Capital Projects
Re: INF 2021-032 Assumption of Ownership of Plato Creek Bridge and Transfer of Ownership of Deer River Crowe Culvert

Resolution No. 405-2021

Moved by Councillor Gerow
Seconded by Councillor Whelan

That Report INF 2021-032 titled "Assumption of Ownership of Plato Creek Bridge and Transfer of Deer River Crowe Culvert" be deferred to provide Havelock Belmont Methuen Township time to seek advice on the matter; and

That staff be directed to review the original by-law.

Carried

- f. **Public Works - Operations**
Peter Nielsen, Manager, Capital Projects
Re: INF 2021-033 Chemong Bridge Accelerated Repairs - Single Source

Resolution No. 406-2021

Moved by Councillor Senis
Seconded by Councillor Clark

That Report INF 2021- 033 titled "Chemong Bridge Accelerated Repairs Single Source Award" be received, and;

That a single source contract be awarded to Drain Bros. Excavating Ltd. for the Chemong Bridge Accelerated Repairs in accordance with the design and specifications prepared by BT Engineering.

Carried

- g. **Administration - Clerk's Division**
Kari Stevenson, Manager, Legislative Services/Clerk
Re: CPS 2021-044 Draft 2021-2026 Multi-Year Accessibility Plan

Resolution No. 407-2021

Moved by Councillor Taylor
Seconded by Councillor Burt

That Report CPS 2021-044, Draft 2021-2026 Multi-Year Accessibility Plan, be received; and

That all comments and questions be forwarded to the Clerk prior to October 12th, 2021.

Carried

- h. Public Works - Waste Management**
Kasper Franciskiewicz, Manager, Waste Management
Re: INF 2021-027 Waste Management Regulatory Update – Blue Box
Transition and Household Special Products

Resolution No. 408-2021

Moved by Councillor Bonneau
Seconded by Councillor Amyotte

That Report INF 2021-027 Waste Management Regulator Update – Blue Box
Transition and Household Special Projects be received for information.

Carried

10. Staff Reports - Information Only

- a. Finance**
Trena DeBruijn, Director of Finance/Treasurer
Re: FIN 2021-041 Investment Report - July 2021 and August 2021

Resolution No. 409-2021

Moved by Councillor Clark
Seconded by Councillor Graham

That FIN 2021-041 – Investment Report for July 2021 and August 2021 be
received for information.

Carried

11. Correspondence

Resolution No. 410-2021

Moved by Councillor Graham
Seconded by Councillor Burt

That Report CPS 2021-043, Correspondence, be received.

Carried

12. Committee Minutes

- a. Councillor Graham
Finance Committee
Re: Minutes of September 27, 2021**

Resolution No. 411-2021

Moved by Councillor Bonneau
Seconded by Councillor Taylor

That the minutes of the Finance Committee meeting of September 27, 2021 be adopted.

Carried

13. Liaison Reports from External Committees, Boards and Agencies

- a. Age-Friendly Peterborough Advisory Committee - Councillor Moher**
- b. Peterborough Housing Corporation - Councillor Clark**
- c. Peterborough County Federation of Agriculture - Councillor Burtt**

Resolution No. 412-2021

Moved by Councillor Windover
Seconded by Councillor Senis

That the Liaison Representative Reports and supporting documentation be received.

Carried

14. Notices of Motion

15. Announcements

Councillor Burtt announced that Asphodel-Norwood is having their second annual Scarecrow Roadshow Thanksgiving weekend where people can download a map to take a tour around the township.

Councillor Gerow advised that Havelock-Belmont Public School is closed due to COVID-19 until October 15th, 2021.

Councillor Clark announced that the Keene Lions Club is hosting their annual fish fry on October 15th, 2021.

Councillor Amyotte advised that for the Inaugural Day for Truth and Reconciliation, the North Kawartha Library hosted a Land Acknowledgment Workshop.

16. Closed Session

Resolution No. 413-2021

Moved by Councillor Bonneau
Seconded by Councillor Martin

That under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, S. 239(2) County Council move into closed session at 11:21 a.m. to consider:

(e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (open insurance claims)

Carried

17. Rise from Closed Session

Resolution No. 414-2021

Moved by Councillor Graham
Seconded by Councillor Burt

That Council rise from closed session at 11:32 a.m.

Carried

18. Matters Arising from Closed Session

Resolution No. 415-2021

Moved by Councillor Clark
Seconded by Councillor Graham

That the Closed Session minutes of September 22, 2021 be adopted.

Carried

19. By-laws

The Clerk reviewed an amended Schedule "A" that has replaced Schedules "A", "B" and "C" for By-law No. 2021-58.

By-law No. 2021-57 being, "A by-law to adopt County of Peterborough Official Plan Amendment No. 62 – File No. 15OP-21002, Part Lots 23 and 24, Concession 5, Part 2, Plan 45R14098, Douro Ward, in the Township of Douro-Dummer, municipally known as 3742 Highway 28" (refer to item 9. a.).

By-law No. 2021-58 being, "A by-law to reduce the speed limit on various County Roads" (refer to item 9. c.).

Resolution No. 416-2021

Moved by Councillor Windover
Seconded by Councillor Amyotte

That By-law No. 2021-57 and By-law No. 2021-58 as amended, be read and passed and that these by-laws shall be signed by the Warden and the Clerk and sealed with the Seal of the Corporation.

Carried

20. Confirming By-law

Resolution No. 417-2021

Moved by Councillor Senis
Seconded by Councillor Bonneau

That the confirming by-law to adopt, ratify, and confirm the actions of Council at today's meeting in respect to each report, motion, resolution or other action passed and taken by Council be adopted.

Carried

21. Adjournment

Resolution No. 418-2021

Moved by Councillor Clarkson
Seconded by Councillor Clark

That the Council meeting adjourn at 11:34 a.m.

Carried

Warden, J. Murray Jones

Clerk, Kari Stevenson