

Corporation of the Township of Selwyn

**Regular Council Meeting
Tuesday, November 9, 2021**

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, November 9, 2021.

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

Staff Present: Angela Chittick, Manager of Community & Corporate Services /Clerk
(virtually) R. Lane Vance, Manager of Finance/Treasurer
Rick Dunford, Manager of Public Works
Michelle Thornton, Deputy Treasurer/I. T. Coordinator

Staff Present: Janice Lavalley, Chief Administrative Officer
(in-person) Robert Lamarre, Manager of Building and Planning
Paul Monks, Building Inspector/By-law Officer
Tania Goncalves, Deputy Clerk

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

A moment of silence was observed in honour of Remembrance Day.

Declaration of Pecuniary Interest

None.

Minutes

Resolution No. 2021 – 278 – Minutes

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That the minutes of the regular Council meeting of October 26, 2021 be adopted.

Carried

Deputations and/or Invited Persons and/or Public Meeting

Manager of Building and Planning Robert Lamarre announced that the Township of Selwyn is holding a public meeting to consider proposed changes to the Building Permit Fees imposed under Section 7 of the Building Code Act. The prescribed notice of the public meeting was advertised through social media, direct email to various stakeholders, eNewsletter(s), and was also available on the Township website.

A public meeting commenced at 5:04 PM to consider proposed changes to Building Permit Fees imposed under Section 7 of the Building Code Act. Mr. Lamarre advised that the proposed Building Department Permit Fee structure amendment is intended to achieve revenue neutrality as legislated under the Building Code Act. Mr. Lamarre noted that the current permit fee structure is based on a percentage of construction value and that the new proposed fee structure would be based on a standardized cost per area (square metre/square foot) of construction. No one spoke in favour or in opposition to the proposed amendment. Council members asked a series of questions regarding the proposed fee structure changes. There were two (2) members of the public who attended in person and one (1) member of the public who attended the meeting virtually. The meeting concluded at 5:12 PM.

Resolution No. 2021 – 279 – Amendment to the Building Permit Fee Structure

Councillor Anita Locke – Councillor Donna Ballantyne –
That the report of the Manager of Building and Planning with respect to the revised Building Permit Fee Schedule be received for information; and

That the Building By-law be brought back to the November 23, 2021 Council meeting for consideration to implement the new fee structure.

Carried.

Question Period

Council entertained questions from the public from 5:12 PM to 5:13 PM.

Municipal Officers & Staff Reports – Direction

Resolution No. 2021– 280 – 2021 Work Plans – Organizational Structure Requirements

Councillor Anita Locke – Deputy Mayor Sherry Senis –
That the report of the Chief Administrative Officer with respect to the review of the Township's organizational structure requirements be received for information; and

That the organizational structure and wage/salary grid be amended to:

- create the new positions of Deputy Fire Chief and Financial Services/Asset Management Assistant; and
- recognize the revised job responsibilities associated with the Communications and Marketing Coordinator and Landfill Attendant/Scale House Operator positions; and
- recognize the contract position of Climate Change Coordinator as a permanent position entitled Sustainability Coordinator.

Carried.

Consent

Resolution No. 2021– 281 – Physician Recruitment

Deputy Mayor Sherry Senis – Councillor Gerry Herron –
Whereas the Economic Development and Business Committee requested that Council lobby the Provincial government to address physician recruitment needs;

Now therefore be it resolved that the Township of Selwyn request a delegation at the 2022 ROMA Conference with the Minister of Health to discuss the need for a physician recruitment program to support underserviced municipalities in Ontario.

Carried.

Resolution No. 2021– 282 – Economic Development and Business Committee – Member Recruitment

That the Township of Selwyn supports the recruitment of one (1) new member to the Economic Development and Business Committee to fill a vacancy for the remainder of this term (until December 2022).

Carried.

Resolution No. 2021– 283 – Traffic Calming Measures - Speed Awareness Board

Donna Ballantyne – Councillor Anita Locke –
That the Township of Selwyn support the request of the Smith Ennismore Police Services Board to include \$6,000 in the proposed 2022 capital budget for the purchase of traffic calming tools including, but not limited to, a portable speed awareness board and necessary mounting equipment; and further that the use of the speed awareness board be limited to the wards of Smith and Ennismore.

Carried.

Resolution No. 2021– 284 – Municipal Officer’s and Staff Reports – Information/Housekeeping/Non-Controversial

Deputy Mayor Sherry Senis – Councillor Anita Locke –
That the report of the Manager of Community & Corporate Services/Clerk with respect to the Council meeting schedule for 2022 and 2023 Budget schedule be received for information; and that no Town Hall meetings be scheduled in 2022 due to the 2022 Municipal Election; and that the following dates be scheduled in 2022 to establish regular and special Council meetings and the 2023 Budget Schedule:

2022 Regular Council Meeting Schedule		
5:00 pm Meeting	6:00 pm Meeting	Notes:
One meeting in January	January 18	ROMA – January 24-25, 2022
February 8	February 22	OGRA – Feb. 27 – Mar. 1, 2022
March 8	March 22	
April 12	April 26	
May 10	May 24	
June 7	June 28	June 12 -15, 2022 AMCTO (Staff) Conference
One meeting in July and August	July 12	
	August 9	AMO Conference – August 14-17, 2022
September 13	September 27	Ontario East Conference – September 14-16, 2022 (TBC)
One meeting in October due to Municipal Election	October 11	Regular Meeting and C of A Municipal and School Board Election – October 24, 2022
One meeting in November due to Municipal Election	November 8	Regular Meeting and C of A
November 14, 2022 – End of Council Term		
New Term of Council		
Inaugural Council Meeting	November 22	3:00 PM
Council Orientation, Strategic Planning and Goal Setting	December 1	9:00 AM
Capital and Preliminary Budget Discussion/Preliminary Work Plans	December 8* <i>noted below as well</i>	9:00 AM
One regular meeting in December	December 13 – 5:00 PM	Regular Meeting and Committee of Adjustment
One regular meeting in January	January 17, 2023 – 5:00 PM	Regular Meeting and Committee of Adjustment

Budget Schedule (2023 Budget)		
December 8	9:00 AM	Draft 2023 Capital Budget Major 2023 Budget Impacts and Preliminary Work Plans 2023
January 26, 2023	9:00 AM	Draft 2023 Budget (Operations)
February 14, 2023	6:00 PM (part of regular meeting)	Final adoption of the 2023 Taxation Budget

; and

That the report of the Deputy Clerk regarding various By-laws be received for information; and that By-law 2021-083, being a By-law to amend Schedule A of By-law 2021-065, to regulate and establish business licencing for boarding, lodging and rooming houses; and that By-law 2021-084, being a By-law to adopt a Fireworks Policy for all properties owned by the Township of Selwyn be forwarded to the By-law section of the agenda for consideration; and

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

Correspondence for Direction

None.

Correspondence for Information

That the following items of correspondence be received for information:

1. ROMA Insider - 2020 ROMA Annual Report
2. AMO Policy Update – Community Paramedicine, Broadband Internet, and Long-Term Care Inspections
3. AMO Policy Update – OMPF Allocations and LTC Development Call
4. AMO Policy Update – New Long-Term Legislation, Additional Personal Support Workers' Wage Enhancements, New LTC Personal Support Workers and Nurses Training
5. CUPE - OMERS Investment Performance
6. Kawartha Chamber of Commerce
 - NewsFlash - October 26, 2021
 - NewsFlash – November 2, 2021
7. Trent Lands & Nature Areas Plan - Progress Update
8. Ombudsman Ontario – October Newsletter
9. Municipality of Leamington - 2021 OHIP
10. City of Kitchener - Vaccine Passport Program
11. City of Kitchener & Municipality of Port Colborne Renovictions
12. Lakefield and District Horticultural Society - Thank you
13. Emails from Public - 44 Bridge Street, Lakefield; and

Committee Reports

That the minutes of the Economic Development and Business Committee meeting of September 27, 2021 and October 25, 2021; and

That the minutes of the Selwyn Public Library Board meeting of July 20, 2021 and September 28, 2021; and

That the minutes of the Municipal Heritage Committee meeting of September 23, 2021; and

That the minutes of the Smith-Ennismore Police Services Board meeting of October 13, 2021; and

That the minutes of the Peterborough Police Services Board meeting of October 13, 2021 and 2021 Q3 Financial Report; and

That the minutes of the Accessibility Advisory Committee meeting of October 27, 2021 be received for information.

Carried

Petitions

None.

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

Other, New & Unfinished Business

Resolution No. 2021 – 285 – 2022 ROMA Delegation Request

Councillor Anita Locke – Councillor Donna Ballantyne –

That the Township of Selwyn request a delegation with the Ministry of Health and Long-Term Care pertaining to the need for additional long-term care beds in Selwyn.

Carried.

By-laws

Resolution No. 2021 – 286 – By-laws First, Second & Third Reading

Councillor Anita Locke – Councillor Donna Ballantyne –

That By-law 2021-083, being a By-law to amend the schedule for By-law 2021-065 - Rooming, Boarding and Lodging Houses; and

That By-law 2021-084, being a By-law to adopt a Fireworks Policy for Township owned lands be read a first, second and third time and finally passed.

Carried.

Resolution No. 2021 – 287 – Confirming

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That By-law 2021-085, being a By-law to confirm the proceedings of the meeting of Council held on November 9, 2021 be read a first, second and third time and finally passed.

Carried.

Adjournment

Resolution No. 2021 – 288 – Adjournment

Councillor Gerry Herron – Councillor Donna Ballantyne –

That the meeting be adjourned. (6:27 PM)

Carried.