

Township of Selwyn Regular Council Meeting

Tuesday, April 12, 2022 – 5:00 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>

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

- Motion to adopt the minutes of the Regular Council Meeting of [March 22, 2022](#) and the Special Council Meeting - CAO Performance Evaluation [March 22, 2022](#)
- Discussion out of the minutes

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

- (a) 5:00 PM – Staff Introduction - Lily Morrow, Sustainability Coordinator
- (b) 5:05 PM – Peter Nielsen, County of Peterborough and Gene Chartier Paradigm Transportation Solutions Ltd. - [Off-Road Vehicle \(ORV\) Presentation](#)
 - i) Janice Lavalley, Chief Administrative Officer – [ORV Report](#)
 - County - [ORV Report Summary](#)
 - County - [ORV Concept Map - Selwyn](#)
 - County - [ORV Concept Map - All Municipalities](#)
- (c) 5:30 PM – Public Meeting – Official Plan and Zoning By- Law Amendment
 - i) Per Lundberg, Planner - [Zoning By-law Amendment C-01-22 – Part Lot 3, Concession 9 – Kildeer \(Ennismore\)](#)
 - Attachment - [Draft Zoning By-law Amendment prepared by Township Planning Staff](#)
 - Attachment - [Agency Correspondence](#)
 - Attachment - [Public Comments](#)

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) Janice Lavalley, Chief Administrative Officer – [2022 – First Quarter Reports](#)
 - 1. [Chief Administrative Officer](#)
 - 2. [Building and Planning Department](#)
 - [Q1 - Statistics](#)
 - [Building Permit Key Performance Indicators- KPI](#)
 - 3. [Community & Corporate Services/Clerk's Department](#)
 - 4. [Finance Department](#)
 - 5. [Fire Department](#)
 - [Calls per Hall, Monthly Calls & 1st Quarter Graph](#)
 - 6. [Human Resources](#)
 - 7. [Library](#)
 - [Circulation Statistics](#)
 - [Programming Statistics](#)

8. [Parks and Recreation](#)
 9. [Public Works](#)
 10. [2021 Township of Selwyn Report Card](#)
 11. [Customer Service Results](#)
- (b) R. Lane Vance, Manager of Financial Services - [2022 – First Quarter Financial Report](#)
- Attachment - [Financial Statements](#)
- (c) R. Lane Vance, Manager of Financial Services and Adam Tobin, Water and Sewer Coordinator - [Lakefield Water & Sewer Budget 2022](#)
- Attachment - [PSAB Compliance Report – Lakefield Water & Sewer](#)
 - Attachment - [Budget Narrative & Worksheet Summary - Department # 30 Lakefield Sewer](#)
 - Attachment - [Capital Project Sheets and Related Photos](#)
 - Attachment - [Budget Narrative & Worksheet Summary - Department # 31 Lakefield Water](#)
 - Attachment - [Capital Projects Sheets and related photos](#)
 - Attachment - [Reserve Summary for Lakefield Water and Sewer](#)
- (d) Robert Kelly, Manager of Building and Planning - [Short Term Rental Industry Enforcement](#)
- Attachment - [Smith-Ennismore Police Services Board Meeting Minutes Oct. 25, 2021](#)
 - Attachment - [Report CAO 2021-035 considered by County Council Dec. 15, 2021](#)

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) R. Lane Vance, Manager of Financial Services - [2022 Consolidated Tax Rates](#)
- Attachment - [Consolidated Tax & Area Rates 2022 Comparison to 2021](#)
 - Attachment - [Tax Rate By-law 2022-032](#)
- (b) Robert Kelly, Manager of Building and Planning - [Sign By-law Variance – 37 Concession St., Lakefield](#)
- Attachment - [Site Plan](#)

- Attachment - [Proposed Sign Elevations](#)
- (c) Per Lundberg, Planner - [Zoning By-Law Amendment - Holding Symbol Removal](#)
 - Attachment - [Draft Zoning By-law Amendment](#)
 - Attachment - [Holding Removal Notice](#)
 - Attachment - [Agency Comments](#)
- (d) Angela Chittick, Manager of Community & Corporate Services/Clerk and Per Lundberg, Planner - [Shoreline Protection Initiatives](#)
 - Attachment - [Environment Council – Official Plan Comments Submission](#)
 - Attachment - [Protected Source Water Map](#)
- (e) Erica Cavanagh, Alternate Community Emergency Management Coordinator - [Emergency Preparedness Week 2022](#)
- (f) Tania Goncalves, Deputy Clerk – [Various By-laws](#)
- (g) P. Mike Richardson, Manager of Recreation Services - [Lakefield Marina Utilization Study](#)

6. Correspondence for Discussion and/or Decision

- (a) Correspondence Report – [April 12, 2022](#)

7. Peterborough County Report

- (a) Peterborough County Report – [April 12, 2022](#)

8. Committee Reports

- (a) Heritage Committee Minutes – Regular Meeting [February 24, 2022](#)
- (b) Accessibility Advisory Committee Minutes – Regular Meeting [March 23, 2022](#)
- (c) Peterborough Police Services Board Meeting Minutes – Public Meeting [February 8, 2022 & 2021 Fourth Quarter Complaints Summary](#) and Special Meeting [February 23, 2022](#)
- (d) Library Board Minutes of [January 25, 2022](#) and [February 22, 2022](#)

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) ~~Closed Session – Conference Call –~~ **Deferred to the April 26th meeting**
 - a. ~~Litigation or potential litigation matter affecting the municipality –~~
 - ~~Section 239. (2) (e) – Ongoing Litigation Matter – Verbal Update~~
 - b. ~~Closed Session Minutes – January 18, 2022, February 8, 2022 and March 22, 2022~~

12. By-laws

- (a) 2022-029 – ZBLA – Holding Removal Part Lot 24, Concession 8 (Smith) - (Hasson-1824 8th Line)
- (b) 2022-030 – ZBLA - 187 Kildeer Lane (Price)
- (c) 2022-031 – Agreement - Maxama Protection Inc for By-law Enforcement Services & Appointment
- (d) 2022-032 – Consolidated Tax Rate By-law 2022
- (e) 2022-033 – Confirming

Adjournment