

Corporation of the Township of Selwyn

**Regular Council Meeting
Tuesday, May 10, 2022**

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, May 10, 2022.

Council Present: Mayor Andy Mitchell
(virtually) Deputy Mayor Sherry Senis
Councillor Donna Ballantyne
Councillor Anita Locke

Council Regrets: Councillor Gerry Herron

Staff Present: Janice Lavalley, Chief Administrative Officer
(virtually) Angela Chittick, Manager of Community & Corporate Services /Clerk
R. Lane Vance, Manager of Finance/Treasurer
Robert Kelly, Manager of Building and Planning
Rick Dunford, Manager of Public Works
Gord Jopling, Fire Chief
Sarah Hennessey, Chief Librarian/CEO
Per Lundberg, Planner
Michelle Thornton, Deputy Treasurer/ I.T. Coordinator
Tania Goncalves, Deputy Clerk

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

Declaration of Pecuniary Interest

None.

Minutes

Resolution No. 2022 – 077 – Minutes

Deputy Mayor Sherry Senis – Councillor Anita Locke –

That the minutes of the regular Council meeting of April 26, 2022 be adopted.

Carried.

Deputations and/or Invited Persons and/or Public Meeting

Council welcomed new employees, Office Assistant Megin Hunter and Mechanic/Equipment Operator/Labourer Ryan Cummings.

Chair of the Library Board Julie Dillon made a presentation to Council to present the Selwyn Library's 2021 Annual Report. Selwyn Library CEO/Chief Librarian Sarah Hennessey was also in attendance to answer questions.

Resolution No. 2022 – 078 – 2021 Selwyn Library Annual Report

Councillor Anita Locke – Councillor Donna Ballantyne –

That the presentation from Selwyn Library Board Chair Julie Dillon regarding the 2021 Library Annual report be received for information.

Carried.

Question Period

None.

Municipal Officers & Staff Reports – Direction

Resolution No. 2022 – 079 – Asset Management Plan – Overview

Councillor Donna Ballantyne – Councillor Anita Locke –

That the presentation of the Manager of Financial Services providing an update on the Township's Asset Management Plan be received for information.

Carried.

Resolution No. 2022 – 080 – Short Term Rental Industry Enforcement Options

Councillor Anita Locke – Deputy Mayor Sherry Senis –

That the report of the Manager of Building and Planning regarding Short Term Rental Industry Enforcement Options be received for information, and

That Schedule "A" Section 14. Municipal Inspection Fees of By-law 2016-026, being the Township's Consolidated Tariff of Fees By-law be amended to include the following fees effective immediately:

First Occurrence Inspection	No Charge
Second Occurrence Inspection	\$ 500.00
Third Occurrence Inspection	\$1,000.00
Fourth Occurrence Inspection	\$1,500.00
Fifth Occurrence Inspection	\$2,000.00
Further Occurrence Inspections	previous fee plus \$500; and

That staff provide a summary report to Council for the months of June to September that identifies any complaints and enforcement activity related to short term rentals; and further, that an annual report be provided to Council in Q4 of each year, to summarize the complaint and enforcement statistics and review the success of the education/enforcement activities and identify any potential required enhancements; and

That the Township actively educate and enforce any By-laws/policies that pertain to short term rentals to ensure that there is timely and responsive enforcement.

Carried.

Resolution No. 2022 – 081 – 2022 Sand Dome Repair Project

Councillor Donna Ballantyne – Councillor Anita Locke –

That the report of the Manager of Public Works with respect to the repairs to the Smith and Ennismore sand domes be received for information; and

That the scope of the 2022 Sand Dome Inspection, Repair and Re-shingling Project tender be amended to include the repairs and re-shingling of the Smith sand dome; and

That the repairs and re-shingling of the Ennismore sand dome be considered as part of the 2023 Capital Budget.

Carried.

Resolution No. 2022 – 082 – Spring Rock Campground – Trailer Park Licence Fees

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That the correspondence from Spring Rock Trailer Camp related to annual trailer park licensing renewal fees be received for information; and

That the annual Trailer Park Licencing fee be reduced from \$150 to \$100 effective January 1, 2023 and that Schedule "A" Section 7. Licences of By-law 2016-026, being the Township's Consolidated Tariff of Fees By-law be amended accordingly and that a By-law to amend Section 4.02 of By-law 2013-083, Trailer Park By-law to update the annual licensing fee provisions to be established by the Tariff of Fees By-law be brought forward to the next Council meeting for consideration.

Carried.

Consent

Resolution No. 2022 – 083 – Municipal Officer's and Staff Reports – Information/Housekeeping/Non-Controversial

Councillor Anita Locke – Councillor Donna Ballantyne –

That the report of the Manager of Building and Planning regarding a proposed telecommunication tower located in Lakefield at PT Lt 26 CON 7 Smith, PTS 4, 5, 6, & 7 45R16006 be received for information; and that the Township of Selwyn endorse the non-concurrence recommendation of CRINS as detailed in the Land Use Authority Report and reject the siting of a telecommunication tower at the proposed location; and

That the report of the Manager of Public Works with respect to the 2022 micro-surfacing tender be received for information; and that, in accordance with the provisions of the tender document, the Township of Selwyn accept their portion of the Peterborough County Tender T-01-2022; and that the tender of Miller Paving, based upon the unit prices therein for the reduced scope of work in the 2022 micro-surfacing program, be approved at an estimated cost of \$96,995.00 (HST excluded); and

That the report of the Fire Chief with respect to the Fire Service Agreement with Curve Lake First Nation be received for information; and that By-law 2022-040, a By-law to authorize the execution of the Fire Services Agreement with Curve Lake First Nation be forwarded to the By-laws section of the agenda for consideration; and

That the report of the HR Coordinator with respect to the Organizational Policy Updates be received for information; and that the Organizational Policies be updated as follows:

- Addition of the position of Deputy Fire Chief to Policy 1.2, and
- Adoption of Policy 1.12 Disconnecting from Work policy; and

That the report from the HR Coordinator regarding the staffing update for the position of Office Assistant/Receptionist be received for information; and

That the report of the Manager of Community & Corporate Services/Clerk with respect to the 2022 Municipal Election – Lame Duck provisions be received for information; and

That the report of the Manager of Community & Corporate Services/Clerk regarding various By-laws be received for information; and that By-law 2022-042, a By-law to authorize the Mayor and the Clerk to execute the transfer of Part 2 on R-Plan 45R- 17296, from The Roman Catholic Episcopal Corporation for the Diocese of Peterborough to the Township of Selwyn to facilitate the extension of Township sidewalk and that the Clerk be authorized to execute any other related documents to facilitate the transfer of the said lands; and that By-law 2022-041, a By-law to adopt an Encumbrance By-law and to repeal By-law 2008-011 and that the new Encumbrance By-law 2022-041 include the provision for Inspection Fees to be charged in accordance with the Township's Tariff of Fees By-law 2016-026, be brought forward to the By-law section of the agenda for consideration; and

Correspondence for Direction

1. Minister of the Environment, Conservation and Parks - 2022 Provincial Day of Action on Litter

That the correspondence from the Ministry of the Environment, Conservation and Parks regarding the 2022 Provincial Day of Action on Litter be received for information; and that May 10th, 2022 be proclaimed as the 2022 Provincial Day of Action on Litter in Selwyn Township.

2. Patricia & David Morton – Lakefield Campground

That the correspondence from Patricia and David Morton regarding the operational changes to the Lakefield Campground be received for

information; and that a copy of the April 26, 2022 staff report and Campground Operating Agreement be provided to the Mortons for their information; and

That the Mortons be advised that the new agreement with the Otonabee Region Conservation Authority (ORCA) will commence on November 1st, 2022, at which time the terms of the agreement with ORCA will be implemented and that the existing agreement with the current operator of the Lakefield Campground will remain in place for the 2022 camping season with the exception that the overflow camping that has been used adjacent to the Lakefield Trail be discontinued commencing in the 2022 camping season and beyond; and

Correspondence for Information

That the following items of correspondence be received for information:

3. Association of Municipalities of Ontario - Members' Update: Provincial Election Watch
4. Ombudsman Ontario – April Newsletter
5. Peterborough & Kawartha Chamber – Newsletter 2022
6. Statistics Canada – 2021 Census Findings Release
7. City of Vaughan – Final Authority for Development Planning
8. Multi-Municipal Wind Turbine Working Group – Setbacks Recommendation
9. Municipality of Mississippi Mills – Ontario Must Build it Right the First Time
10. Town of Arnprior – Support for Humanitarian Efforts in Ukraine
11. Township of Cramahe – More Homes for Everyone Act
12. Township of Amaranth – More Homes for Everyone Act
13. Town of South Bruce Peninsula – New Home Tax Rebate Program
14. Town of Cochrane – Year of the Garden 2022
15. Town of West Lincoln – Abandoned Cemeteries
16. Township of Alnwick-Haldimand – Joint and Several Liability
17. Township of Muskoka Lakes - Decibel Limits on Boat Motor Noise; and

County Correspondence for Direction:

None.

County Correspondence for Information:

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

1. Recommended Changes to Draft County OP
 - Attachment - Appendix A
 - Attachment - Notice of Public Meeting Draft OP – May 18th, 2022
2. Development Charge By-Law
 - Attachment - By-law 2022-35
3. Microsurfacing Tender Award
 - Attachment - Appendix A – Public Works Review Committee Minutes – April 27, 2022
 - Attachment - Appendix B – Roads Review - Surface Treatment
4. Resource Productivity and Recovery Authority Datacall and Waste Management Master Plan Update to Council
 - Attachment – Presentation: Waste Management Master Plan Update to Council
5. Special Meeting Minutes – April 14, 2022
6. Minutes – April 20, 2022; and

Committee Reports

That the minutes of the Library Board meeting of March 29th, 2022; and

That the minutes of the Municipal Heritage Committee meeting of March 24th, 2022; and

That the regular minutes of the Peterborough Police Services Board meeting of March 8th, 2022 and the minutes of the special meeting of March 24th, 2022 and the 2021 Quarter 4 Policing Activity Report and the 2021 Year-End Financial Report be received for information.

Carried.

Petitions

None.

Council Portfolio Updates

Council provided brief verbal updates 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
- Sustainability, Culture and Senior Services – Councillor Anita Locke
- Governance and Inter-Governmental Relations – Mayor Andy Mitchell

Other, New & Unfinished Business

Resolution No. 2022 – 084 – Multi-Media Marketing Campaign Update

Councillor Anita Locke – Deputy Mayor Sherry Senis –

That the update provided by Strexer Harrop Consulting Group regarding the Township's Multi-Media Marketing Campaign – Selwyn Connected be received for information.

Carried.

Resolution No. 2022 – 085 – Special Council Meeting

Deputy Mayor Sherry Senis – Councillor Anita Locke –

That a special meeting of Council be scheduled for May 17th, 2022 at 3:30 PM to conduct the Staff Remuneration Review (Closed Session Meeting).

Carried.

By-laws

Resolution No. 2022 – 086 – By-laws First, & Third Reading

Councillor Anita Locke – Councillor Donna Ballantyne –

That By-law 2022-038, being a By-law to impose sewer rates within the Lakefield sewer service area; and

That By-law 2022-039, being a By-law to regulate the supply of water and impose water rates within the Lakefield water service area;

That By-law 2022-040, being a By-law to authorize the execution of a Fire Services Agreement with Curve Lake First Nation; and

That By-law 2022-041, being a By-law to adopt an Encumbrance By-law and to repeal By-law 2008-011; and

That By-law 2022-042, being a By-law to authorize the transfer of Part 2 on R-Plan 45R- 17296, from The Roman Catholic Episcopal Corporation for the Diocese of Peterborough to the Township of Selwyn to facilitate the extension of Township sidewalk be read a first, second and third time and finally passed.

Carried.

Resolution No. 2022 – 087 – Confirming

Deputy Mayor Sherry Senis – Councillor Donna Ballantyne –

That By-law 2022-043, being a By-law to confirm the proceedings of the meeting of Council held on May 10, 2022 be read a first, second and third time and finally passed.

Carried.

Adjournment

Resolution No. 2022 – 088 – Adjournment

Councillor Anita Locke – Councillor Donna Ballantyne –
That the meeting be adjourned (6:41 PM)

Carried.