

## Corporation of the Township of Selwyn

### Regular Council Meeting Tuesday, September 13, 2022

#### Virtual Council Meeting

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, September 13<sup>th</sup>, 2022.

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

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  
Per Lundberg, Planner  
Mike Richardson, Manager of Recreation Services  
Tania Goncalves, Deputy Clerk  
Lily Morrow, Sustainability Coordinator

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

A moment of silence was observed in memory of Her Majesty Queen Elizabeth II.

#### **Declaration of Pecuniary Interest**

None.

#### **Minutes**

##### **Resolution No. 2022 –152 – Minutes**

Councillor Anita Locke – Councillor Donna Ballantyne –

That the minutes of the regular Council meeting of August 9<sup>th</sup>, 2022 be adopted.

Carried.

#### **Deputations and/or Invited Persons and/or Public Meeting**

Council welcomed new employees, Facilities Maintenance Coordinator Jerry Jopling, Facilities Attendant Dawson Lickfold and Equipment Operator/Labourer Graham Young.

#### **Question Period**

None.

#### **Municipal Officers & Staff Reports – Direction**

##### **Resolution No. 2022 – 153 – Lakefield Marina Utilization Study**

Mayor Andy Mitchell – Councillor Donna Ballantyne –

That the report of the Chief Administrative Officer with respect to the Lakefield Marina Utilization Study be received for information; and

That the Lakefield Marina Utilization Study as prepared by Monteith Brown Planning Consultants be endorsed; and

That staff be directed to proceed with the implementation of the recommendations as outlined in the attached Summary of Recommendations and Implementation Timelines

and further that those recommendations related to business opportunities such as wayfinding signage and initiatives to increase awareness of local amenities be implemented at the earliest practical time.

Carried.

**Resolution No. 2022 – 154 – Bill 109 Amendment - Planning Applications, Refund of Fee Timelines**

Councillor Anita Locke – Mayor Andy Mitchell –

That the report of the Manager of Building and Planning regarding the Bill 109 amendments to the Planning Act related to timelines for the refund of fees for certain planning act applications be received for information; and

That the Township of Selwyn initiate an Official Plan Amendment that would provide the Township with the ability to prescribe complete application requirements for Planning Act applications through amendments to the Township Pre-Consultation and Site Plan Control By-laws.

Carried.

**Resolution No. 2022 – 155 – County of Peterborough Transportation Master Plan Public Information Centre**

Mayor Andy Mitchell – Councillor Anita Locke –

That the report of the Chief Administrative Officer with respect to the County of Peterborough Transportation Master Plan Public Information Centre be received for information; and that the staff report regarding the same be forwarded to the County of Peterborough for information.

Carried.

Township Planner Per Lundberg announced that the County of Peterborough and the Township of Selwyn are holding a public meeting to consider an application to amend the Comprehensive Zoning By-law for the Township of Selwyn, in accordance with Sections 34 of The Planning Act. The notice was provided to the prescribed ministries and agencies via email. The notice 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 to the Ontario Land 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 Amendment, a written request must be made to the Township.

A public meeting commenced at 5:32 PM to consider an application to amend the Comprehensive Zoning By-law for the Township of Selwyn, in accordance with Sections 34 of The Planning Act. The amendment relates to the property described as Part of Lot 27, Concession 7 in the Lakefield Ward having the municipal address of 8 Caroline Street. The subject lands are designated Low Density Residential and are zoned Community Facility Exception 4 (CF-4) Zone. It was noted that the Zoning By-law Amendment is a condition of consent to sever application B-84-21, which was imposed by the Township. The severed and retained lots are proposed to be used for residential purposes. The severed parcel will be zoned Residential Type One (R1) Zone. The retained parcel will be zoned Residential Type One Exception 596 (R1-596) Zone to recognize existing setbacks, lot coverage and size that are not in compliance with the (R1) zone regulations. Mr. Lundberg advised that the current Community Facility Exception Four (CF-4) Zone applicable to the subject lands allowed for the operation of a daycare centre which the current owner of the property is not proposing to continue. It was noted that comments of no concern were received from the Kawartha Pine Ridge District School Board, Enbridge Gas Inc., and the Otonabee Region Conservation Authority. There was one (1) member of the public who attended the virtual meeting. The public meeting concluded at 5:38 PM.

**Resolution No. 2022 – 156 – Zoning By-law Amendment – Part Lot 27, Concession 7 (Lakefield)**

Mayor Andy Mitchell – Councillor Donna Ballantyne –  
That the report of the Planner regarding the Zoning By-law Amendment related to lands described as 8 Caroline Street being Part of Lot 27, Concession 7 in the Lakefield Ward be received for information; and

That By-law 2022-062, being a By-law to re-zone certain lands situated in Part of Lot 27, Concession 7 in the Lakefield Ward from Community Facility Exception 4 (CF-4) Zone to Residential Type One (R1) Zone and Residential Type One Exception 596 (R1-596) be brought forward to the By-law section of the agenda for consideration.

Carried.

Veronica Mason from Baker Tilly KDN LLP - Chartered Accountants made a presentation to Council regarding the 2021 Financial Statements.

**Resolution No. 2022 – 157– Baker Tilly Deputation – Audited Financial Statements 2021**

Councillor Anita Locke – Councillor Donna Ballantyne –  
That the presentation from Veronica Mason of Baker Tilly KDN LLP– Chartered Accountants regarding the 2021 Audited Financial Statements be received for information.

Carried.

**Resolution No. 2022 – 158 – Audited Financial Statements 2021**

Mayor Andy Mitchell – Councillor Donna Ballantyne –  
That the report of the Manager of Financial Services regarding the audited financial statements for the year ending December 31, 2021 be received for information; and

That the statements as presented by Baker Tilly KDN LLP - Chartered Accountants at the September 13, 2022 regular Council meeting be approved and prepared for posting on the Township website.

Carried.

**Consent**

**Resolution No. 2022 – 159 – Municipal Officer’s and Staff Reports – Information/Housekeeping/Non-Controversial**

Councillor Donna Ballantyne – Councillor Anita Locke –  
That the report of the Manager of Financial Services entitled Development Charges - Annual Indexing be received for information; and

That the report of the Sustainability Coordinator regarding the Transit Service Agreement with the Trent Central Student Association be received for information; and that By-law 2022-064, a By-law to authorize the Clerk to execute an agreement with the Trent Central Student Association to provide Trent University students with access to The Link transportation service be forwarded to the By-law section of the agenda for consideration; and

That the report of the Manager of Building and Planning regarding Short Term Rental Enforcement Activity be received for information; and

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

That the report of the Deputy Clerk regarding various By-laws be received for information; and that By-law 2022-063, being a By-law to establish and appoint members to a Compliance Audit Committee in accordance with Section 88.33 – 88.37 of the Municipal Elections Act to review applications for campaign compliance audits in relation to the 2022 Municipal Election along with the Terms of Reference for the Compliance Audit Committee be brought forward to the By-law section of the agenda for consideration; and

### **Correspondence for Direction**

None.

### **Correspondence for Information**

That the following items of correspondence be received for information:

1. Association of Municipalities Ontario - Provincial Health News from a Municipal Lens, Canada Child Care Plan Update, Flood Hazard Identification and Mapping Program
2. Association of Municipalities Ontario - Standing Committee on Bill 3, Strengthening Public Health, Increasing and Preserving Purpose-Built Rental Housing Strategy
3. Association of Municipalities Ontario - Strong Mayors, Building Homes Act
4. Association of Municipalities Ontario - Throne Speech and Budget
5. Association of Municipalities Ontario - High-Speed Internet Access Announcement
6. Association of Municipalities Ontario - Mental Health and Addictions Submission and Automated Camera - Based Enforcement Guidance Released
7. City of Owen Sound - Changes to Amber Alert System
8. Municipality of Shuniah – C-233 Keira's Law
9. Municipality of Hanover - Physician Shortages
10. Tay Valley Township- Resolution - OMAFRA Ontario Wildlife Damage Compensation Program Administrative Fee (AMO Letter)
11. Town of Aylmer - Warming and Cooling Centre Policy
12. Town of South Bruce Peninsula - Mandatory Firefighter Certification
13. Town of Wasaga Beach - Strong Mayors, Building Homes Act
14. Peterborough Public Health - August Meeting Summary
15. Chamber of Commerce - Names New President and CEO; 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. Peterborough Yankee-Causeway-Chemong Bridge PIC 2 Notice
2. Report - Speed Zones - County Road 14
3. Federal Electoral Boundaries Commission
4. Report - Council Calendar 2023
  - Appendix 1 Council Calendar 2023
5. Report - Paramedic Satisfaction Survey
  - Appendix A Satisfaction Survey
6. Minutes - August 3, 2022

Carried.

### **Committee Reports**

None.

### **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

### **By-laws**

#### **Resolution No. 2022 – 160 – By-laws First, & Third Reading**

Mayor Andy Mitchell – Councillor Anita Locke –

That By-law 2022-062, being a By-law to re-zone certain lands situated in Part of Lot 27, Concession 7 in the Lakefield Ward from Community Facility Exception 4 (CF-4) Zone to Residential Type One (R1) Zone and Residential Type One Exception 596 (R1-596); and

That By-law 2022-063, being a By-law to establish and appoint members to a Compliance Audit Committee in accordance with Section 88.33 – 88.37 of the Municipal Elections Act; and

That By-law 2022-064, a By-law to authorize the Clerk to execute an agreement with the Trent Central Student Association be read a first, second and third time and finally passed.

Carried.

### **Other, New & Unfinished Business**

#### **Resolution No. 2022 – 161 – Closed Session**

Councillor Anita Locke – Councillor Donna Ballantyne –

That the next portion of the meeting be closed to the public pursuant to Section 239 (2) (b) in order that Council may discuss a matter regarding an identifiable individual (6:22 PM).

Carried.

#### **Resolution No. 2022 – 162 – Rise Closed Session**

Councillor Anita Locke – Councillor Donna Ballantyne –

That Council now rise from closed session (6:30 PM)

Carried.

#### **Resolution No. 2022 – 163 – Confirming**

Mayor Andy Mitchell – Councillor Donna Ballantyne –

That By-law 2022-065, being a By-law to confirm the proceedings of the meeting of Council held on September 13, 2022 be read a first, second and third time and finally passed.

Carried.

### **Adjournment**

#### **Resolution No. 2022 – 164 – Adjournment**

Councillor Anita Locke – Councillor Donna Ballantyne –

That the meeting be adjourned. (6:30 PM)

Carried.