

**Corporation of the Township of Selwyn**

**Special Council Meeting  
Orientation Meeting  
Thursday, December 1, 2022**

**Council Chambers, 1310 Centre Line**

A special meeting of the Council of the Township of Selwyn was held on Thursday, December 1, 2022 at the Council Chambers, 1310 Centre Line to provide an orientation to the members of Council.

**Present:** Mayor Sherry Senis  
Deputy Mayor Ron Black  
Councillor John Boyko  
Councillor Mary Coulas  
Councillor Brian Henry

**Staff Present:** Janice Lavalley, Chief Administrative Officer  
Angela Chittick, Manager of Community & Corporate Services/Clerk  
R. Lane Vance, Manager of Financial Services/Treasurer  
Robert Kelly, Manager of Building and Planning  
Rick Dunford, Manager of Public Works  
Sarah Hennessey, C.E.O/Chief Librarian  
Kim Berry, HR Coordinator  
Per Lundberg, Planner  
Tania Goncalves, Deputy Clerk

The Council meeting commenced at 9:00 AM. with Mayor Sherry Senis in the Chair.

**Declaration of Pecuniary Interest**

None.

**Minutes**

None.

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

Integrity Commissioner Robert Swayze provided an overview of the Council Code of Conduct, Pecuniary Interest and the role of an Integrity Commissioner.

**Resolution No. 2022 – 200 – Integrity Commissioner – Council Orientation**

Councillor John Boyko – Councillor Mary Coulas –

That the presentation by Integrity Commissioner Robert Swayze to provide an overview of the Council Code of Conduct, Pecuniary Interest and the role of an Integrity Commissioner be received for information.

Carried.

**Question Period**

None.

**Municipal Officers & Staff Reports – Direction**

Township Chief Administrative Officer Janice Lavalley along with various Department Managers provided an overview of the roles of Council and staff, the Township's organizational structure, strategic goals and priorities, communications, planning processes, budget and audit timing, as well as a financial health summary. An overview of the Safe Drinking Water Act was also provided.

**Resolution No. 2022 – 201 – Orientation Presentation**

Councillor Brian Henry – Councillor John Boyko –

That the presentation from the Chief Administrative Officer and various Department Managers to provide an overview of the roles of Council and staff, the Township's organizational structure, strategic goals and priorities, communication, planning processes, financial health summary and an overview of the Safe Drinking Water Act be received for information.

Carried.

**Resolution No. 2022 – 202 – Township Committees and Board**

Councillor Brian Henry – Deputy Mayor Ron Black –

That the report from the Manager of Community & Corporate Services/Clerk regarding Township Committees and Boards be received for information; and

That the following Council members be appointed to the Township's legislated Boards/Committees and that the required appointment By-laws be brought forward for consideration at the December 13<sup>th</sup> Council meeting:

- Mayor Sherry Senis - Library Board
- Councillor Brian Henry - Smith-Ennismore Police Services Board
- Councillor Mary Coulas - Accessibility Advisory Committee
- Deputy Mayor Ron Black and Councillor John Boyko – Otonabee Region Conservation Authority
- Councillor John Boyko - liaison representative Peterborough Police Service Board.

Carried.

**Resolution No. 2022 – 203 – Appointment to Committee of Adjustment**

Councillor John Boyko – Councillor Brian Henry –

That By-law 2022–077, being a By-law to appoint Mayor Sherry Senis, Deputy Mayor Ron Black, Councillors John Boyko, Mary Coulas and Brian Henry to act as members of the Committee of Adjustment be brought forward to the By-laws section of the agenda for consideration.

Carried.

**Resolution No. 2022 – 204 – Heritage Committee**

Councillor Mary Coulas – Councillor Brian Henry –

That appointments to the Heritage Committee be deferred to allow for sufficient review of the recently passed Bill 23, following which staff will provide Council with a report outlining impacts to the Township's heritage designation programs.

Carried.

**Resolution No. 2022 – 205 – Standing Advisory Committees**

Deputy Mayor Ron Black – Councillor Brian Henry –

That the Township's current standing advisory committees those being Economic Development and Business Committee (EDBC), Trail Advisory Committee and Parks and Recreation Advisory Committee be discontinued and that the Township adopt a task team/working group project specific model in lieu of the Standing Advisory Committees; and that staff prepare a report for Council's consideration to establish a framework that will guide Council on the formation of such teams/groups.

Carried.

**Resolution No. 2022 – 206 – Procedure By-law Amendment – Portfolios**

Councillor Mary Coulas – Deputy Mayor Ron Black –

That the Township's Procedure By-law be amended to remove reference to the Council Portfolios and brought forward to the December 13<sup>th</sup>, 2022 Council meeting for consideration.

Carried.

**Resolution No. 2022 – 207 – Council Meeting Start Time**

Deputy Mayor Ron Black – Councillor Brian Henry –

That the Township’s Procedure By-law be amended to establish a 1:00 pm Council meeting start time for regular meetings and that this amendment be brought forward to the December 13<sup>th</sup> meeting for Council’s consideration.

Carried.

**Resolution No. 2022 – 208 – 2023 Council Tours**

Councillor Mary Coulas – Councillor John Boyko –  
That the following special Council meetings be scheduled for 2023:

- Roads and Parks & Recreation Tour – May 24, 2023 – 9:00 AM
- Water and Wastewater Update and Tour of Facilities – June 14, 2023 – 9:00 AM

Carried.

**Resolution No. 2022 – 209 – 2023 Council Meeting and 2024 Budget Schedule**

Deputy Mayor Ron Black – Councillor Brian Henry –  
That the report of the Manager of Community & Corporate Services/Clerk with respect to the Council meeting schedule for 2023 and 2024 Budget schedule be received for information; and

That the Township Procedure By-law be amended to remove reference to Town Hall meetings and any other related procedure changes and brought forward to the December 13<sup>th</sup> meeting for Council’s consideration; and

That the following dates be scheduled in 2023 to establish regular Council meetings and the 2024 Budget Schedule:

2023 Regular Council Meeting Schedule	
One meeting in January	January 17
February 14	February 28
March 14	March 28
April 11	April 25
May 9	May 23
June 6	June 27
One meeting in July and August	July 11
	August 8
September 12	September 26
October 10	October 24
November 14	November 28
One regular meeting in December	December 12
One regular meeting in January	January 16, 2024

Budget Schedule (2024 Budget)		
November 23, 2023	9:00 AM	Draft 2024 Capital Budget
December 14, 2023	9:00 AM	Major 2024 Budget Impacts and Preliminary Work Plans 2024
January 25, 2024	9:00 AM	Draft 2024 Budget (Operations)
February 13, 2024	(part of regular meeting)	Final adoption of the 2023 Taxation Budget

Carried.

**Municipal Officers & Staff Reports – Information/Housekeeping/Non-Controversial**

None.

**Petitions**

None.

**Other, New & Unfinished Business**

None.

**By-laws**

**Resolution No. 2022 – 210 – By-law to Appoint Committee of Adjustment**

Councillor John Boyko – Deputy Mayor Ron Black –

That By-law 2022-077, being a By-law to appoint members to the Committee of Adjustment, be read a first, second and third time and finally passed.

Carried.

**Resolution No. 2022 – 211 – Confirming By-law**

Councillor Brian Henry – Councillor Mary Coulas –

That By-law 2022-078, a By-law to confirm the proceedings of the meeting of Council held on December 1, 2022 be read a first, second and third time and finally passed.

Carried.

**Adjournment**

**Resolution No. 2022 – 212 – Adjournment**

Deputy Mayor Ron Black – Councillor John Boyko –

That the meeting be adjourned. (12:23 PM)

Carried.