

**Corporation of the Township of Selwyn**

**Regular Council Meeting  
Tuesday, May 9<sup>th</sup>, 2023**

**Council Chambers, 1310 Centre Line**

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, May 9<sup>th</sup>, 2023 at the Council Chambers, 1310 Centre Line.

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

Staff Present: Janice Lavalley, CAO  
Angela Chittick, Manager of Community & Corporate Services /Clerk  
Robert Kelly, Manager of Building and Planning  
Mike Richardson, Manager of Recreation Services  
Adam Tobin, Manager of Public Works  
Per Lundberg, Planner  
Sarah Hennessey, Chief Librarian/CEO  
Meaghan Larocque, Communication & Marketing Coordinator  
Tania Goncalves, Deputy Clerk

The Council meeting commenced at 1:00 pm with Mayor Senis in the Chair.

**Declaration of Pecuniary Interest**

None.

**Minutes**

**Resolution No. 2023 –095 – Minutes**

Councillor Brian Henry – Councillor John Boyko –  
That the minutes of the regular Council meeting held on April 25<sup>th</sup>, 2023 be adopted.

Carried.

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

Selwyn Library Board Chair Andy Mitchell made a presentation to Council to present the Library's 2022 Annual report. Selwyn Library CEO/Chief Librarian Sarah Hennessey was also in attendance to answer questions. Library Board Member Catherine Praamsma was also in attendance.

**Resolution No. 2023 – 096– Selwyn Library – Annual Update**

Deputy Mayor Ron Black – Councillor John Boyko –  
That the presentation by Selwyn Library Board Chair Andy Mitchell regarding the 2022 Library Annual report be received for information.

Carried.

Chris Kawalec from the City of Peterborough made a presentation to Council pertaining to various Social Services, the Community Safety and Well-being Plan and the Peterborough County Hubs Program.

**Resolution No. 2023 – 097– Social Services, Community Safety and Well-being Plan & Hubs Program**

Councillor Mary Coulas – Councillor Brian Henry –  
That the presentation from Chris Kawalec from the City of Peterborough pertaining to Social Services, Community Safety and Well-being Plan and the Hubs Program be received for information.

Carried.

Tonya Kraan from Strexer Harrop Consulting Group made a presentation to Council on the Fundraising and Revenue Generation Strategy and Tool Kit. Adrienne Harrop from Strexer Harrop Consulting Group was also in attendance to answer any questions.

**Resolution No. 2023 – 098 – Fundraising Strategy and Toolkit**

Councillor Mary Coulas – Deputy Mayor Ron Black –

That the presentation by Tonya Kraan from Strexer Harrop Consulting Group regarding the Fundraising and Revenue Generation Strategy and Tool Kit be received for information.

Carried.

**Question Period**

None.

**Municipal Officers & Staff Reports – Direction**

**Resolution No. 2023 – 099 – Refreshment Vehicle Licencing By-law – Amendment 1**

Deputy Mayor Ron Black – Councillor John Boyko –

That Section 4. a) iii) of the draft Refreshment Vehicle Licensing By-law be amended to remove “Township Food Truck/Vendor Park Protocol” and replace it with “Township Food Truck/Vendor Protocol”.

Carried.

**Resolution No. 2023 – 100 – Refreshment Vehicle Licencing By-law – Amendment 2**

Deputy Mayor Ron Black – Councillor Mary Coulas –

That Section 4. j) of the draft Refreshment Vehicle Licensing By-law be removed and replaced with the following:

4. j) Hours of Operations  
Refreshment vehicles shall not operate between the hours of ten (10) p.m. and seven (7) a.m. of the following day.

Carried.

**Resolution No. 2023 – 101 – Refreshment Vehicle Licencing By-law – Amendment 3**

Councillor John Boyko – Councillor Mary Coulas –

That Section 5. a) of the draft Refreshment Vehicle Licensing By-law be removed and replaced with the following:

5. a) Temporary Licence  
A Refreshment Vehicle operator may apply for a temporary event license to operate a Refreshment Vehicle at an event at a designated location for the duration of the special event and for a period of not more than five (5) consecutive days.

Carried.

**Resolution No. 2023 – 102 – Refreshment Vehicle Licencing By-law Update**

Councillor Brian Henry – Deputy Mayor Ron Black –

That the report regarding the Refreshment Vehicle Licencing By-law update be received for information; and

That a final draft of the By-law, as amended to reflect the input received, be brought to the May 23, 2023 Council meeting for consideration.

Carried.

**Resolution No. 2023 – 103 – Draft Fundraising and Revenue Generation Strategy & Tool Kit**

Councillor Brian Henry – Councillor John Boyko –

That the report of the Communications & Marketing Coordinator regarding the draft Fundraising and Revenue Generation Strategy & Toolkit be received for information; and

That Council endorse, in principle, the Township's Fundraising and Revenue Generation Strategy & Tool Kit; and

That based on feedback received by Council, an Action Plan be provided at a future Council meeting to implement the Corporate Revenue Generating recommendations from the Fundraising and Revenue Generation Strategy; and

That the Fundraising Toolkit be posted on the Township website and promoted and shared to charities and non-profits; and

That as part of the 100 hours of additional consulting support, Strexer Harrop Consulting Group:

- Conduct a grant writing workshop for local community groups and organizations; and
- Conduct a "Google My Business" workshop for local businesses to increase their electronic presence; and
- Work with Township staff to develop a Food Truck/Vendor Protocol for the Township, pending feedback on the Refreshment Vehicle By-law review.

Carried.

**Resolution No. 2023 – 104 – Budget Amendment – Olympia Ice Resurfacers**

Councillor Brian Henry – Councillor John Boyko –

That the report of the Manager of Recreation Services entitled Olympia Ice Resurfacers Maintenance for Ennismore and Lakefield Arenas be received for information; and

That staff prepare the required budget amendment to accommodate the completion of this work as outlined in the staff report and that the Parks and Recreation Equipment Replacement schedule be updated to reflect the amendment.

Carried.

**Resolution No. 2023 – 105 – Budget Amendment – Multi Sports Courts**

Councillor John Boyko – Councillor Brian Henry –

That the report of the Manager of Recreation Services entitled Completion of Multi-sport Courts at Ennismore and Lakefield Project be received for information; and

That the quotation submitted by Court Surface Specialists Ltd. for the painting services for the multi-sport courts be accepted; and

That the installation of court dividers be approved as an additional component of the project: and

That staff prepare the required budget amendment to accommodate the completion of this project as outlined in the staff report.

Carried.

**Resolution No. 2023 – 106 – Budget Amendment – Upgrades and Transition Cost for Lakefield Campground**

Deputy Mayor Ron Black – Councillor Mary Coulas –

That the report of the Manager of Recreation Services entitled Upgrades and Transition Costs for the Lakefield Campground be received information; and

That staff prepare the required budget amendment to accommodate the completion of this work as outlined in the staff report.

Carried.

**Resolution No. 2023 – 107 – Asset Management Proposal – Facilities**

Councillor John Boyko – Deputy Mayor Ron Black –  
That the report of the Manager of Financial Services regarding the Asset Management Proposal – Facilities be received for information; and

That the Facility Condition Assessments Proposal from Ron A. Awde Architect in the amount of \$59,000 (HST excluded) be approved as an upset limit; and

That the 2023 Budget be amended to offset costs to complete the Assessment; and

That By-law 2023-035, being a By-law to authorize the Manager of Financial Services to execute a service agreement with Ron A. Awde Architect for Facility Condition Assessments be brought forward to the By-law section of the agenda for Council consideration.

Carried.

**Consent Items**

**Resolution No. 2023 – 108 – Municipal Officer’s and Staff Reports – Information/Housekeeping/Non-Controversial**

Councillor Brian Henry – Councillor John Boyko –

That the report of the Planner regarding the Zoning By-law Amendment – Removal of a Holding Symbol related to lands described as Plan 6 Park Lot 2 (Lakefield Ward) having the municipal address of 26 Edward Street be received for information; and that By-law 2023-034 being a By-law to re-zone certain lands known as Plan 6 Park Lot 2 (Lakefield Ward) having the municipal address of 26 Edward Street from Multiple Residential Exception 597 holding (R3-597(h)) Zone to Multiple Residential Exception 597 (R3-597) Zone be brought forward to the By-law section of the agenda for consideration; and

That the report regarding the Pride Crosswalk be received for information; and

That the report of the Deputy Clerk with respect to various By-laws be received for information; and that By-law 2023-031 be brought forward to the By-laws section of the agenda to authorize the Clerk to execute a funding agreement with Earth Day Canada for the *Charged for Change* program related to the installation of public electric vehicle (EV) charging stations; and further

That authorization be given to purchase the EV units through the AMO’s Local Authority Services (LAS), who provide competitively-priced and sustainable co-operative business services for Ontario municipalities and the broader public sector and that a tender be issued for the electrical installation component of the project and that a budget amendment come forward to a future meeting to incorporate this project into the 2023 budget; and

That By-law 2023-032, being a By-law to appoint Alisha Bauer as a Livestock Valuer for the Township and to repeal By-law 2014-003, being a By-law that appointed John Allen and Andy Vollering as Livestock Valuers for the Township be brought forward to the By-law section of the agenda for consideration; and

That the report from the HR Coordinator regarding the staffing update for the positions of Landfill Site Supervisor/ Equipment Operator and I.T. Support Specialist be received for information.

**Correspondence for Direction**

That the following items of correspondence be received for information and that staff proceed with the recommended direction therein:

1. Provincial Day of Action on Litter

That the correspondence from the Ministry of the Environment, Conservation and Parks regarding the annual Provincial Day of Action on Litter be received for information; and that the Township of Selwyn declare May 9<sup>th</sup>, 2023 as Day of Action on Litter and that information be shared on the Township's various communication platforms to educate on the impacts of litter and waste in our communities; and

### **Correspondence for Information**

That the following items of correspondence be received for information:

2. Municipal Property Assessment Corporation – Annual Report
3. The Federation of Northern Ontario Municipalities – Bail Reform
4. AMO Policy Update – Legislation & New Resources
5. City of Stratford – Long Term Care Funding for Community Care Services
6. Municipality of Shuniah – Council Resolution (Enbridge Charges)
7. Town of Fort Erie – Change to the Municipal Oath of Office
8. Township of Mulmur and County of Dufferin – Bill 5
9. Township of West Lincoln – Bill 5
10. Bonfield Township – Long Term Care Funding
11. Bonfield Township – Call to Action on Housing and Homelessness
12. Bonfield Township – Lift the Moratorium on Pupil Accommodation
13. Bonfield Township – Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales
14. Oxford County – Support for Bill 5 – Stopping Harassment and Abuse by Local Leaders Act
15. Enbridge – Locate Charge Bill 93; and

### **Committee Reports**

That the minutes of the Smith Ennismore Police Services Board Minutes meeting of April 24, 2023 be received for information.

Carried.

### **Petitions**

None.

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

None.

### **By-laws**

#### **Resolution No. 2023 – 109 – By-laws First, & Third Reading**

Councillor John Boyko – Deputy Mayor Ron Black –

That By-law 2023-031, a By-law to authorize the execution of a funding agreement between the Corporation of the Township of Selwyn and Earth Day Canada for the Charged for Change Program; and

That By-law 2023-032, a By-law to appoint Alisha Bauer as a Livestock Valuers for the Township of Selwyn and to repeal By-law 2014-003; and

That By-law 2023-033, a By-law to appoint members to the Municipal Heritage Committee; and

That By-law 2023-034, a By-law passed pursuant to the provisions of Section 34 of *The Planning Act*, R.S.O. 1990, as amended to amend the Township of Selwyn Comprehensive Zoning By-law No. 2009-021, related to 26 Edward Street (Lakefield Ward), as otherwise amended; and

That By-law 2023-035, a By-law to authorize the execution of an agreement with Ron A. Awde Architect for Facility Condition Assessments, be read a first, second and third time and finally passed.

Carried.

**Resolution No. 2023 –110 – Confirming By-law**

Councillor Brian Henry – Councillor Mary Coulas –

That By-law 2023-036, being a by-law to confirm the proceedings of the regular meeting of Council held on May 9, 2023 be read a first, second and third time and finally passed.

Carried.

**Adjournment**

**Resolution No. 2023 – 111 – Adjournment**

Councillor Brian Henry – Deputy Mayor Ron Black –

That the meeting be adjourned. (3:05 pm)

Carried.

DRAFT