

**Corporation of the Township of Selwyn**

**Regular Council Meeting  
Tuesday, September 12<sup>th</sup>, 2023**

**Council Chambers, 1310 Centre Line**

A regular meeting of the Council of the Township of Selwyn was held on Tuesday, September 12<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  
R. Lane Vance, Manager of Financial Services  
Robert Kelly, Manager of Building and Planning  
Per Lundberg, Planner  
Adam Tobin, Manager of Public Works  
Mike Richardson, Manager of Recreation Services  
Meaghan Larocque, Communication & Marketing Coordinator  
Tania Goncalves, Deputy Clerk  
Candace Massie, Development Approvals Technician

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

**Declaration of Pecuniary Interest**

Councillor Mary Coulas declared an indirect pecuniary interest as it relates to agenda item 6. a) 13. – Township of Emo - Black Ash Tree Classification.  
Councillor Coulas stated a pecuniary interest as it relates to her employment.

**Minutes**

**Resolution No. 2023 – 177– Minutes**

Councillor Brian Henry – Councillor John Boyko –  
That the minutes of the regular Council meeting held on August 8, 2023 be adopted.

Carried.

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

The Manager of Community & Corporate Services /Clerk Angela Chittick announced that the Township of Selwyn is holding a public meeting to consider a request to stop-up, close and dispose of a portion of the Tara Road road allowance described as part of the south half of the road allowance between Lots 5 & 6, Concession 4, designated as Part 2 on R-Plan 45R-17482, geographic Township of Ennismore, Township of Selwyn, being part of PIN 28443-0122 (LT). The purpose of the public meeting is to provide an opportunity for anyone who feels that his/her land will be adversely affected by the closure of the portions of the road allowance to express concerns/seek clarification. The applicants have followed the Township's Procedure for Closure and Disposal of Road Allowances and the public notice was provided in accordance with the Township's Disposal of a Road Allowances Policy. Mrs. Chittick noted that there was no correspondence received from the public related to the application. It was noted that the subject road allowance will be sold to the abutting landowners Richard and Jeanna Peacock. No one spoke in favour of or in opposition to the application. There was one (1) member of the public in attendance in person. The public meeting concluded at 1:04 PM.

**Resolution No. 2023 – 178 – Stop-Up and Close and Sale – Inland Road Allowance – Applicants Richard & Jenna Peacock - Tara Road**

Deputy Mayor Ron Black – Councillor John Boyko –

That the report of the Corporate Services Assistant regarding the request to stop-up and close and sell a portion of unopened road allowance between Part Lots 5 & 6, Conc 4, which was deemed surplus to the Township's needs, be received for information; and

That By-law 2023-064, a By-law to stop-up, close and sell the following lands to the abutting land owners Richard & Jeanna Peacock; lands described as part of the south half of the road allowance between Lots 5 & 6, Concession 4, designated as Part 2 on R-Plan 45R-17482, geographic Township of Ennismore, Township of Selwyn, being part of PIN 28443-0122 (LT) be forwarded to the By-law section of the agenda for consideration.

Carried.

**Question Period**

None.

**Municipal Officers & Staff Reports – Direction**

**Resolution No. 2023 – 179 – Financial Dashboard – Summary Template**

Councillor Brian Henry – Deputy Mayor Ron Black –

That the report of the Manager of Financial Services regarding the draft Dashboard Financial Report template be received for information; and

That a Dashboard Summary Financial Report as presented that provides a high-level outline of total revenues and expenses, including the addition of a summary page per department, be approved and that this Financial Dashboard Summary Report be included with future quarterly financial statement reporting.

Carried.

**Resolution No. 2023 – 180 – Fundraising Strategy Action Plan**

Councillor Brian Henry – Councillor Mary Coulas –

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

That the General Actions set out in the Fundraising and Revenue Generation Strategy Action Plan, as outlined in the report, be approved and implemented where appropriate; and

That the increases/changes to existing rates set out in the table noted in the report be approved and implemented in 2024 as part of the annual Tariff of Fees update; and

That the new rates set out in the table noted in the report be approved and implemented in 2024 as part of the annual Tariff of Fees update.

Carried.

Councillor Mary Coulas left the meeting due to her previously stated pecuniary interest related to agenda item 6. a) 13 and subsequently returned to the meeting as the following items were not related to the item that was subject to her stated pecuniary interest.

**Consent Items**

**Resolution No. 2023 – 181 – Municipal Officer's and Staff Reports – Information/Housekeeping/Non-Controversial**

Deputy Mayor Ron Black – Councillor John Boyko –

That the report of the Manager of Recreation Services entitled Tender for the Refurbishment of the Ennismore Recreation Complex Drinking Water System be received for information; and that the tender of Maloney Mechanical, in the amount of \$17,936.65 (HST excluded), for the replacement of the UV system, cartilage filter system and multimedia filters, be accepted; and that CWD Electric be engaged to complete the replacement of the system controller, wiring, programming and training at an upset limit of \$10,000; and

That the report of the Deputy Clerk regarding various By-laws be received for information; and that By-law 2023-063, being a By-law to authorize the execution of a merger agreement between the Corporation of the Township of Selwyn and Brian Harper and Douglas Brent Harper & Bonnie Harper for lands legally described as Pt South ½ LT 22 Con 6, Smith Ward be forwarded to the By-laws 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. Ministry of Ontario - Preparing Students for Success
2. Ministry of Ontario - Making Progress on Work to Build at Least 1.5 Million Homes
3. Ministry of Ontario - Bringing High-Speed Internet Access to Remote Communities
4. Ministry of Ontario - High-Speed Internet
5. Ministry of Municipal Affairs and Housing - Building Faster Fund
6. AMO - Property Tax Assessment
7. AMO - Policy Update - Busy AMO 2023 Conference Achieves Momentum Across Priorities
8. Municipal Property Assessment Corporation - Regulation 261/23
9. Township of Puslinch - Short Term Rentals
10. Town of Plympton - Wyoming - Municipal Freedom of Information and Protection of Policy Act
11. Corporation of the Municipality of South Huron - Municipal Freedom of Information and Protection of Policy Act
12. Newson Family - Thank you; 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. COA - Second Quarter Report 2023
2. Notice of Public information Centre - Hickey's Bridge Replacement
3. Resolution - Floating Home not Vessels
  - Attachment - Transport Canada-Floating Homes
4. Resolution - Draft Provincial Planning Statement - Natural Heritage
  - Attachment – Resolution - Draft Provincial Planning Statement - Natural Heritage
5. Resolution - Township of Selwyn - Short Term Rentals
6. Resolution - County Official Plan - ERO posting 15-OP-227956
7. Regular Meeting - August 2, 2023; and

**Committee Reports**

That the minutes of the Peterborough Police Services Board regular meeting of July 11, 2023; and

That the minutes of the Accessibility Advisory Committee meeting of August 3, 2023 be received for information.

Carried.

Township Planner Per Lundberg announced that the County of Peterborough and the Township of Selwyn are holding a joint public meeting to consider applications to amend the local component of the County of Peterborough Official Plan for the Township of Selwyn, in accordance with Section 17 of The Planning Act. The prescribed notice of complete application and the public meeting was jointly advertised by the Township and County in the Peterborough Examiner. The notice was provided to the prescribed ministries and agencies via email. The notice was also available on the County and Township websites. If a person or public body does not make an oral submission at the public meeting or make a written submission to the County of Peterborough and/or the Township of Selwyn before the Official Plan amendment is adopted the person or public body is not entitled to appeal the decision of the Councils of the County and 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 County of Peterborough or Township of Selwyn on the proposed Official Plan or Zoning By-law Amendment, a written request must be made to the County or Township. Planner Caitlin Saccoccia as well as County Councillor Terry Lamshead (virtual attendance – arrived at 1:49 pm) representing the County of Peterborough were present as the County is the approval authority for the Official Plan amendment application.

A public meeting commenced at 1:41 PM to consider an application to amend the local component of the County of Peterborough Official Plan for the Township of Selwyn, in accordance with Section 17 of The Planning Act. The amendment relates to the property described as being Part of Lot 26, Concession 7 in the former Smith Ward. The Official Plan Amendment application seeks to amend the 'Low Density Residential, Special Policy Area' designation of the subject lands to facilitate the creation of four (4) new residential lots by consent (severance). The subject lands are zoned Development (D) Zone and Environmental Protection (EP) Zone. A Zoning By-law Amendment is required to permit the proposed residential development as a condition of the approval of these related consent applications. The Zoning By-law Amendment will be brought before Council at a later date. Peterborough Public Health (PPH) has submitted comments of no objection noting that PPH approval will be required regarding the septic systems for the four new lots. Enbridge Gas, Hiawatha First Nation and the Kawartha Pine Ridge District School Board have submitted comments of no concern. It was also noted that public comments in opposition or expressing concerns were received from Judith Nicholas, Abbey Finley, Robert C. Mumby, Sharon Pomery and Robbie Melis. County Planner Caitlin Saccoccia reiterated that the applicant is proposing to create four (4) new residential lots through consent (severance). Mrs. Saccoccia also advised that the severances are subject to the Official Plan Amendment. It was also noted that the four (4) lots are functionally separate from the proposed Plan of Subdivision in Lakefield South which will come to Council as a separate application at a later date. The applicant's agent Kent Randall from EcoVue Consulting provided a brief overview of the application and noted that a number of studies were completed, and peer reviewed in support of the application including a hydrogeological study. Resident Robert Melis from 3232 Lakefield Road expressed concerns regarding water supply, the current condition of the proposed lots and the environmental impact that the development of the lots will have on Ray's Creek. Beverly Peever from 1289 Seaforth Crescent expressed concerns regarding the impact the additional lots will have on the current water quantity and quality. Janet Darling from 3224 Lakefield Road requested clarification on the proximity of the building lots to Ray's Creek. Mrs. Darling also expressed concerns regarding the current condition of the lots. The applicant's Planner Mr. Randall advised that the Zoning By-law Amendment, which will come forward at a later date, will ensure that the subject properties are zoned accordingly to prevent encroachment on the floodplain and further provide a buffer from Ray's Creek. Mr. Lundberg advised that once the lots are developed, the condition of the lots will improve and also noted that the

hydrogeological study was completed by a professional consultant and was peer reviewed and the results noted sufficient water for the development of the proposed lots. Robert Mumby from 3262 Lakefield Road noted concerns regarding the viability of the proposed lots due to the topography and expressed concerns regarding the encroachment on the floodplain (wetlands). Teresa Sullivan from 3262 Lakefield Road questioned the installation of wells on the four (4) lots prior to the Official Plan Amendment and severance approval process being finalized. Ms. Sullivan also expressed concerns with the impact to wildlife, water quality and questioned the size of lot 4. Mr. Randall advised that the wells needed to be drilled in advance in order to test the water capacity and that the larger lot (lot 4) was sized in order to accommodate the minimum frontage due to the design of the cul de sac on Seaforth Crescent and to provide sufficient building area. Karl MacArthur from 3188 Lakefield Road noted the presence of a beaver dam located behind his property that has created drainage issues in the past and expressed concerns that the creation of lots 1 and 2 will limit access to the beaver dam and the ability to address flooding concerns. Township Planner Mr. Lundberg advised that ORCA reviews floodplain issues and that addressing the pest issue will have to be handled among private property owners. James Vicchiarelli from 3266 Lakefield Road expressed concerns with the availability of groundwater as currently some neighbours are required to have water delivered to fill their wells due to the lack of water supply. Mr. Vicchiarelli also noted that he was advised by a realtor that the lands were zoned as greenbelt implying that there would be no development and also noted concerns about the impact of the development on wildlife and vegetation. Resident Robert Melis from 3232 Lakefield Road expressed concern with the removal of the greenspace and walking paths. Township Planner Mr. Lundberg noted that the lands have been zoned for development for a number of years which permits development. Additionally, ORCA has reviewed the application and is satisfied that the proposed lots have sufficient building area. ORCA's review will result in further delineation of the environmental protection boundaries and these delineations will be incorporated in the Zoning By-law amendment which will come forward to Council at a future date. Council members asked a number of questions pertaining to the application. There were 14 members of the public in attendance. The public meeting concluded at 2:37 PM.

**Resolution No. 2023 – 182 – Official Plan Amendment – Part Lot 26, Concession 7 (Lakefield Ward)**

Councillor Mary Coulas – Deputy Mayor Ron Black –

That the report of the Planner regarding the Official Plan Amendment related to lands described as being Part of Lot 26, Concession 7 in the Lakefield Ward be received for information; and

That the Township of Selwyn advise the County of Peterborough that the Township supports Official Plan Amendment #71 (County File No. 15OP-22003) to amend the 'Low Density Residential, Special Policy Area' applicable to the subject lands to permit four (4) new residential lots to be created by consent.

Carried.

Councillor Mary Coulas left the meeting due to her previously stated pecuniary interest related to agenda item 6. a) 13.

**Resolution No. 2023 – 183 – Township of Emo - Black Ash Tree Classification**

Councillor John Boyko – Deputy Mayor Ron Black –

That the correspondence from the Township of Emo - Black Ash Tree Classification be received for information.

Carried.

Councillor Mary Coulas returned to the meeting.

**Resolution No. 2023 – 184 – Plans Review – RSM Building Consultant –**

Deputy Mayor Ron Black – Councillor John Boyko –

That the report of the Manager of Building and Planning regarding engaging the services of RSM for building permit application plans review on an as-needed basis be received for information; and

That the agreement be amended to add the Manager of Building and Planning title to the notice section and that RSM be requested to provide proof of insurance; and

That By-law 2023-065 to authorize the execution of an agreement with RSM Building Consultants for building permit application plans review and to appoint the personnel listed in the RSM agreement as inspectors in accordance with Section 3(2) of the Building Code Act and repeal By-law 2019-080 be forwarded to the By-law section of the agenda for consideration.

Carried.

**Resolution No. 2023 – 185 – Correspondence**

Councillor John Boyko – Councillor Brian Henry –

That the correspondence from the Ministry of Ontario pertaining to Investing in a Stronger Public Health Sector; and

That the minutes of the Peterborough Police Services Board regular meeting of June 27, 2023 be received for information.

Carried.

**Petitions**

None.

**Other, New & Unfinished Business**

**Resolution No. 2023 – 186 – Notice of Motion**

Councillor John Boyko – Councillor Brian Henry –

That staff investigate the considerations around developing a Township wide Sidewalk Policy and further provide information about the considerations related to adding a sidewalk on Water Street between King and Reid Streets and that this report be brought back to the 1st meeting in November.

Carried.

**Resolution No. 2023 – 187 – Township Lands Inventory**

Deputy Mayor Ron Black – Councillor John Boyko –

That staff provide a report at a future Council meeting that outlines the inventory of developable lands owned by the Township.

Carried.

**By-laws**

**Resolution No. 2023 – 188 – By-laws First, & Third Reading**

Councillor Brian Henry – Deputy Mayor Ron Black –

That By-law 2023-063, being a By-law to authorize the execution of a Merger Agreement between the Corporation of the Township of Selwyn and Brian Harper and Douglas Brent Harper & Bonnie Harper for lands legally described as Pt South ½ LT 22 Con 6, Smith Ward; and

That By-Law 2023-064, being a By-law to stop-up and close a portion of road allowance and to authorize the transfer of the lands from the Corporation of the Township of Selwyn to Richard Peacock and Jeanna Peacock, described as part of the south half of the road allowance between Lots 5 & 6, Concession 4, designated as Part 2 on R-Plan 45R-17482, PIN 28443-0122 (LT), Ennismore Ward; and

That By-Law 2023-065, being a By-law to authorize the execution of an agreement between the Corporation of the Township of Selwyn and RSM Building Consultants to deliver plan review and building inspection services be read a first, second and third time and finally passed.

Carried.

**Resolution No. 2023 – 189 – Closed Session**

Councillor Brian Henry – Councillor John Boyko –

That the next portion of the meeting be closed to the public pursuant to Section 239 (2)(a) and (k) in order that Council may discuss:

- a) Security of the property of the municipality or local board matter (Section 239 (2)(a)) and a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Section 239 (2)(k)) – 1 item
- b) Closed Session Minutes – June 6, 2023 and August 8, 2023 (3:23 pm)

Carried.

**Resolution No. 2023 –190 – Rise Session**

Councillor Mary Coulas – Deputy Mayor Ron Black –

That Council now rise from closed session (3:50 pm).

Carried.

**Resolution No. 2023 –191 – Boundary Adjustment Negotiation Request**

Councillor Brian Henry – Councillor John Boyko –

That the letter from Mayor Leal to Mayor Senis requesting that the Townships bordering the City engage in negotiations with the City of Peterborough regarding boundary adjustments be received for information; and

That a letter be sent to Mayor Leal advising that, while the Township is open to meaningful discussions related to regional economic development for the County and the City, any discussion, and in particular consideration of any boundary adjustment, would need to consider all options, potential solutions within the City's boundaries and a clear rationale for viable growth opportunities.

Carried.

**Resolution No. 2023 – 192 – Confirming By-law**

Deputy Mayor Ron Black – Councillor John Boyko –

That By-law 2023-051, being a By-law to confirm the proceedings of the regular Council meeting held on the 12<sup>th</sup> day of September 2023, be read a first, second and third time and finally passed.

Carried.

**Adjournment**

**Resolution No. 2023 – 193 – Adjournment**

Councillor Brian Henry – Councillor Mary Coulas –

That the meeting be adjourned. (3:50 pm)

Carried.