

Township of Selwyn Regular Council Meeting

Tuesday, April 9, 2024 - 1:00 PM

Council Meeting

Council Chambers
1310 Centre Line
Township of Selwyn

Watch the meeting via livestreaming

<https://www.youtube.com/user/SelwynTownship>

- **1:00 PM - Regular Council Meeting Begins**
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Land Acknowledgment

We respectfully acknowledge that we are on the treaty and traditional territory of the Michi Saagiig Anishinaabeg. We offer our gratitude to the First Peoples for their care for, and teachings about, our earth and our relations. May we honour those teachings.

Moment of Silent Reflection

Please observe a moment of silence, so that Council, staff and members of the public can quietly reflect on our duty to the community that we are trying to serve.

Notification to Members of the Public

Members of the public, staff, presenters and members of Council please be advised that meetings are broadcast and recorded and made available on the internet.

Declaration of Pecuniary Interest and the General Nature Thereof

1. Minutes

(a) Minutes - Open Session

- Motion to adopt the minutes of the Regular Council Meeting of [March 26, 2024](#)
- Discussion out of the minutes.

2. Deputations and/or Invited Persons and/or Public Meetings

(a) 1:00 pm - Staff Introduction - Jessica Barlow - Planning and By-law Admin (Acting)

(b) 1:30 pm - Public Meeting - Zoning By-law Amendment

i) Per Lundberg, Planner - [Zoning By-law Amendment - Part Lot 29, Concession 11 \(Smith Ward\), 2027 Preston Road](#)

- Attachment - [Draft Zoning By-law Amendment and Schedule](#)
- Attachment - [Comments](#)

3. Question Period

15 minutes, one question per person at a time, on a rotating basis

If a member of the public has a question please send an email by Noon on the day of the meeting noting your question which will be read into the public record and responded to during the meeting. An email will be sent following the meeting with a link to the recording.

4. Municipal Officer's & Staff Reports - Direction

(a) Janice Lavalley, Chief Administrative Officer - [2024 First Quarter Reports](#)

1. [Chief Administrative Officer](#)
2. [Building and Planning Department](#)
 - [Q1 - Statistics - Site Plan](#)
 - [Q1 Statistics - Building](#)
 - [Building Permit Key Performance Indicators - KPI](#)
3. [Community & Corporate Services/Clerk's Department](#)
4. [Finance Department](#)
5. [Fire Department](#)
 - [Calls per Hall, Total Calls & Q1 Graph](#)
6. [Human Resources](#)
7. [Library](#)
 - [Circulation Statistics](#)
 - [Programming Statistics](#)
8. [Parks and Recreation](#)
9. [Public Works](#)
10. [2023 Township of Selwyn Report Card](#)

(b) R. Lane Vance, Manager of Financial Services - [2024 - First Quarter Financial Report](#)

- Attachment - [Financial Statements](#)

Consent Items

All matters listed under Consent Items are considered to be routine, housekeeping, information or non-controversial in nature and to facilitate Council's consideration can be approved by one motion

5. Municipal Officer's & Staff Reports - Information/Housekeeping/Non-Controversial

- (a) Adam Tobin, Manager of Public Works - [Smith Landfill Annual Report](#)
 - Attachment - [Cambium - 2023 Executive Summary](#)
- (b) Lily Morrow, Sustainability Coordinator - [Earth Day Clean Up and Declaration](#)
- (c) Erica Cavanagh, Alternate Community Emergency Management Coordinator - [Emergency Preparedness Week 2024](#)
- (d) Carla Hope, Corporate Services Assistant - [2024 Municipal Grant & Recognition Awards](#)
 - Attachment - [Application Summary](#)

6. Correspondence for Discussion and/or Decision

- (a) Correspondence Report - [April 9, 2024](#)

7. Peterborough County Report

- (a) Peterborough County Report - [April 9, 2024](#)

8. Committee Reports

- (a) Police Services Board - Public Meeting [February 13, 2024](#), [February 21, 2024](#), and [March 4, 2024](#)
- (b) Police Services Board - [4th Quarter Occurrence Stats - All Violations](#)
- (c) Police Services Board - [4th Quarter Policing Activity - Lakefield Ward](#)

9. Petitions

10. Other, New & Unfinished Business

Notice of Motion: Councillor John Boyko

Whereas: At the 26 March 2024 Council Meeting, Council was asked to approve the expenditure of \$28,303.75 to proceed with the finalization of the design and tendering of the Lakefield Campground Infrastructure Project to determine the cost and scope of the water, sewer, and electrical work that would then be completed in the fall of 2024;

Whereas: Council determined at that meeting to delay that approval;

Motion: So that Council may make an informed decision regarding proceeding with the Lakefield Campground Infrastructure Project, staff provide Council with a detailed Lakefield Campground Business Plan that includes:

- a. a mission statement outlining the Lakefield Campground's long-term financial and strategic objectives and the infrastructure project's place in the pursuit of those objectives,
- b. Local competitor and market analysis comparing rates for seasonal trailer sites, winter storage, tent camping, and equipment rentals.
- c. a financial analysis that includes five-year cash flow projections of annual expenses and revenues; projected annual transfers from Campground revenue to Campground reserves and to Parks & Recreation reserves and operations; approximate annual principal/interest repayment of the loan to cover the infrastructure project's costs based on the most recent DM Wills estimates; all of the above demonstrating that while the debts associated with the Campground, including the infrastructure project debt, are and will be serviced and repaid while still allowing annual contributions to the Campground reserve and a minimum of \$50,000 annually to Parks & Recreation reserve.
- d. assurance that the servicing and repayment of the debt incurred to cover the infrastructure project, like all other costs associated with the operation of the Lakefield Campground, will be borne completely by revenue derived from Campground users and not the residents of Selwyn.

11. By-laws

- (a) 2024-017 - ZBLA - 2027 Preston Road (C-02-24)
- (b) 2024-018 – Confirming

Adjournment