

The Corporation of the City of Kawartha Lakes

Agenda

Special Council Information Meeting

CC2018-06

Tuesday, March 27, 2018

Open Session Commencing at 1:00 p.m.

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Mayor Andy Letham
Councillor Isaac Breadner
Councillor Pat Dunn
Councillor Doug Elmslie
Councillor Gord James
Councillor Gerard Jilesen
Councillor Brian S. Junkin
Councillor Rob Macklem
Councillor Mary Ann Martin
Councillor Gord Miller
Councillor Patrick O'Reilly
Councillor John Pollard
Councillor Kathleen Seymour-Fagan
Councillor Heather Stauble
Councillor Stephen Strangway
Councillor Andrew Veale
Councillor Emmett Yeo

Accessible formats and communication supports are available upon request.

1.	Call to Order	
2.	Adoption of Agenda	
3.	Disclosure of Pecuniary Interest	
4.	Presentations and Deputations	
4.1	CC2018-06.4.1	
	A Three Point Plan for Expanded Rural Transportation	
	Mike Perry	
	Marina Hodson	
4.2	CC2018-06.4.2	4 - 5
	Request for Letter of Support - Seniors Watch	
	Rob Cowell, President, Canadian Union of Postal Workers for Peterborough Local	
4.3	CC2018-06.4.3	
	Academy Theatre Update	
	Alex McLeod	
	Tom Collver	
4.4	CC2018-06.4.4	6 - 30
	Conservation Authorities Core Service Review	
	Chris Marshall, Director of Development Services	
4.5	CC2018-06.4.5	31 - 41
	Election Update	
	Ron Taylor, CAO	
	Cathie Ritchie, City Clerk	
5.	Reports	
6.	Closed Session	
7.	Matters from Closed Session	

8. Confirming By-Law

8.1 CC2018-06.8.1

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A By-law to Confirm the Proceedings of a Special Information Meeting of Council, Tuesday, March 27, 2018

9. Adjournment

Date: _____

Honourable Carla Qualtrough
Minister of Public Services and Procurement
11 Laurier Street
Place du Portage III,
Floor 18A1
Gatineau, Quebec, K1A 1C9

Dear Minister Qualtrough:

Subject: Future of Canada Post

The review of Canada Post has now been completed and the Standing Committee on Government Operations and Estimates (OGGO) has tabled its 45 recommendations. On January 24th 2018, you announced the government's vision for renewal at Canada Post. Your announcement partly answered some of the recommendations of OGGO, but left many others unanswered. (WRITE IN THE NAME OF THE MUNICIPALITY OR OF THE ORGANIZATION) would like to provide its views on the recommendations tabled by the Parliamentary Committee.

We are pleased that your government followed the recommendation of the Committee by terminating Canada Post's program of converting door-to-door delivery to community mailboxes. **However, we are asking you to apply this measure to all the households who lost door-to-door delivery, as promised by Liberal MPs.**

Here are some of the Committee's recommendations that, we hope, will be among those your Government will be applying:

- Maintain the moratorium on post office closures and examine how to expand their opening hours;
- Assess how Canada Post could offer more services through its existing retail network;
- Study how to transform post offices into community hubs;
- Study the possibility of using Canada Post to offer wide band Internet services and better cellular phone services in rural areas;
- Develop a specific and rigorous process for collaboration between Canada Post and municipalities.

Surprisingly, even though more than 600 municipalities as well as many organizations adopted resolutions in favour of postal banking services, we have noticed a total lack of reflection and

instructions on this matter in the Parliamentary Committee's report. We would like the Government to seriously study the possibility of offering such services and give a clear mandate to Canada Post to implement it.

We believe that these proposals represent an excellent opportunity to expand the mandate of the Corporation and thereby develop new services that would better respond to citizens' needs and that would reflect what a 21st century post office should look like.

(WRITE IN THE NAME OF THE MUNICIPALITY OR OF THE ORGANIZATION) is also concerned with (INDICATE THE OTHER CONCERNS OF YOUR MUNICIPALITY OR ORGANIZATION, IF APPLICABLE).

We hope you will take our concerns into consideration in drafting your recommendations.

Sincerely yours,

Signature: _____

Name of municipality or organization: _____

Address: _____

Please send copies to:

The Right Honourable Justin Trudeau
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

Mike Palecek, President
Canadian Union of Postal Workers
377 Bank Street
Ottawa, Ontario, K2P 1Y3

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Conservation Authorities Core Service Review

Development Services

Overview

- Background on CA's
- Legislation
- CA Act review
- Roles and responsibilities
- Local CA's
- Programs and services
- CA revenue sources
- What is it costing us?
- Summary of key points
- Next steps

Background on CA's

- The Conservation Authority movement in 1930's in response to poor land, water and forestry practices that resulted in extensive drought, soil loss, deforestation and flooding.
- Hurricane Hazel in 1954
 - the provincial government amended the *Conservation Authorities Act* to enable CA's to acquire lands for recreation and conservation purposes, and to regulate that land for the safety of the community
- Today, 36 CA's play an important role in addressing environmental and resource management challenges, especially in light of the growing impacts of climate changes and rapid urbanization

Legislation

- The *Conservation Authorities Act*, 1946
 - authorizes Conservation Authorities (CA's) to deliver local resource management programs at a watershed scale for both provincial and municipal interests
- CA mandate s. 20(1) of the Act
 - To provide, in the area over which it has jurisdiction, programs and services designed to further the conservation, restoration, development and management of natural resources other than gas, oil, coal and minerals

CA Act review

- July 2015, the Ministry of Natural Resources and Forestry initiated a review of the *Conservation Authorities Act*
 - The purpose was to review CA governance, funding mechanisms, and roles and responsibilities
- December 12, 2017, Bill 139 Building Better Communities and Conserving Watersheds received royal assent
- A number of changes have been made and some are pending proclamation

CA Act review – What has changed?

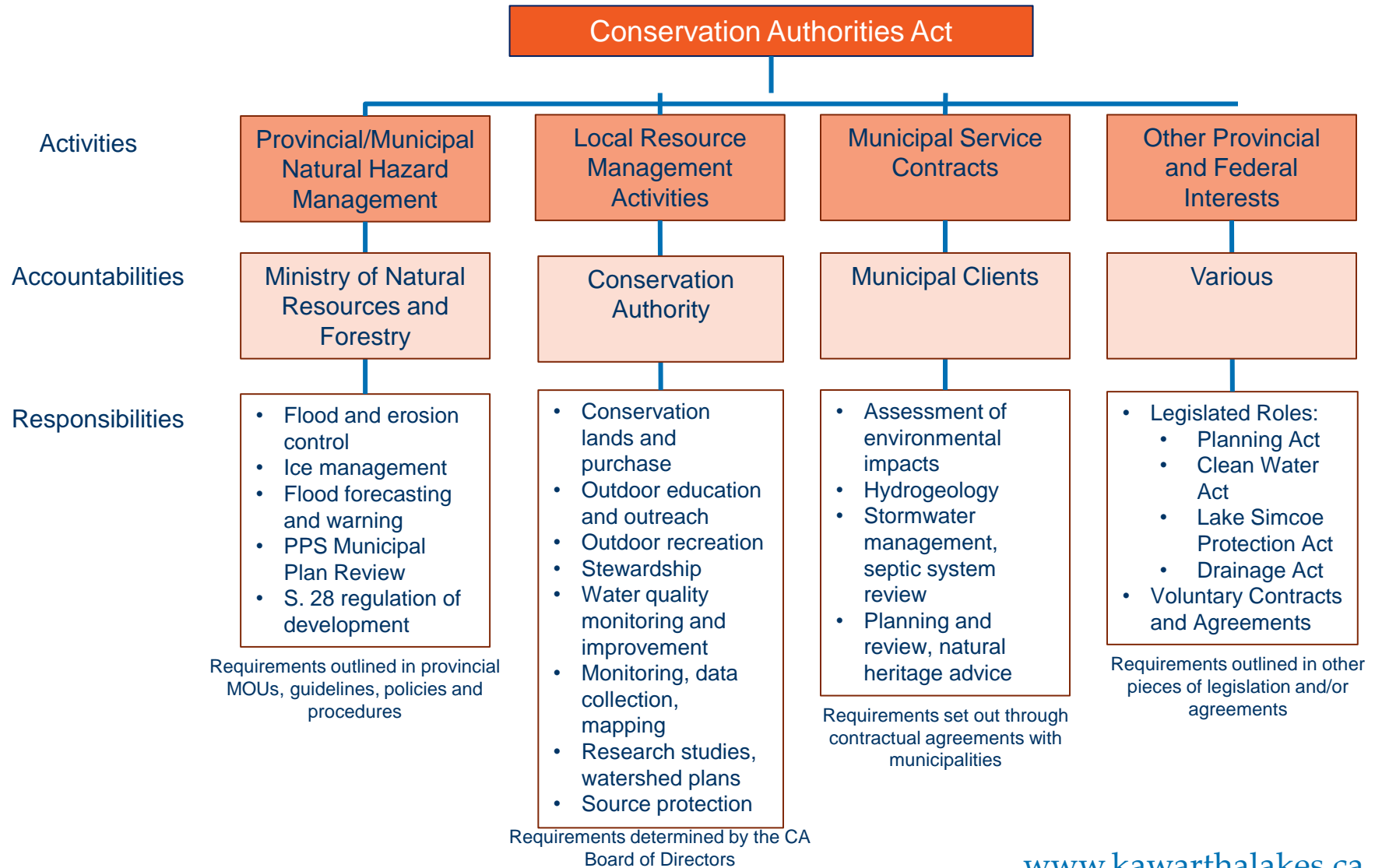
- Section 21 of the *Conservation Authorities Act* grants power to determine programs and services to conserve, restore, develop and manage the natural resources of the watershed
- New section 21.1 (in force) sets out the three types of programs and services that a CA is required or permitted to provide:

1. the mandatory programs and services that are required by regulation
2. the municipal programs and services that CA provides on behalf of municipalities under an MOU
3. other programs and services that the City and CA's determine to be common environmental policy objectives

CA Act review – What has changed?

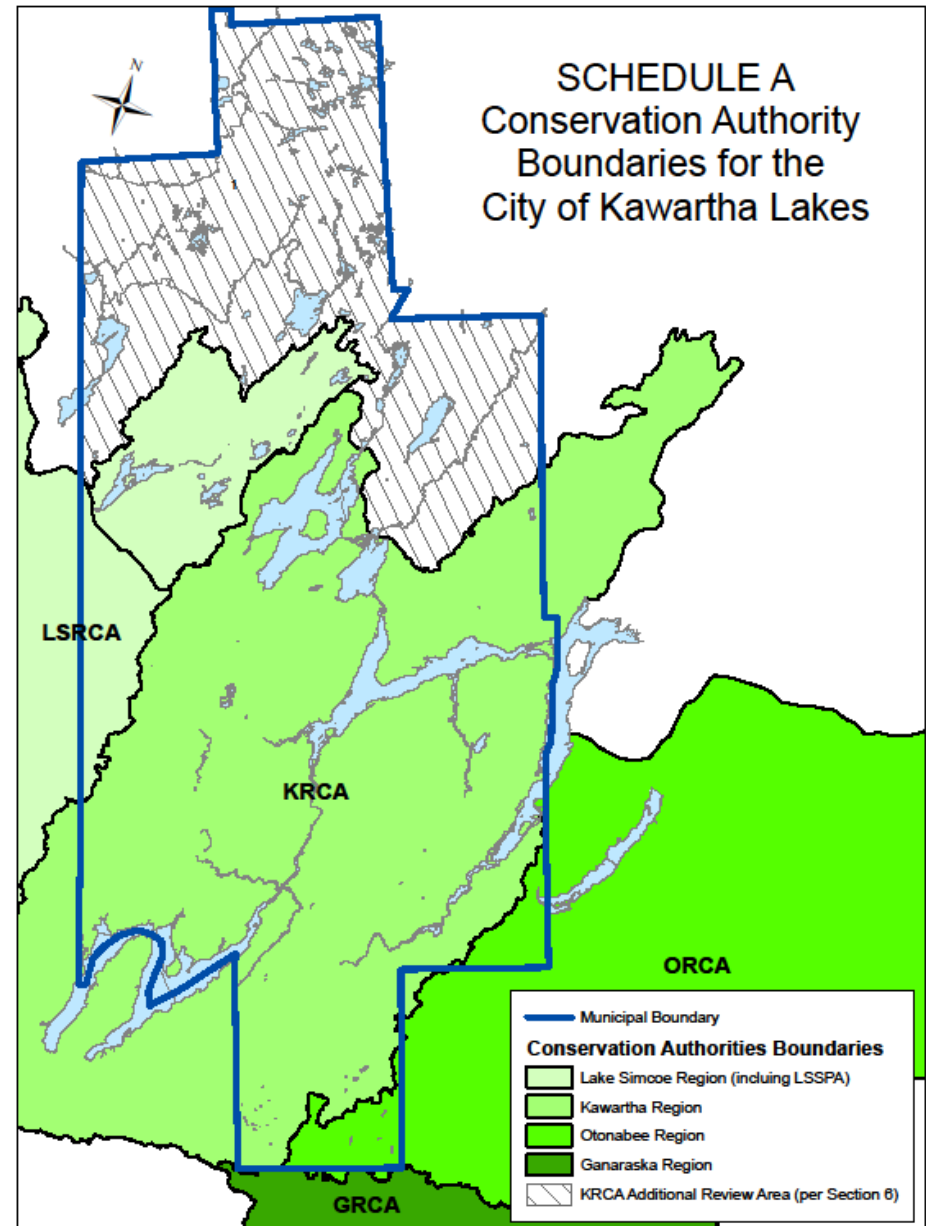
- New section 19.1 (in force) sets out the power of a CA to make by-laws in relation to its governance, including its meetings, employees, officers and its executive committee
- New section 21.2 (to be proclaimed) sets out the rules for when/how an authority may charge fees for the programs and services
- Enforcement powers (to be proclaimed) are expanded to ensure compliance, as well as offences are subject to higher fines

Roles and Responsibilities



Local CA's

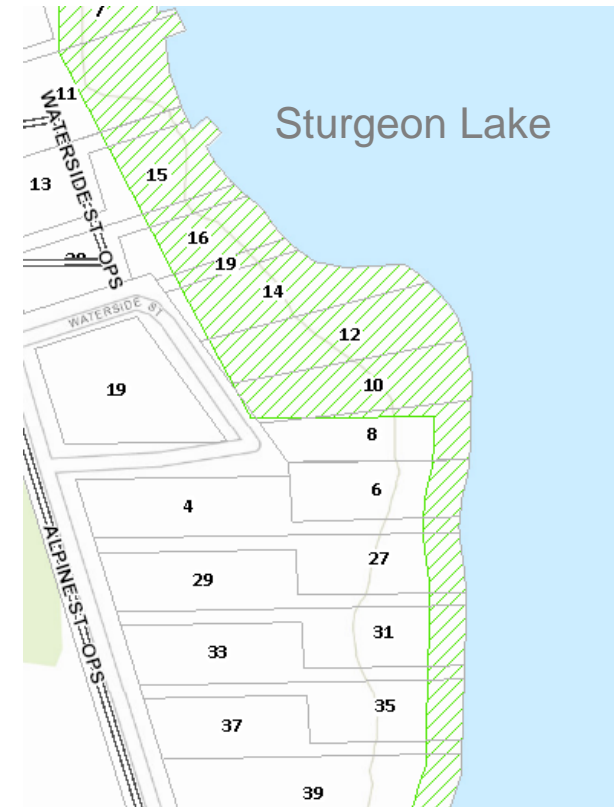
- The City of Kawartha Lakes receives its environmental planning services from four Conservation Authorities covering the City:
 - Kawartha Region Conservation Authority
 - Otonabee Region Conservation Authority
 - Ganaraska Region Conservation Authority
 - Lake Simcoe Region Conservation Authority
- Environmental planning services are formalized through the Environmental Planning Services Memorandum of Understanding (MOU)
- Last MOU authorized by Council on September 11, 2012 (Report DEV2012-010) for a 5 year period



Programs and services

1. The mandatory programs and services that are required by regulation

- Section 28 of the *Conservation Authorities Act* gives power to regulate flooding, erosion, wetlands, alteration to waterways and shorelines
 - Example 1: a permit to allow development in a floodplain (green hatched area)
 - Example 2: a Standard Compliance Requirement for culvert replacement
- Requirements outlined in provincial MOUs, guidelines, policies and procedures
 - Examples: flood forecasting and warning, and commenting on provincial interests in the Provincial Policy Statement relative to natural hazards
- Funded by provincial grants and municipal levies



Programs and services

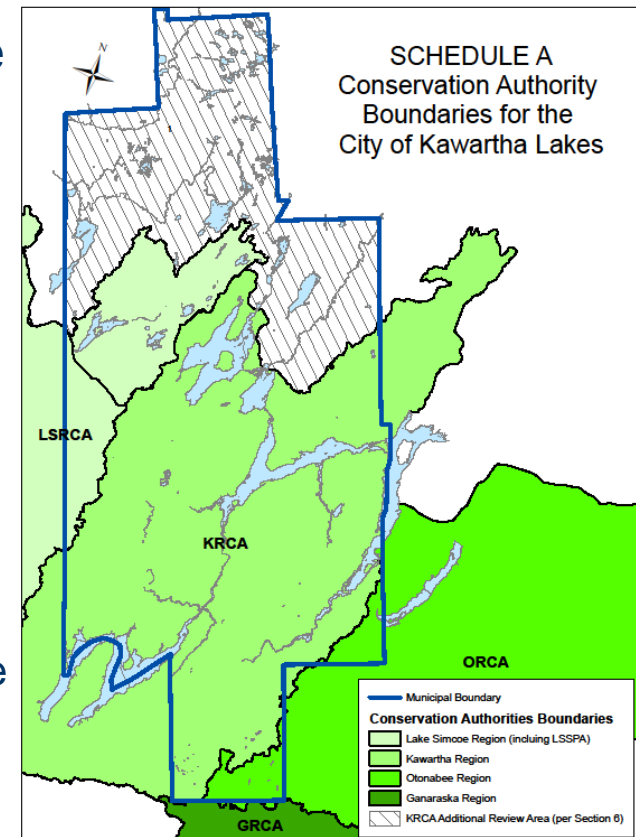
2. Municipal programs and services that CA provides on behalf of municipalities under an MOU

- Section 5 of the 2012 MOU, requires that the City of Kawartha Lakes consult CA's on development applications, as well as requires that CA's advise the City of technical information required for a complete application, identify requirements and adequacy of studies, and assist the City through their Plan Review comments
- Section 5.e) sets out that CA Plan Review comments will be in the context of:
 - the *Conservation Authorities Act*, *Planning Act*, the Provincial Policy Statement, the *Environmental Assessment Act*, the *Oak Ridges Moraine Conservation Act*, the Oak Ridges Moraine Conservation Plan, the *Clean Water Act*, the *Fisheries Act*, the *Lake Simcoe Protection Act*, the Lake Simcoe Protection Plan and other applicable legislation as may be enacted from time to time

Programs and services

2. Municipal programs and services that CA provides on behalf of municipalities under an MOU

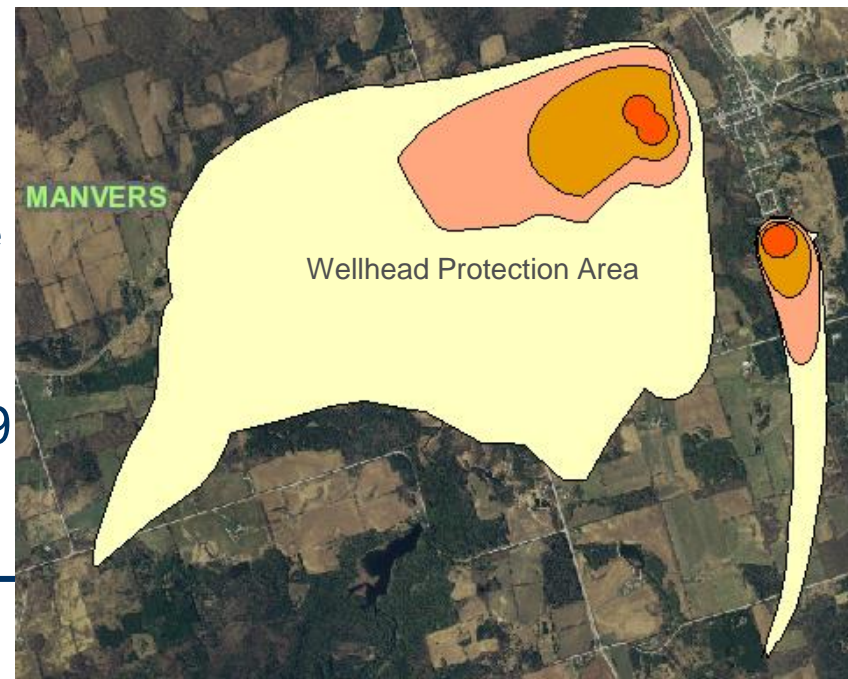
- CA's to provide comments as it relates to available information and analysis on the identification, function and significance of natural heritage and hydrologic features and systems in proximity to a proposed development site or within a study area
 - Example: provide expertise on unevaluated wetlands
- Northern portion of the City of Kawartha Lakes is outside of CA jurisdiction (hatched area)
 - KRCA provides plan review and technical clearance expertise outside of their jurisdiction (as per section 6 of the MOU)



Programs and services

2. Municipal programs and services that CA provides on behalf of municipalities under an MOU

- In 2013, the City appointed KRCA as the risk management official to issue Section 59 Notice under the *Clean Water Act*
- KRCA provides expertise for the entire City
- This service is funded by the City
- Example: Construction or change of use of a building in the wellhead protection area in Bethany would require Section 59 Notice



Programs and services

3. Other programs and services that the City and CA's determine to be common environmental policy objectives

- The types of programs that CA's typically administer include watershed monitoring, flood management, conservation of lands, watershed stewardship and environmental education
- This body of work provides a basis for environmental policies in the Official Plan and helps to implement development applications and building construction
- Examples of ongoing programs in KRCA:
 - Lake Management Plans
 - Lake Management Implementation
 - Lake Stewardship for Kawartha Lakes
 - Blue Canoe Program
 - Floodplain Mapping Study

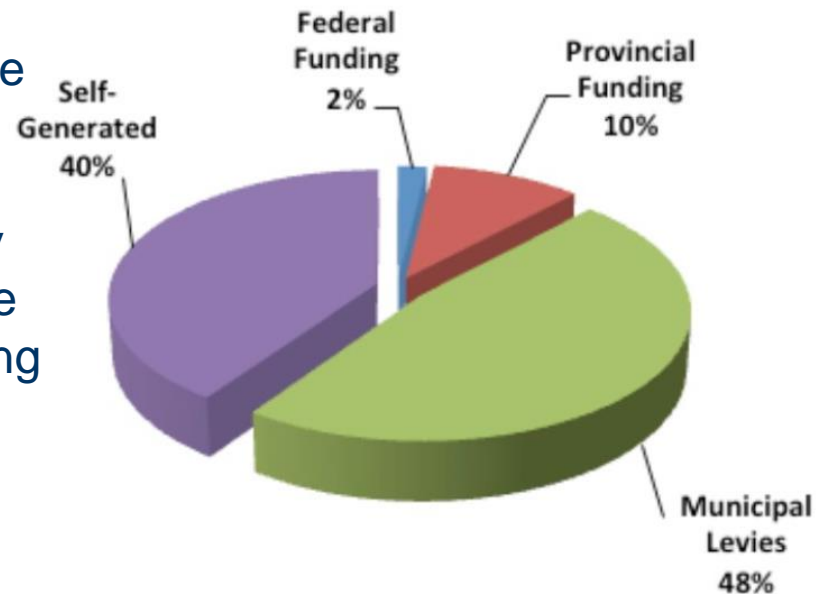
Programs and services

3. Other programs and services that the City and CA's determine to be common environmental policy objectives

- Examples of 2015-2017 programs in LSRCA:
 - Basin wide initiatives: advancing LID and stormwater management, wetland carbon sequestration study and erosion and sediment control study
 - Other projects: well decommissioning, clean water diversions, tree planting projects, restricting livestock from watercourses, storing and handling fuel and fertilizer upgrades, and septic upgrades
 - Open lake monitoring: data is used to inform lake management decisions. There is no legislative requirement, but a provincial grant matches municipal funding.

CA revenue sources

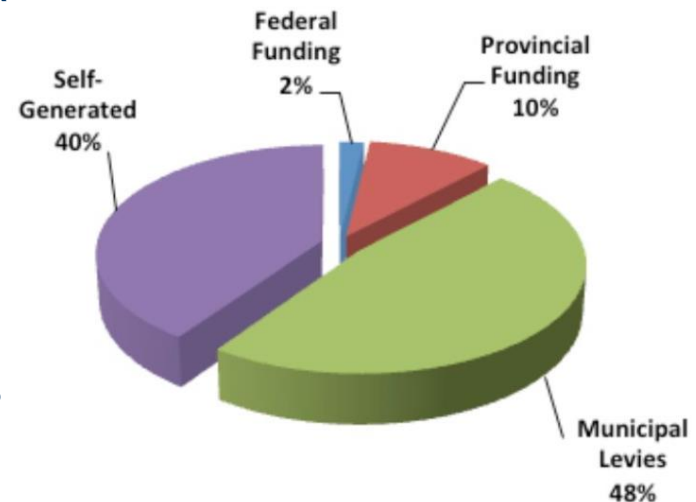
- On average, in 2013, municipal levies represented about 48% of the total CA revenue sources
 - For example, KRCA levies about 60%
- The operating municipal levy is shared by the municipal partners based on an apportionment percentage provided by the MNRF
- General benefiting projects are shared by the municipal partners based on the same apportionment percentage as the operating levy
- Special benefiting projects are funded by the benefiting municipality/municipalities



Source: Discussion Paper on the Conservation Authorities Act, 2015

CA revenue sources

- The province provides CA's with funding for provincially mandated programs (on average 10% of their total budget) – including the hazards management program funded by MNRF and the source water protection program funded by MOECC
- Additional provincial funding may be provided to support special projects on a project by project or application basis
- Provincial funding usually must be matched by municipal levies
- About 40% of CA revenue sources are self-generated through earned revenues for services, rentals, sales, donations, sponsorships, etc.
 - For example, KRCA generates about 8%

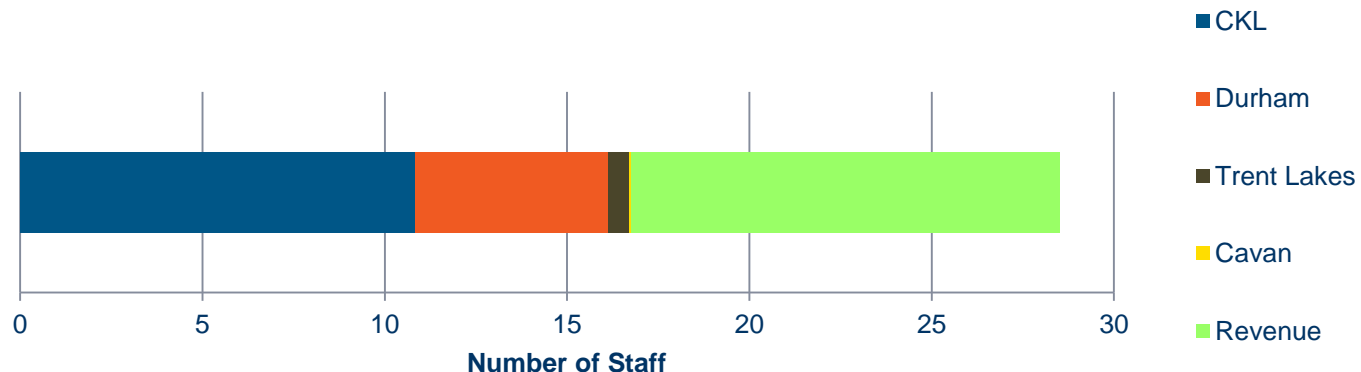


Source: Discussion Paper on the
Conservation Authorities Act, 2015

CA revenue sources

- Cost sharing between municipalities, self-generated revenue, as well as CA's access to grants, donations and sponsorships from a wide range of funders means that the City does not pay for the true cost of services
- The chart by KRCA demonstrates how many staff each municipality, pays for versus how many experts municipalities have access to as a result of cost sharing

Cost Sharing Supporting Staff



What is it costing us?

- City of Kawartha Lakes levy
 - Information from CKL budget

CA	2015		2016		2017		2018	
	Approved Budget	Actual	Approved Budget	Actual	Approved Budget	Actual	Budget	Actual
KRCA	839,310	839,310	860,351	859,920	894,637	894,637	941,662	894,637
ORCA	7,033	7,217	7,103	7,493	7,245	7,793	8,055	8,055
GRCA	2,703	2,703	2,787	2,770	2,836	2,836	2,899	2,898
LSRCA	39,019	39,025	39,153	39,153	39,548	39,548	41,603	41,603

What is it costing us?

- City of Kawartha Lakes levy
 - Information from CKL budget

CKL levy
\$947,193

CA	2015		2016		2017		2018	
	Approved Budget	Actual	Approved Budget	Actual	Approved Budget	Actual	Budget	Actual
KRCA	839,310	839,310	860,351	859,920	894,637	894,637	941,662	894,637
				+2%		+4%		0%
ORCA	7,033	7,217	7,103	7,493	7,245	7,793	8,055	8,055
				+4%		+4%		+3%
GRCA	2,703	2,703	2,787	2,770	2,836	2,836	2,899	2,898
				+2%		+2%		+2%
LSRCA	39,019	39,025	39,153	39,153	39,548	39,548	41,603	41,603
				0%		+1%		+5%

What is it costing us?

- Number of applications in CKL vs. CKL levy apportionment
 - Applications include *Planning Act* applications, Section 28 applications and legal inquiries (does not include: violation notices, site clearances, EA and other undertakings)

CA	2015	2016	2017	% of all applications (2015-2017)		% of municipal levy apportionment
KRCA	353	411	552	65% - 75%	How does it compare? ↔	~ 60% (based on previous years)
ORCA	5	16	14	1% - 2%		0.55% (2018)
GRCA	0	0	0	0%		0.30% (2018)
LSRCA	8	17	13	<1%		1% (2017)

What is it costing us?

- Risk management official services - KRCA
 - Responsibilities under the *Clean Water Act*

Activity	2015	2016	2017	2018
Section 59 Notice	4	13	30	-
Section 59 Letter	0	7	6	-
Risk Management Plan	3	3	13	-
Pre-Consultation	0	1	14	-
Cost to CKL (\$)	106,500	102,500	102,500	115,500 (proposed)

What is it costing us?

- Additional costs:
 - KRCA special projects

Project	2015	2016	2017
Lake Management Planning	121,400	204,000	121,400
Lake Stewardship for Kawartha Lakes – Phase 2	40,000	117,000	-
Blue Canoe Program – Phase 2	25,000	25,000	-
Lake Management Implementation	-	-	157,900
Flood Plain Mapping	213,000	207,000	127,800

In summary

- Programs and services between individual CA's vary greatly due to CA's sizes, population pressures, available resources and specific needs of communities they serve
- CA's may offer additional programs and services beyond those mandated by the Province and municipalities, but they should not be considered to be "exceeding their mandate"
- In addition to CA's key role in keeping people, property and communities safe as well as protecting the environment, CA's have a number of benefits to the City. Some of the key benefits include:
 - Cost-sharing of staff and project costs benefits all municipalities (CKL has access to 28 staff for the cost of 11 in KRCA alone)
 - CA's have access to a range of funding sources (i.e. provincial grants, sponsorships, etc.)
 - CA's assume responsibilities and liabilities that municipal councils would be otherwise subject to (i.e. s. 59 of the *Clean Water Act* and s. 23(2) of the *Conservation Authorities Act*)
 - CA's provide scientific support through data collection, studies and mapping that contribute to informed decision making



Next steps

- Look at opportunities to enhance levied services in the next MOU between the City and the CA's
- Develop an updated MOU
 - MOU to consider changes since 2012, such as:
 - MOU to consider changes to CA powers as a result of Bill 139
 - MOU to consider 2013 amendment to the *Canada Fisheries Act* that voided the partnership between CA's and the DFO
 - MOU to reflect KRCA's role as Risk Management Official further to the *Clean Water Act*

2018 Election Overview

Council - March 27, 2018

Ron Taylor, CAO

Cathie Ritchie, Clerk



New – Bill 68

- Nomination begins May 1st
- Nominations endorsed by 25 persons accompanied by a prescribed declaration by each person
- Rules regarding 3rd Party Advertising
- Term of Council ends November 14, 2022

Key Dates & Schedules

- City website currently contains election information
- Voterlookup.ca Launched – March 12th
- Launch of new City Election Webpage – by May 1st
- Nomination Period May 1st to July 27th (closes at 2 p.m.)
- 3rd Part Advertising register May 1st (closes October 19th)
- Preliminary List of Electors release (July 31st or August 21st)
- Lame Duck Period formally commences after 2:00 p.m. at the end of the Nomination Period (July 27)
- Voting Period Friday, October 12th (midnight) to Monday, October 22nd (8 p.m.)
- No advance polls or proxy voting

Staff Resources

- Returning Officer – Cathie Ritchie
- Deputy Returning Officer – Joel Watts
- Election Administrator – to be recruited (temporary contract position) located at Main Election Service Desk – City Hall
- Election Assistants – to be assigned (existing staff)
- Trained Staff/Resources – at select Customer Service Centers and Libraries (these will not be polling stations)

Tools & Resources

- MPAC VoterLookUp.ca
 - confirm or update their electoral information
 - add an elector name to an address
 - change school support
 - information needed to create Preliminary List of Electors (PLE)
- Data Fix – Voter View
 - Online Voter Service & Registration
 - Candidate Access Portal
- Dominion Voting – Internet/Telephone Voting
- Notices/PINs – mailed through Canada Post
- Website – information, schedules and updates, how to video
- Trained Election Staff
 - City Hall
 - Libraries & Service Centres



Website – Election Page

- Homepage direct access
- Voters – eligibility, voters list link, voting method
- Candidates – eligibility, registering, key dates, responsibilities
- School Boards – links to information
- General Information & Resources
 - 3rd Part Advertising register May 1 closes October 19
 - 2018 Ward Map
 - FAQ

Policies, Procedures, Plans & Legislation

- Election Procedural Manual
- Municipal Affairs Candidate Guide
- Candidate's Guide
- Accessible Election Plan
- Elections Sign By-law
- Elections Act
- Municipal Act
- Forms

New 3rd Party Advertising

Definition

- In any broadcast, print, electronic or other medium for the purpose of promoting, supporting or opposing a candidate in the election;
- is any individual, corporation or trade union that causes an election campaign advertisement to appear.

Eligibility

- An individual who is normally resident in Ontario
- A corporation that carries on business in Ontario
- A trade union that holds bargaining rights for employees in Ontario

How to Register

- Your registration must be filed in person or by an agent at the Clerk's Office beginning May 1 to October 19, 2018

Information Sessions & Outreach

- Candidates
 - Panel (Subject Matter Experts & Municipal Affairs)
- Electors
 - Inclusion and Corrections on the Voters Lists
 - Internet and Telephone Voting
- Retirement & Long-term Care Homes
 - Offering assistance and support

Next Steps

- Promoting VoterLookUp.ca
- Creating webpage and content
- Developing manuals & forms
- Municipal Affairs to release Candidate Guide
confirm release of Form 1(Nomination Paper)
- Communications strategy
- Recruit and training election staff
- Feedback Process to improve processes

Questions?

The Corporation of The City of Kawartha Lakes

By-Law 2018-XXX

A By-law to Confirm the Proceedings of a Special Information Meeting of Council, Tuesday, March 27, 2018

Recitals

1. The Municipal Act, 2001, S.O. 2001 c. 25 as amended, provides that the powers of a municipal corporation are exercised by its Council.
2. The Municipal Act, also provides that the Council's powers must be exercised by by-law.
3. For these reasons, the proceedings of the Council of The Corporation of the City of Kawartha Lakes at this meeting should be confirmed and adopted by by-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2018-XXX.

Section 1.00: Confirmation

- 1.01 The actions of the Council at the following meeting:

Tuesday, March 27, 2018 Special Council Information Meeting and each motion, resolution and other action passed or taken by the Council at that meeting is, except where prior approval of the Ontario Municipal Board is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

- 1.02 The Mayor and the proper officials of the City are authorized and directed to do all things necessary to give effect to the actions of the Council referred to in Section 1.01 of this By-law. In addition, the Clerk is authorized and directed to affix the corporate seal to any documents which require it.

Section 2.00: General

- 2.01 This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 27th day of March, 2018.

Andy Letham, Mayor

Cathie Ritchie, City Clerk