

The Corporation of the City of Kawartha Lakes

Amended Agenda

Committee of the Whole Meeting

COW2019-02

Tuesday, February 12, 2019

Open Session Commencing at 1:00 p.m.

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Mayor Andy Letham

Councillor Ron Ashmore

Councillor Pat Dunn

Deputy Mayor Doug Elmslie

Councillor Patrick O'Reilly

Councillor Tracy Richardson

Councillor Kathleen Seymour-Fagan

Councillor Andrew Veale

Councillor Emmett Yeo

Accessible formats and communication supports are available upon request.

		Pages
1.	Call to Order	
2.	Adoption of Agenda	
3.	Disclosure of Pecuniary Interest	
4.	Deputations	
4.1	COW2019-02.4.1	8 - 10
	Request for Long Term Lease Extension Steve Wilkins, Wilky's Marina	
4.2	COW2019-02.4.2	11 - 13
	Kawartha Lakes Sports and Recreation Council Update Gary Pearson Dennis Geelen	
5.	Presentations	
5.1	COW2019-02.5.1	
	Communications, Advertising and Marketing Update - Branding Project Cheri Davidson, Manager - Communications, Advertising and Marketing	
5.2	COW2019-02.5.2	14 - 23
	KLH Housing Corp New Rental Housing Developments Hope Lee, Administrator/Manager of Housing	
6.	Consent Matters	
	That all of the proposed resolutions shown in Section 6.1 and 6.2 of the Agenda be approved and recommended by Committee of the Whole in the order that they appear on the agenda and sequentially numbered.	
6.1	Reports	
6.1.1	CLK2019-008	24 - 30
	Civil Marriage Solemnization Cathie Ritchie, City Clerk	

That Report CLK2019-008, **Civil Marriage Solemnization**, be received;

That the City provides Civil Marriage Solemnization services;

That the recommended Civil Marriage Solemnization Service Charges be approved and added to the Consolidated Fees By-law;

That a By-law to conduct Civil Marriage Ceremonies be brought forwarded to Council for adoption; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

6.1.2

RS2019-012

31 - 40

Proposed Surplus Declaration and Sale of City-Owned Property - Portion of Elgin Park, Lindsay

Laura Carnochan, Law Clerk - Realty Services

That Report RS2019-012, Proposed Surplus Declaration and Sale of City-Owned Property – Portion of Elgin Park, Lindsay, be received;

That a portion of the City-owned property known as Elgin Park and legally described as Lots 5 – 7, Lots 9 – 13, Block O on Plan 1, Part of Lot 8, 14, Block O on Plan 1 As In TL31341 Except R278226, in the Geographic Town of Lindsay, City of Kawartha Lakes, be declared surplus to municipal needs;

That a direct sale to two area landowners be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale;

That a by-law (with any amendments deemed necessary) to authorize its disposition shall be passed;

That the Mayor and Clerk be authorized to sign all documents to facilitate the conveyance of the lands; and

That this recommendation be brought forward to Council for consideration at the next Regular Council meeting.

6.1.3

RS2019-013

41 - 47

Proposed Surplus Declaration and Sale of City-Owned Property - Portion of Logie Street Park, Lindsay

Laura Carnochan, City Clerk

That Report RS2019-013, Proposed Surplus Declaration and Sale of City-Owned Property – Portion of Logie Street Park, Lindsay, be received;

That a portion of the City-owned property known as Logie Street Park and legally described as Block 74 on Plan 57M797 (PIN: 63238-0327 (LT)) and Part of the West Half of Lot 18 Concession 6 Ops, Part 3 on Plan 57R10306, Part of Logie Street Stopped Up and Closed by By-Law 2015-007 as in KL105959; Subject to an Easement over Part 3 on Plan 57R10306 as in KL106557 (Part of PIN: 63234-0130 (LT)), in the Geographic Town of Lindsay, City of Kawartha Lakes, be declared surplus to municipal needs;

That a direct sale to the abutting landowner be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale;

That a by-law (with any amendments deemed necessary) to authorize its disposition shall be passed;

That the Mayor and Clerk be authorized to sign all documents to facilitate the conveyance of the lands; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

6.1.4

HH2019-004

48 - 60

KLH Housing - Minden Housing Project

Hope Lee, Administrator, Manager of Housing

That Report HH2019-004, **KLH Housing – Minden Housing Project**, be received;

That subject to the necessary by-laws and agreements being forwarded to council for approval, and the successful completion of such planning and development process that the Township of Minden Hills or the County of Haliburton may require, the proposal outlined in HH2019-004 by the Kawartha Lakes-Haliburton Housing Corporation (KLH Housing Corp) to develop twenty one (21) new rental housing units on Parkside Street in the Village of Minden, be approved;

That the City approves completion of financing for the cash flow and borrowing facilities outlined in Report HH2019-004 in the City's own name, with the City then lending the funds to the KLH Housing Corp for the new project being constructed on Parkside Street in the Village of Minden; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

6.1.5

HH2019-005

61 - 70

KLH Housing - Fenelon Housing Project

Hope Lee, Administrator/Manager of Housing

That Report HH2019-005, **KLH Housing – Fenelon Housing Project**, be received;

That subject to the necessary by-laws and agreements being forwarded to council for approval, and the successful completion of such planning and development processes as the City may require, the proposal outlined in HH2019-005 by the Kawartha Lakes Haliburton Housing Corporation (KLH Housing Corp) to develop thirty (30) new rental housing units at 106 Murray Street in Fenelon Falls, be approved;

That the completion of financing for cash flow and borrowing facilities in the City's own name, with City then lending the funds to KLH Housing Corp for the new development as outlined in Report HH2019-005, be approved;

That the in kind municipal incentives proposed in Report HH2019-005 to support the development of the thirty (30) new units, be approved;

That the City's Chief Administrative Officer be authorized to approve relief from any of the required fees and charges as in kind support, needed to implement the new development; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

6.2 Correspondence

6.2.1 COW2019-02.6.2.1

71 - 72

**Licence Agreement Dock 06/065 for Dock in front of 25 Hazel Street
Kirk Coe**

That the January 21, 2019 correspondence from Kirk Coe, regarding the Licence Agreement for the dock in front of 25 Hazel Street, be received.

6.2.2 COW2019-02.6.2.2

73 - 74

**Request to Waive the Application Fee for a Zoning By-law Amendment -
117 Hillhead Road, Mount Horeb United Church
Gerald Hickson, Vice President Mount Horeb Cemetery Board**

That the January 29, 2019 correspondence from Gerald Hickson, Vice President of Mount Horeb Cemetery Board, regarding a request to waive application fees, be received.

Mount Horeb United Church - Rezoning Application Fees Memorandum

Chris Marshall, Director of Development Services

That the February 7, 2019 memorandum from Chris Marshall, Director of Development Services, regarding Mount Horeb United Church Rezoning Application Fees, be received.

6.3 Items Extracted from Consent

7. **Closed Session**

8. **Matters from Closed Session**

9. **Adjournment**



Request to Speak before Council

Request to Make a Deputation/Presentation to
Council/Committee
City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

Name: *

Steve Wilkins Wilky's Marina

Address: *

110 Hazel st

City/Town/Village:

Dunsford

Province: *

Ontario

Postal Code:

k0m 1l0

Telephone: *

705 309 6651

Email: *

sajwilkins@hotmail.com

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Steve Wilkins

Deputant Two:

First Name, Last Name

Please provide details of the matter to which you wish to speak: *

I wish to speak to council about getting a long term lease extension for the business of Wilkys Marina for the purpose of being able to bring the business back to a thriving business on the trent waterways. To do this I need a long term lease to recover huge capital costs.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

☒ Yes

☐ No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

Hoping to receive a 25 year lease extension

By signing this form you are acknowledging that all of the information you are providing on this form is true, and giving the City permission to collect your personal information for the principal purpose of a request to make a deputation to Committee or Council as outlined below.

Signature:

steve wilkins

Date:

12/15/2018



The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to the City's procedural by-law. This information, including all attachments submitted may be circulated to members of Council, staff, the general public and posted on the City website. Questions about the collection of this information should be directed to the City Clerk or Deputy Clerk at 705 324-9411 ext. 1295 or 1322.

Do you understand how your information will be used and agree to allow the City to use your personal information provided on this form, including any attachments for the purposes of requesting to make a deputation to Committee or Council? *

☒ Yes

Please complete this form and return to the City Clerk's Office by submitting it online or:
Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca



Request to Speak before Council

Request to Make a Deputation/Presentation to
Council/Committee
City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

Name: *

Gary Pearson

Address: *

73 Cambridge Street South

City/Town/Village:

Lindsay

Province: *

ON

Postal Code:

K9V3C4

Telephone: *

7058799075

Email: *

gpearson@klsr.ca

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Gary Pearson

Deputant Two:

Dennis Geelen

Please provide details of the matter to which you wish to speak: *

The Kawartha Lakes Sport & Recreation Council (KLSRC) is committed to the enhancement and promotion of sport, recreation and healthy active living opportunities for all citizens in CKL. We strive to support the growth of sport and recreation in CKL by providing a network for sport organizations to share resources and expertise. The KLSRC presented the Kawartha Lakes Sport and Recreation Strategy to CKL Council in 2016. We will provide an update of progress to date, including several new projects funded through provincial grants.

In 2018, the KLSRC was successful in receiving two Ontario Trillium Foundation Seed Grants in partnership with Ontario Early Years Centre and Kawartha Cycling Club. In partnership with OEYC, the KLSRC will facilitate the development of peer-mentorship and training network for early learning providers to support quality physical activity experiences for students. In partnership with the KCC, the KLSRC will create a directory of accessible and adaptive recreation opportunities across the CKL, provide training for volunteers, coaches and instructors, and run a multi-activity pilot project designed for older adults. The multi-activity project is scheduled for spring/summer 2019 in Fenelon Falls. The pilot will allow participants to try introductory sessions in a variety of activities from experienced community providers.

We would like to provide a deputation at the Council meeting Tuesday, February 12.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

☒ Yes

☐ No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

We will provide an information update to Council.

By signing this form you are acknowledging that all of the information you are providing on this form is true, and giving the City permission to collect your personal information for the principal purpose of a request to make a deputation to Committee or Council as outlined below.

Signature:

Gary Pearson

Date:

1/14/2019



The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to the City's procedural by-law. This information, including all attachments submitted may be circulated to members of Council, staff, the general public and posted on the City website. Questions about the collection of this information should be directed to the City Clerk or Deputy Clerk at 705 324-9411 ext. 1295 or 1322.

Do you understand how your information will be used and agree to allow the City to use your personal information provided on this form, including any attachments for the purposes of requesting to make a deputation to Committee or Council? *

☒ Yes

Please complete this form and return to the City Clerk's Office by submitting it online or:
Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca

KLH Housing Corp New Rental Housing Developments

Parkside Street, Minden

(Report HH2019-004)

&

106 Murray Street, Fenelon

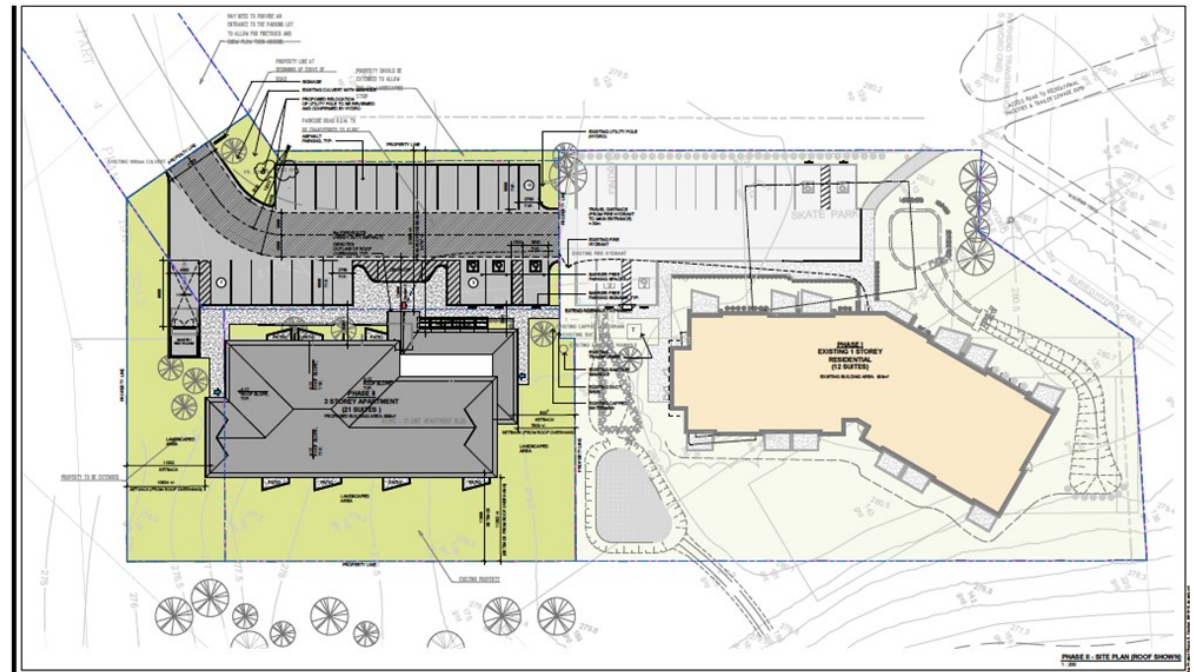
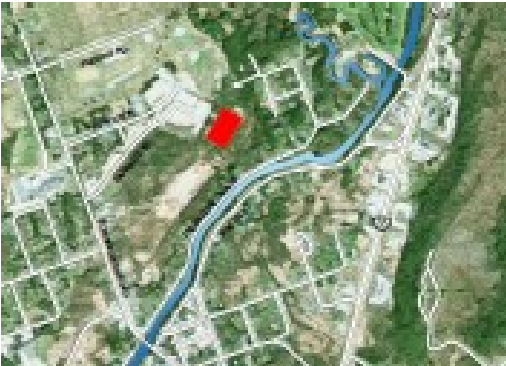
(Report HH2019-005)



KLH
Housing
Corp.

Parkside Street, Minden

Minden - Site Plan



Minden - Financial Plan

Equity Contributions:

- Land, donation by Minden Hills
- KLH Housing reserve contribution
- CMHC Seed Funding
- Municipal in kind support

Minden - Project Details

Mixed income rental housing

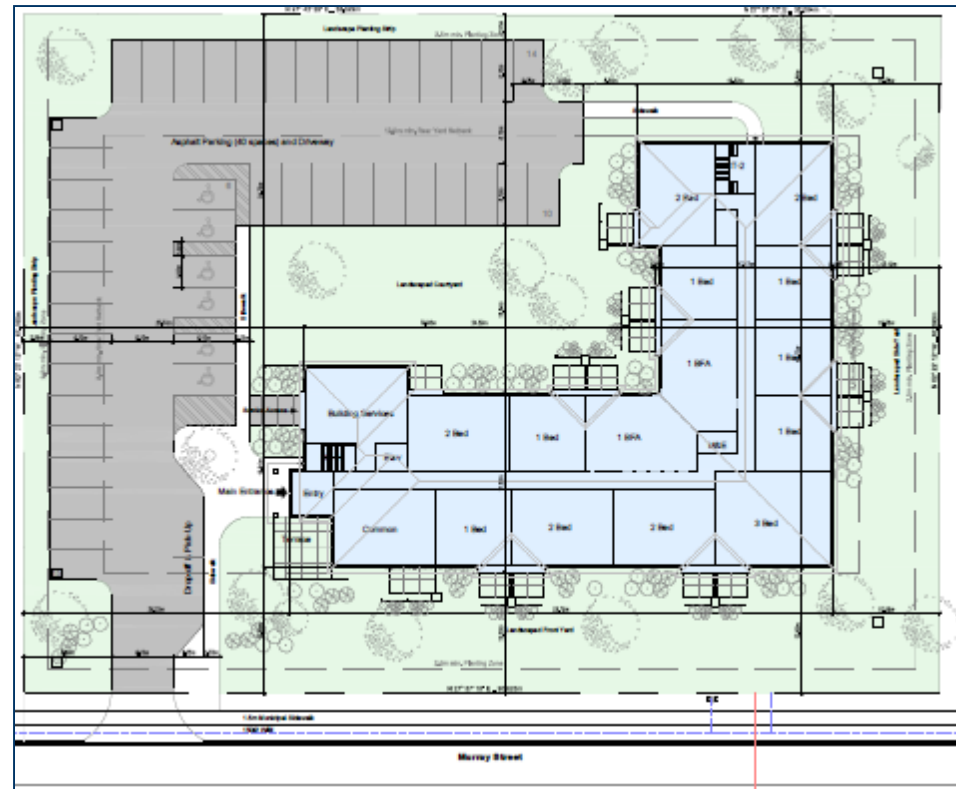
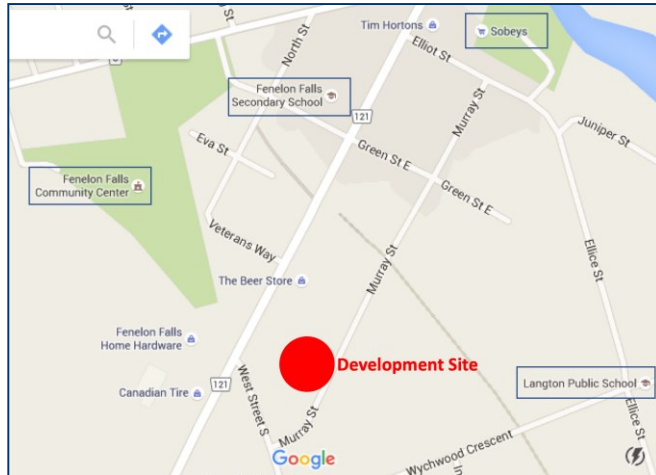
- Rents ranging between 80-120% of the average market rent for the area
- One, two and three bedroom unit types
- Variety of tenant types

Timeline

- Development approvals – 2019
- Construction – 2019 - 2020
- Occupancy - 2020

106 Murray Street, Fenelon

Fenelon - Site Plan



Fenelon - Financial Plan

Equity Contributions:

- Land, purchased by KLH Housing in 2016
- KLH Housing reserve contribution
- National Housing Strategy Co-Investment Funding (application pending)
- CMHC Seed Funding
- Municipal in kind support

Fenelon - Project Details

Mixed income rental housing

- Rents ranging between 80-120% of the average market rent for the area
- One, two and three bedroom unit types
- Variety of tenant types

Timeline

- Development approvals – 2019 - 2020
- Construction – 2020 - 2021
- Occupancy - 2021

Questions

The Corporation of the City of Kawartha Lakes

Committee of the Whole Report

Report Number CLK2019-008

Date: February 12, 2019

Time: 1:00 p.m.

Place: Council Chambers

Ward Community Identifier: All

Title: Civil Marriage Solemnization

Description: Authorizing a By-law to conduct Civil Marriage Ceremonies in the City of Kawartha Lakes

Author and Title: Cathie Ritchie, City Clerk

Recommendation(s):

That Report CLK2019-008, **Civil Marriage Solemnization**, be received;

That the City provides Civil Marriage Solemnization services;

That the recommended Civil Marriage Solemnization Service Charges be approved and added to the Consolidated Fees By-law;

That a By-law to conduct Civil Marriage Ceremonies be brought forwarded to Council for adoption; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

The Ontario Regulation 285/04 provides the Clerk or designate of a local municipality with the authority to solemnize marriages under the authority of a licence.

As per Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a single-tier municipality may provide any service that the municipality considers necessary or desirable for the public.

As per Section 228 (4) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the clerk may delegate in writing to any person, other than a member of council, any of the clerk's power and duties under this and any other Act.

The City of Kawartha Lakes currently does not provide Civil Marriage Solemnization Services.

Rationale:

The majority of cities and towns in the Province of Ontario provide Civil Marriage Solemnization services.

Over the last 5 years the City of Kawartha Lakes has issued an average of 246 marriage licences annually.

For 45% of the licenses issued, applicants had an interest in booking their ceremony at City Hall. When informed that the City does not provide this service, they request a list of Officiants found elsewhere.

Financial/Operation Impacts:

Revenue: Fees and Service Charges

Civil Marriage Ceremony

\$250.00 if held at City Hall during regular business hours.

\$300.00 if held at City Hall outside of regular business hours.

\$350.00 if held off-site plus mileage at the city rate.

Draft Guidelines for the Provision of Civil Marriage Ceremonies or Related Services is attached to this report.

Officiants' will utilize "flex arrangements" to account for any overtime incurred.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

Municipal service excellence and enhanced citizen accessibility to government services.

Review of Accessibility Implications of Any Development or Policy:

The Victoria Room is accessible by elevator. Offsite ceremonies would bring the service to the customer.

Servicing Implications:

The Clerk and the two Deputy Clerks would be appointed Officials.

Consultations:

Attachments:

Appendix A - Guidelines for the Provision of Civil Marriage Ceremonies or Other Related Services



Guidelines for the
Provision of Civil Marri

Appendix B – By-Law 2019-___ A By-law to authorize the Civil Marriage Solemnization Service in the City of Kawartha



By-law 2019-XX Civil
Marriage Solemnizatic

Department Head E-Mail: rtaylor@kawarthalakes.ca

Department Head: Ron Taylor

Guidelines for the Provision of Civil Marriage Ceremonies or Other Related Services

1. Civil marriage ceremonies may be conducted by the Clerk or designate at City Hall, 26 Francis Street, Lindsay during regular business hours weekdays from 8:30 am to 4:30 pm (holidays excluded).
2. Arrangements for civil marriage ceremonies at locations other than City Hall in the Province of Ontario and/or outside regular business hours can be arranged with the Clerk or designate. Any other location, date and time, will be at the sole discretion and availability of the Officiant.
3. Fee: money order, debit or credit to be paid to the City of Kawartha Lakes a minimum of five (5) business days prior to the ceremony date. In addition, other deposits or fees may apply:
 - A \$50.00 non-refundable deposit is required at the time of scheduling for any ceremony.
 - No other gratuities required.
6. A request for a ceremony should be received at least ten (10) days prior to the date of the ceremony.
7. A pre-ceremony consultation meeting with both applicants is mandatory;
 - Both applicants must be in attendance and provide photo identification;
 - To be scheduled a minimum of five (5) business days prior to the ceremony unless changed at the discretion of the Clerk or designate;
 - Fees to be paid in full, estimated additional costs will be given at this meeting;
 - Ceremony information form to be completed;
 - Marriage Licence to be presented and left with the Officiant (date issued to be within three (3) months prior ceremony) if prepared by the City;
 - Standard vows are available or personalized vows to be provided the day of the pre-ceremony meeting.
8. Changes to date and/or time are allowed at no additional charge provided that the location and Officiant are available. No refund will be issued if the ceremony is cancelled less than forty-eight (48) hours prior to the ceremony, or the applicant(s) and witnesses do not appear for the ceremony.
9. Please plan to arrive at least 30 minutes prior to the ceremony to allow time to review final details.

11. Alcohol or stimulants are not to be used by the celebrants or their witnesses prior to the ceremony. If the Officiant believes that alcohol or other stimulants have been used, the ceremony may be cancelled at the discretion of the Officiant.
12. Music may be arranged by the applicant before and after the ceremony. When selecting the type of music consideration should be given to its appropriateness and contribution to the dignity of the occasion.
13. It is the applicant's responsibility to provide an interpreter if they do not speak English and/or require language assistance. The interpreter cannot be one of the witnesses. The interpreter will be required to sign a form that he/she has interpreted the wedding ceremony as per requirements.
14. Absolutely no candles, confetti, rice, bird seed etc. is allowed in City facilities or its property. Couples may be charged with the cost of cleanup should any be found.
15. Pictures and/or videos may be taken during the ceremony provided there is no disruption of the ceremony.
16. Additional rental fees apply to other municipal facilities. Bookings for these facilities will need to be made through the appropriate Department or organization. Arrangements at private facilities are the responsibility of the couple.
17. Ceremonies held at venues outside of the boundaries of the City of Kawartha Lakes by one (1) hour or 100 km drive and/or during inclement weather may be subject to an additional fee to cover accommodations of the Officiant.
18. If personal vows are to be made, they are to be reviewed by the Officiant at least five (5) days prior to the ceremony. It would be appreciated if a written copy of the personal vows is brought to the pre-ceremony meeting.
19. The Officiant is only responsible for performing the ceremony and therefore not responsible for other activities for the ceremony (i.e. photography, wedding planning, and organizing).

The Corporation of the City of Kawartha Lakes

By-Law 2019-XXX

A By-law to Authorize the Civil Marriage Solemnization Service in the City of Kawartha Lakes

Recitals

1. Ontario Regulation 285/04 provides the Clerk or designate of a local municipality with the authority to solemnize marriages under the authority of a licence.
2. As per Section 10 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public.
3. As per Section 228 (4) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, the clerk may delegate in writing to any person, other than a member of council, any of the clerk's power and duties under this and any other Act.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-XXX.

Section 1.00: Definitions and Interpretation

1.01 Definitions: In this by-law,

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk or Deputy Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Council” or “City Council” means the municipal council for the City;

1.02 Interpretation Rules:

(a) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

1.03 Statutes: References to laws in this by-law are meant to refer to the statutes, as amended from time to time that are applicable within the Province of Ontario.

1.04 Severability: If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Civil Marriage Solemnization Service

- 2.01 The Council for the City of Kawartha Lakes hereby directs that the civil marriage solemnization service be implemented within the Province of Ontario;
- 2.02 The Council for the City of Kawartha Lakes recognizes that Cathie Ritchie, City Clerk is authorized to solemnize marriages as set out under Ontario Regulation 285/04 and the Marriage Act, R.S.O. 1990, Chapter M. 3 for the Province of Ontario;
- 2.03 The City Clerk is authorized to delegate Ann Rooth, Deputy Clerk and Joel Watts, Deputy Clerk to solemnize marriages;
- 2.04 That the fee structure for Civil Marriage Solemnization services shall be established in the City of Kawartha Lakes Consolidated Fees By-law.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The City Clerk is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the 1st day of April, 2019.

By-law read a first, second and third time, and finally passed, this 19 day of February, 2019.

Andy Letham, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

Committee of the Whole Report

Report Number RS2019-012

Date: February 12, 2019

Time: 1:00 p.m.

Place: Council Chambers

Ward Community Identifier: 5

Title: Proposed Surplus Declaration and Sale of City-Owned Property – Portion of Elgin Park, Lindsay

Author and Title: Laura Carnochan, Law Clerk – Realty Services

Recommendation(s):

That Report RS2019-012, Proposed Surplus Declaration and Sale of City-Owned Property – Portion of Elgin Park, Lindsay, be received;

That a portion of the City-owned property known as Elgin Park and legally described as Lots 5 – 7, Lots 9 – 13, Block O on Plan 1, Part of Lot 8, 14, Block O on Plan 1 As In TL31341 Except R278226, in the Geographic Town of Lindsay, City of Kawartha Lakes, be declared surplus to municipal needs;

That a direct sale to two area landowners be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale;

That a by-law (with any amendments deemed necessary) to authorize its disposition shall be passed;

That the Mayor and Clerk be authorized to sign all documents to facilitate the conveyance of the lands; and

That this recommendation be brought forward to Council for consideration at the next Regular Council meeting.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

At their meeting on July 9, 2018, the Land Management Committee reviewed the subject land in relation to two License Agreements which were coming up for renewal. Part of the subject land, as more specifically set out on Appendix A, is currently under License to the adjoining business located at 152 Elgin Street, Lindsay, and the other part of the subject land is current under License to the business located across the street at 150 Angeline Street North, Lindsay. Both businesses use the Licensed space as parking areas.

The Land Management Committee felt that a sale of the subject land would be more appropriate than continuing to License the property in five year intervals. The Committee further felt that, as the businesses often utilize more space than is currently allowed under the License Agreements, it would be appropriate to offer to sell an area of land that would line up with the property boundary for the adjacent property at 152 Elgin Street and extend westerly to a chain link fence which delineates the space from that used by the Lindsay Lawn Bowling Club. The proposed land is more specifically set out on Appendix C and Appendix D.

The Committee further felt that a condition of the sale should be that the purchasers install fencing, at their sole expense, to delineate the subject land from the remainder of the park. This would assist in restricting either business from further encroaching on the parkland following the sale of land.

The Committee also felt that the storage containers located on the property should be removed prior to sale, as they are in contravention of the zoning by-law. This will also be made a condition in the Agreement of Purchase and Sale.

A further condition of the sale will be that the portion to be sold to 152 Elgin Street will merge with the abutting parcel.

Both businesses were contacted and both have confirmed their interest in proceeding with a purchase.

Public Notice advertising the potential surplus declaration and sale of the subject property was completed by newspaper circulation in the Kawartha Lakes This Week on the 17th, 24th, and 31st days of January, 2019. In addition, a “Potential Surplus Property” sign was posted on the subject property for a three week period and a notice was posted on the City’s website. Realty Services received one concern regarding the sale of this land, being that the resident is concerned in general with the sale of any parkland property.

Appendix A outlines the area currently under License, Appendix B is a general location map, Appendix C is an aerial photo, Appendix D is a map, and Appendix E is a zoning map.

The purpose of this report is to advise Council that the Land Management Committee recommends that the subject property be declared surplus to municipal needs and that approval be given, in principle, for disposition by direct sale to the two area businesses, in accordance with City of Kawartha Lakes By-law 2018-020, as amended.

Rationale:

Elgin Park was acquired by the former Town of Lindsay between the years 1893 and 1949, through acquisition from private owners and a vesting of a portion of land due to tax arrears.

At the Land Management Committee meeting on July 9, 2018, Community Services confirmed that the subject portion of Elgin Park could be declared surplus to its needs, given that the subject portion of land is not utilized as parkland, contains no park/recreation infrastructure, and it not programmed.

Given that the land is currently under License Agreement to two area businesses for use as parking space, the Committee felt that a direct sale of the property to these businesses would be appropriate, as it would allow the businesses to continue to utilize the space and remove all liability from the City.

Other Alternatives Considered:

Council may decide not to sell the subject property and instead continue Licensing the land to the two businesses. This is not recommended in this circumstance, as continued Licensing uses Staff resources for the administration of said License Agreements.

Council may decide to list the property for sale on the open market, instead of proceeding with a direct sale. This is not recommended in this circumstance, as a direct sale will allow the two businesses to continue to utilize the area as much needed parking space.

Financial Impacts:

The parties will be asked to enter into a conditional Agreement of Purchase and Sale with a non-refundable deposit of \$1,000.00 to cover initial costs related to this transaction. As per By-Law 2018-020, as amended, an appraisal must be obtained to determine fair market value. The subject property will be sold for the appraised value, together with all costs associated with the transaction and a \$1,500.00 fee to cover the City's staff time expenses.

The net proceeds of the sale will be placed into the Property Development Reserve.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This report aligns with the strategic goal of a “vibrant and growing economy” and the strategic enabler of “efficient asset management.”

Consultations:

Land Management Committee
Land Registry Office
Planning – Maps

Attachments:

Appendix A – Licensed Area



Appendix A -
Licensed Area.pdf

Appendix B – General Location Map



Appendix B - General
Location Map.pdf

Appendix C – Aerial Photo



Appendix C - Aerial
Photo.pdf

Appendix D – Map



Appendix D -
Map.pdf

Appendix E – Zoning Map



Appendix E - Zoning
Map.pdf

Department Head E-Mail: rcarlson@kawarthalakes.ca

Department Head: Robyn Carlson

Department File: L06-18-RS036

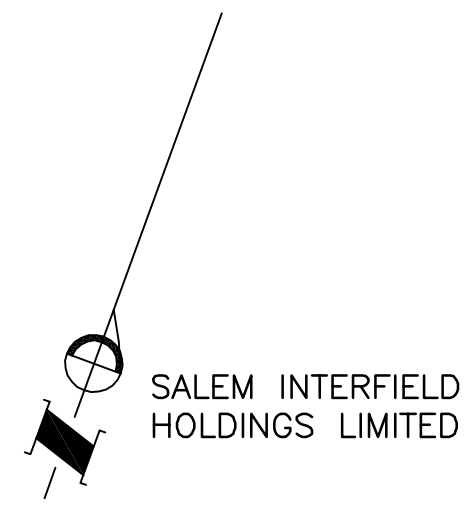
SKETCH
LICENSE AGREEMENT
TOWN OF LINDSAY
NOW IN THE
CITY OF KAWARTHA LAKES
Scale 1 : 300
5 0 5 10 15 20 METRES
1 : 300

METRIC:
DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE
CONVERTED TO FEET BY DIVIDING BY 0.3048.

SCHEDULE "A"

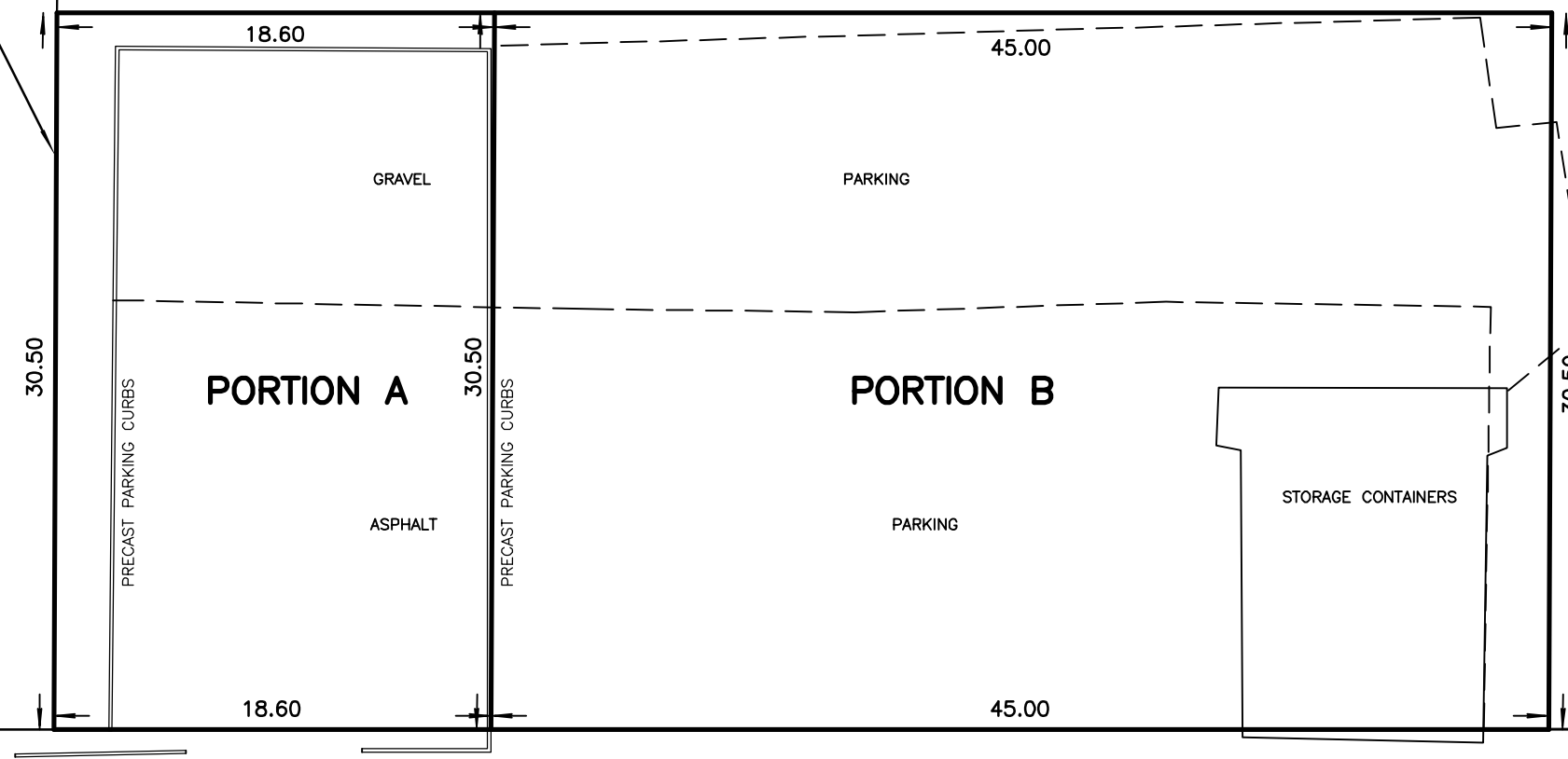
STREET

ANGELINE



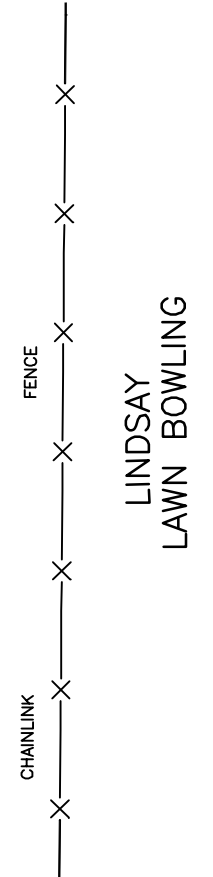
SALEM INTERFIELD
HOLDINGS LIMITED

ASPHALT PARKING



ELGIN PARK

©



LINDSAY
LAWN BOWLING

ELGIN

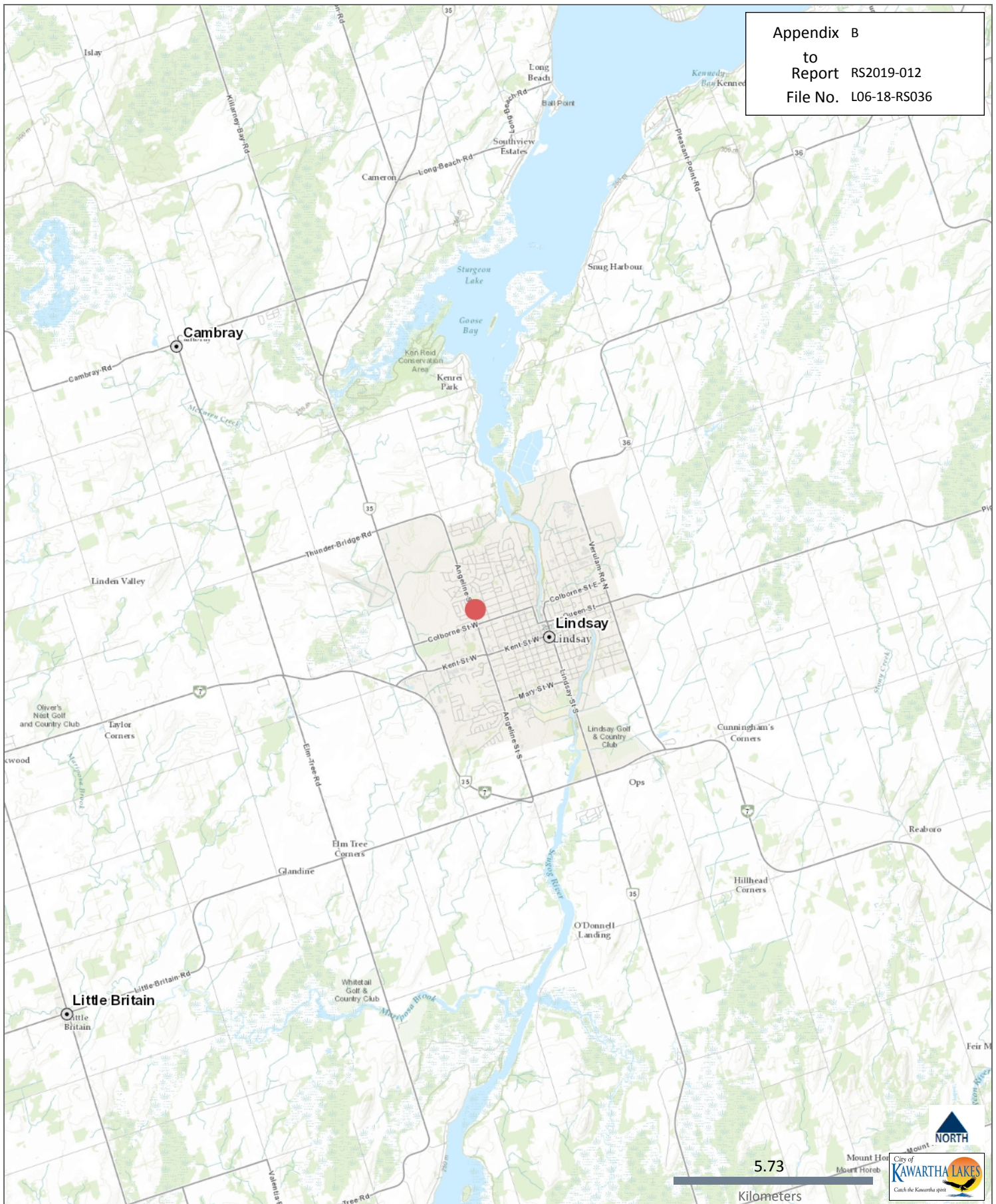
STREET

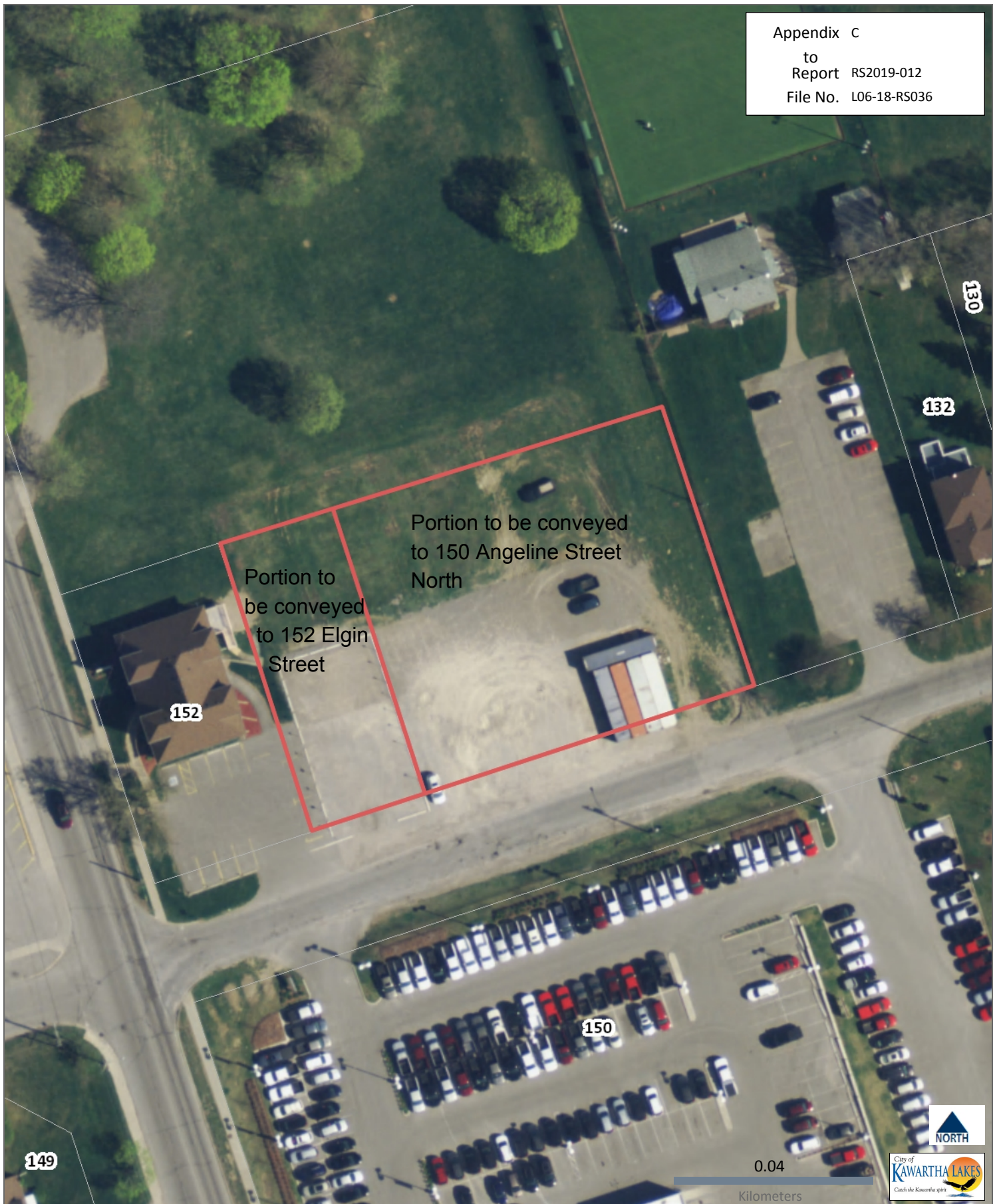
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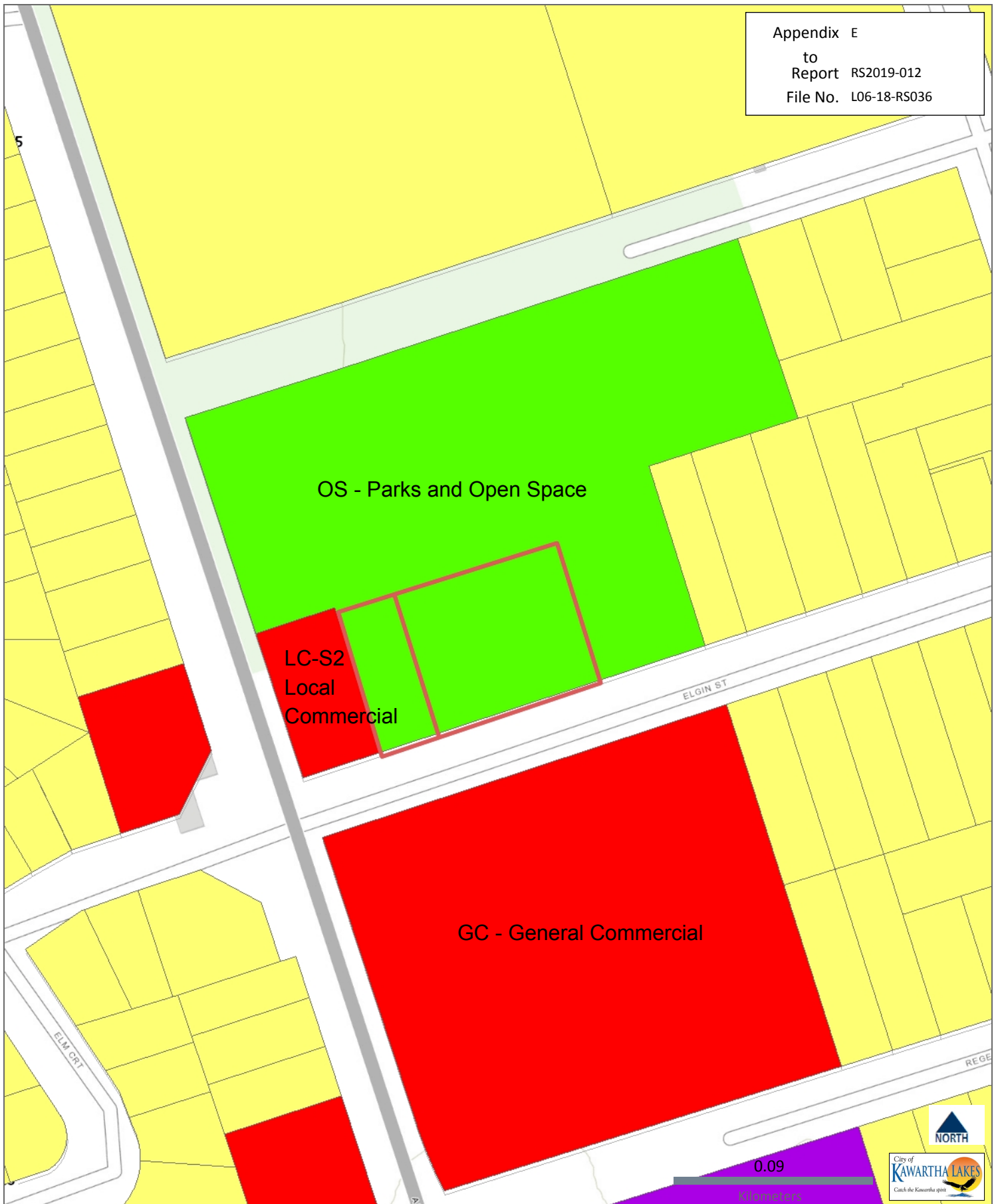
PORTION A
567.3 SQ.M.
PORTION B
1372.5 SQ.M.

DATE: JULY 17, 2013

	COE, FISHER, CAMERON ONTARIO LAND SURVEYORS LINDSAY, ONTARIO - PHONE 324-4152	
	DWN. BY: C.R.M.	CK'D.BY: G.G.H. O-12-10791







The Corporation of the City of Kawartha Lakes

Committee of the Whole Report

Report Number RS2019-013

Date: February 12, 2019
Time: 1:00 p.m.
Place: Council Chambers

Ward Community Identifier: 7

Title: Proposed Surplus Declaration and Sale of City-Owned Property – Portion of Logie Street Park, Lindsay

Author and Title: Laura Carnochan, Law Clerk – Realty Services

Recommendations:

That Report RS2019-013, Proposed Surplus Declaration and Sale of City-Owned Property – Portion of Logie Street Park, Lindsay, be received;

That a portion of the City-owned property known as Logie Street Park and legally described as Block 74 on Plan 57M797 (PIN: 63238-0327 (LT)) and Part of the West Half of Lot 18 Concession 6 Ops, Part 3 on Plan 57R10306, Part of Logie Street Stopped Up and Closed by By-Law 2015-007 as in KL105959; Subject to an Easement over Part 3 on Plan 57R10306 as in KL106557 (Part of PIN: 63234-0130 (LT)), in the Geographic Town of Lindsay, City of Kawartha Lakes, be declared surplus to municipal needs;

That a direct sale to the abutting landowner be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale;

That a by-law (with any amendments deemed necessary) to authorize its disposition shall be passed;

That the Mayor and Clerk be authorized to sign all documents to facilitate the conveyance of the lands; and

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Background:

At their meetings on February 12, 2018 and June 11, 2018, the Land Management Committee reviewed the subject property due to the adjacent landowner expressing an interest in purchasing the property.

The Land Management Committee felt that as the subject land is not proposed to be used as part of the Logie Street Park redesign, it would be appropriate to sell the lands. The lands are large enough that they could be an independently-developable parcel, however, a more efficient infill development would likely occur if the property was sold as a direct sale to the adjacent landowner. A condition of the sale would be that the parcels would merge.

It was noted by the Committee that Enbridge has a gas main located within the portion of road allowance that is proposed to be included in this sale. An easement for this infrastructure is already in place, registered as Instrument KL106557, and would carry forward to any new owner of the land.

Public Notice advertising the potential surplus declaration and sale of the subject property was completed by newspaper circulation in the Kawartha Lakes This Week on the 17th, 24th, and 31st days of January, 2019. In addition, a “Potential Surplus Property” sign was posted on the subject property for a three week period and a notice was posted on the City’s website. Realty Services did not receive any public comments or concerns with regards to the proposed sale of the subject land.

Appendix A is a general location map, Appendix B is an aerial photo, and Appendix C is a map.

The purpose of this report is to advise Council that the Land Management Committee recommends that the subject property be declared surplus to municipal needs and that approval be given, in principle, for disposition by direct sale to the adjacent landowner, in accordance with City of Kawartha Lakes By-law 2018-020, as amended.

Rationale:

The subject portion of Logie Street Park was acquired by the City of Kawartha Lakes in 2014 as parkland related to the Country Club Subdivision. The property is currently zoned as Open Space.

At the Land Management Committee meeting on February 12, 2018, Community Services confirmed that this section of the parkland is not intended to be used as part of Logie Street Park and is therefore surplus to its departmental needs.

While the lands are large enough to be an independently-developable parcel, the Land Management Committee felt that a direct sale to the adjacent landowner could allow for a more efficient infill development.

Other Alternatives Considered:

Council may decide not to sell the subject property and receive no financial benefit. This would be inconsistent with past practice and not recommended in this circumstance.

Council may decide to list the property for sale on the open market, instead of a direct sale. This is not recommended in this circumstance, given that the property could likely be more efficiently developed if merged with the property adjacent to the West.

Financial Impacts:

The parties will be asked to enter into a conditional Agreement of Purchase and Sale with a non-refundable deposit of \$1,000.00 to cover initial costs related to this transaction. As per By-Law 2018-020, as amended, an appraisal must be obtained to determine fair market value. The subject property will be sold for the appraised value, together with all costs associated with the transaction and a \$1,500.00 fee to cover the City's staff time expenses.

As the property was obtained as parkland dedication pursuant to the Planning Act, all proceeds from the sale would be transferred to the Parkland Reserve.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This report aligns with the strategic goal of a “vibrant and growing economy” and the strategic enabler of “efficient asset management.”

Consultations:

Land Management Committee

Land Registry Office

Planning – Maps

Attachments:

Appendix A – General Location Map



Appendix A - General
Location Map.pdf

Appendix B – Aerial Photo



Appendix B - Aerial
Photo.pdf

Appendix C – Map



Appendix C -
Map.pdf

Department Head E-Mail:

Department Head E-Mail: rcarlson@kawarthalakes.ca

Department Head: Robyn Carlson

Department File: L06-18-RS004



THIS MAP IS NOT TO BE USED FOR NAVIGATION
© City Of Kawartha Lakes

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Date:





The Corporation of the City of Kawartha Lakes

Committee of the Whole Report

Report Number HH2019-004

Date: February 12, 2019

Time: 1:00 p.m.

Place: Council Chambers

Ward Community Identifier:

Title: KLH Housing – Minden Housing Project

Description: New 21 unit rental housing development on Parkside Street in Minden

Author and Title: Hope Lee, Administrator/Manager of Housing

Recommendation(s):

That Report HH2019-004, KLH Housing – Minden Housing Project, be received;

That subject to the necessary by-laws and agreements being forwarded to council for approval, and the successful completion of such planning and development process that the Township of Minden Hills or the County of Haliburton may require, the proposal outlined in HH2019-004 by the Kawartha Lakes-Haliburton Housing Corporation (KLH Housing Corp) to develop twenty one (21) new rental housing units on Parkside Street in the Village of Minden, be approved;

That the City approves completion of financing for the cash flow and borrowing facilities outlined in Report HH2019-004 in the City's own name, with the City then lending the funds to the KLH Housing Corp for the new project being constructed on Parkside Street in the Village of Minden; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Department Head:_____

Financial/Legal/HR/Other:_____

Chief Administrative Officer:_____

Background:

Kawartha Lakes-Haliburton Housing Corporation (KLH Housing) is an experienced housing provider (with the City of Kawartha Lakes as its sole shareholder) operating just over 700 units of housing in both the City and the County. For the past several years, KLH Housing has been developing new housing in response to long waiting list for financially assisted units and the overall need for market rental housing. This theme has been evident within KLH Housing's strategic planning and also helps to meet the City, the County and certain local municipalities within the service area to meet different housing goals and objectives they have.

KLH Housing, making use of municipally owned land, proposes to build Phase II on the Parkside Street site in Minden. Pinegrove Place, the Phase 1 development is now complete and targets the senior population with rents ranging from affordable market (80%) to above market (120%) based on the average market rent for the service area.

Phase II is based on a master plan for the site approved at the time of Phase I (2015-16) which came from the results of various studies and input from a project team and township staff. Official Plan and zoning amendments were also completed. Phase II is a three story apartment building which will include 21 units (9 one-bedroom, 9 two-bedroom, 3 three-bedroom) with gross floor area of just under 20,000 sq. ft. The building will have an elevator, four barrier free units and modest sized main floor common and laundry areas. The development will incorporate barrier free and energy efficient design options as much as possible with available funding. This will include looking toward construction that conforms to the majority of LEED standards such as low energy consumption, renewal materials and energy efficient electrical and mechanical systems.

Phase II, comprised of one, two and three bedroom units will offer rents similar to Phase 1 to a population that includes the homeless, families, singles, couples, seniors and those with physical disabilities. Eleven of the units (a mix of unit sizes) will be offered under the affordable market program which is 80% of the average market rent for the service area, or if occupied today would be approximately:

- \$700 for a one-bedroom
- \$850 for a two-bedroom
- \$1,000 for a three-bedroom

The other ten units (a mix of unit sizes) will be offered under the above market program which is 120% of the average market rent for the service area, or if occupied today would be approximately:

- \$1,050 for a one-bedroom
- \$1,250 for a two-bedroom
- \$1,400 for a three-bedroom

In addition, KLH Housing will work with the City to try and secure housing allowances or rent supplement funding in order to provide a percentage of households, who meet eligibility requirements, a deeper level of subsidy.

The development will be financially supported primarily through a KLH Housing Corp reserve contribution and a debenture. The mixed income model permits the above market rental income to help support the affordable and market rent units. The project has already received CMHC Seed Funding in the amount of \$41,250 to assist with studies, assessments, drawings and specifications.

The City is currently exploring with the province any potential to access some surplus Investment in Affordable Housing funding. The province is currently reviewing any unspent allocations from service managers from 2017-18 funding. This project is able to meet provincial deadlines to access some of this surplus and has been proposed to the province. It is anticipated that these reallocations would happen before March 31, 2019.

Since this project is located in the County of Haliburton and the Village of Minden, the municipal in kind incentives are provided through the County and the Township, not the City. The financial plan incorporates the following which have been approved:

- Cash contribution from the County
- Incentives from Minden Hills
 - Land donation
 - Site plan application fees
 - Parkland fees
 - Road entrance permit fees
 - Connection fees
 - Building permit fees

Once all the in kind incentives are calculated, the City will enter into a project specific municipal housing facilities by-law and agreement with the value of these incentives registered on title. Should KLH Housing Corp not continue to meet the requirements of the agreement (for example, cease to continue providing affordable rents), KLH Housing Corp would be obligated to reimburse the County and/or Minden Hills for the value of the incentives.

The financing model anticipates that the City would be the lender both for construction financing and long term financing similar to multiple other KLH Housing Corp projects completed since 2013. KLH Housing Corp would make all payments toward this financing to the City so no tax support is necessary. This approach to financing eliminates the requirements for CMHC mortgage insurance amongst other things thereby reducing the project capital cost by thousands of dollars.

Rationale:

Financially Assisted Waiting Lists

There are a total of 1,142 subsidized housing units in Kawartha Lakes and Haliburton (726 units in Lindsay, 181 units in the rest of CKL and 235 in the County). Information from the City's Housing Help Division shows that as of December 31st, 2018 there were 1,672 households waiting for one of those units (601 senior households, 373 households with dependents and 698 households without dependents). In 2018 only 98 of the 1,142 units vacated.

In Minden specifically there are currently 81 subsidized units and over 300 on the centralized waiting list awaiting one of those units. These households would automatically have the option to select these new units with their original application date.

Households Waiting for a subsidized unit in Minden

Unit size	Number of Households
1 Bedroom Unit	259
2 Bedroom Unit	47
3 Bedroom Unit	56

In Minden specifically there are currently 71 households on market waiting lists awaiting a market housing unit. While these households are on market lists for other housing units, they would be contacted, along with the broader public to apply for the new market units.

Households Waiting for a market unit in Minden

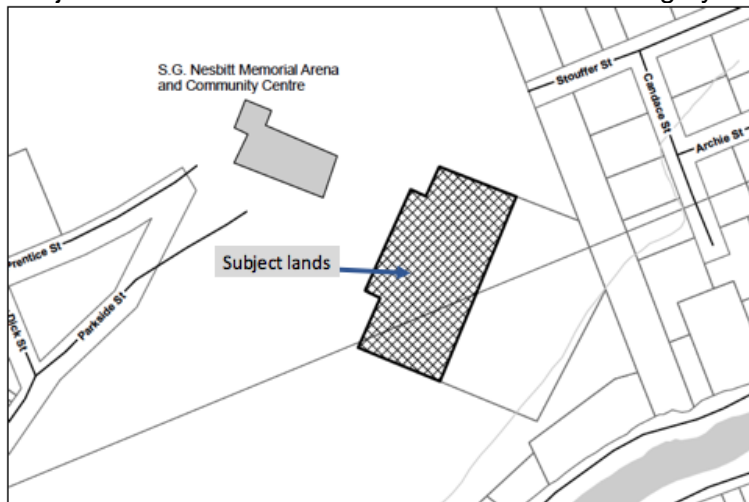
Unit size	Number of Households
1 Bedroom Unit	26
2 Bedroom Unit	33
Either 1 or 2 Bedroom Unit	12

Site Details

The site, which was owned and then approved for donation by the Township of Minden Hills to KLH Housing is approximately 2.5 acres in size. It is located 50 metres to the east of the S.G. Nesbitt Memorial Arena and Community Centre and is municipally known as Part of Lots 4 and 5, Concession A, Minden.

A portion of the subject lands were previously for parking, maintenance, storage and a skateboard facility. The remaining lands were undeveloped and partially accommodated a snowmobile and pedestrian trail.

Subject Lands Severed and Donated to KL Housing by the Township



Source: Municipal Planning Services, Planning Report, November 2015

Official Plan and Zoning Amendments

The Official Plan and zoning amendments for this site were initiated in October 2015 as a parallel process and were completed in February 2016. The planning approvals took into consideration Phase I and a potential Phase II development. The subject property was re-designated from “Parks and Open Space” to residential, Schedule ‘A-1’ Settlement Area of Minden with a site specific policy exception to permit a residential density of approximately 36 dwelling units per developable hectare.

The subject property was previously zoned CF—Community Facility Zone and required a zoning amendment to R2-Residential Type Two as the base zone with some site specific By-Law exceptions required.

Phase II will be built within the lands rezoned as part of the master plan for this site thereby no Official Plan or zoning changes to the subject lands identified in Phase 1 for Phase II are anticipated.

Development Details

The proposed Phase II development is a 3 storey, 21-unit apartment building comprised of one, two and three bedroom apartments. The gross floor area for the building is 19,752 sq. ft. The building will have an elevator and four barrier free units. A modest sized main floor common room and laundry area is proposed. The average size of the apartments will be:

- One-bedroom apartments – 600 sf ,
- Two-bedroom apartments – 810 sf,
- Two-bedroom with Den – 830 sf,
- Three-bedroom apartments – 1100 sf.

The proposed development will incorporate barrier free and energy efficient design options as much as possible with the available funding. This will include looking toward construction to conform to majority of LEED standards including low energy consumption, renewable materials, and energy efficient electrical and mechanical systems.

Copies of site and elevation drawings are included as appendices to this report.

Timeline

The proposed timeline illustrates the anticipated dates for project development with the approval of KLH Housing capital funds, the transfer of the lands and various municipal incentives from the Township of Minden Hills and the proposed capital contribution from the County of Haliburton.

Milestones	Date
Meeting with Township Planning to review options and approvals required for Phase II	August 2018
KLH Housing Board approves Business Plan including capital funding allocation	October 3, 2018
Township of Minden Hills approves transfer of lands and other municipal incentives	October 11, 2018
County of Haliburton approves capital contribution	October 24, 2018
Site plan application filed	November 2018
Business Plan to City of Kawartha Lakes	February 2019
Site plan approved, building permit application submitted	February 2019
Proposal call for general contractor	February

Milestones	Date
Building Permit Approved	March 2019
Construction Begins	April 2019
Construction Completed	May 2020
Tenants Move-In	June 2020

Other Alternatives Considered:

None

Financial/Operation Impacts:

Financial Considerations

Capital and operating budget estimates for the project have been prepared based on the preliminary design with a \$200/sq.ft construction cost estimate which will reflect the energy efficient approach to the building. Costs for development approvals were obtained using the Township's fee schedules. Contingency budgets were based on best practices as established by previous projects, known expenses and the CMHC.

For this cost efficient, three storey, 21 unit development, the all-in capital cost will require a City debenture of approximately \$2.9 million to support the project. The following equity contributions are considered: a \$252,000 cash donation from the County, just over \$1million from KLH Housing Corp reserves and in kind municipal contributions.

The proposed annual net rental revenues cover the projected operating cost with a small manageable deficit in years one and two, a break-even point in year three, rising to a surplus of approximately \$7,000 in year four and then approximately \$14,000 by year five. This trend of continual increases to the annual surplus is the result of utilizing a serial debenture (higher debt expense in the beginning that gradually decreases over time with an overall savings in interest) and demonstrates the project's long term vitality. It will provide opportunity for increased affordability targets in future years.

If successful in accessing surplus provincial investment in affordable housing funding, this project would have the ability to increase affordability targets immediately.

The financial model anticipates the following municipal incentives and support, of which the City, County and local municipalities have provided to KLH on several other other occasions now and of which the Affordable Housing Framework supports

- \$252,000 cash contribution from the County
- Donation of land
- Site Plan application fees and relief from any security
- Building Permit Fees
- Relief from Parkland Levy, servicing connection fees, etc. related to the new developments
- Debenture secured by the City, repaid by project revenue
- Cash flow throughout development and construction, as needed

Benefits of the Project

This project will assist to meet the County, the Township and the City of Kawartha Lakes (in their role as Service Manager) goal of increasing the new supply of affordable rental housing. The County of Haliburton has experienced a drop in rental supply in recent years. In order to meet the demand for affordable housing options and the housing needs of the population, the Township of Minden Hills has targeted the creation for 250 seniors and/or affordable housing units in the next 20 years. Minden Phase I senior's housing was completed in 2017, and Phase II suited to a range of household types, the two developments together create 33 units of new affordable and market rental housing in Minden. The property is well situated and close to a number of community services and amenities. The planning approvals for the site, which involved Official Plan and zoning amendments were completed as part of Phase I. Minden Phase II is well positioned to move to site plan submission and building permit over the next six months with construction targeted to start in the Spring of 2019.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The recommendations of this report directly support the Actions under Goal 2: An Exceptional Quality of Life in the City of Kawartha Lakes Strategic Plan 2016-2019, specifically 2.2.2 Enhance access to community and human/health services and 2.2.3 Increase the supply of affordable housing.

Review of Accessibility Implications of Any Development or Policy:

The development will incorporate both overall accessible design as well a number of units being barrier free.

Consultations:

TWC Consulting Inc
Chamberlain Architects

Attachments:

Appendix A – Minden Phase II Conception drawings



Attachment A Phase
2 Business Plan - addi

Department Head E-Mail: rsutherland@kawarthalakes.ca

Department Head: Rod Sutherland

LIST OF DRAWINGS

A000	COVER SHEET
A001	SITE PLAN
A101	FLOOR PLANS
A200	EXTERIOR ELEVATIONS

MINDEN AFFORDABLE HOUSING -
PHASE II

MINDEN, ONTARIO



KEY PLAN



LIST OF CONSULTANTS
ARCHITECT



CHAMBERLAIN ARCHITECT SERVICES LIMITED
4671 Palladium Way, Unit 1
Burlington, ON. L7M 0W9
P: 905.631.7777
Contact: Kyle Nichols x 226

CIVIL

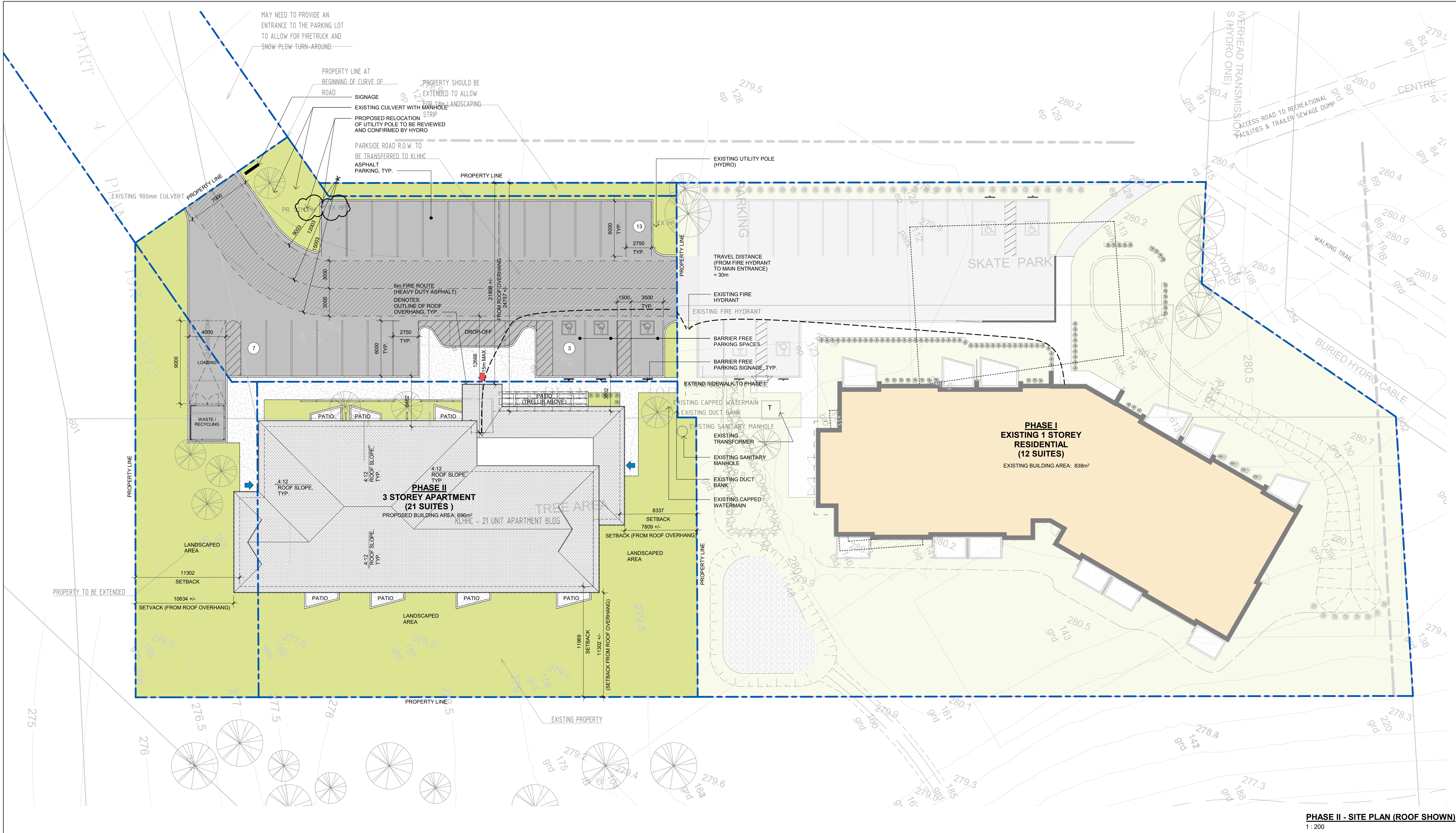
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ELECTRICAL & MECHANICAL

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PHASE II - SITE PLAN (ROOF SHOWN)
1:200

T

PROPOSED HYDRO TRANSFORMER

BARRIER FREE PARKING

BARRIER-FREE PARKING SIGNAGE

EDGE OF EXISTING TREES TO BE RETAINED

PRIMARY ENTRANCE / EXIT

SECONDARY ENTRANCE/ EXIT

ASPHALT PARKING

CONCRETE SIDEWALK

LANDSCAPE

CONTINUOUS CONCRETE CURB

COMBINATION CURB + CONCRETE SIDEWALK

PROPERTY LINE

SITE PLAN LEGEND

SITE INFORMATION				
SITE DESCRIPTION		PROPOSED DEVELOPMENT		
PART OF LOTS 4 & 5, CONCESSION A GEOGRAPHIC TOWNSHIP OF MINDEN		21 UNITS, 3 STOREY APARTMENT BUILDING		
TOWN OF MINDEN HILLS COUNTY OF HALIBURTON				

SITE STATISTICS				
DESCRIPTION	AREA (SM)	AREA (SF)	AREA (HA)	% (OF PHASE)
BUILDING FOOTPRINT				
PROPOSED BUILDING AREA	695.91 m ²	7491 ft ²	0.070 hectare	20.1%
	695.91 m ²	7491 ft ²	0.070 hectare	20.1%
HARD LANDSCAPE				
ASPHALT	944.67 m ²	10168 ft ²	0.094 hectare	27.3%
CURBS	34.85 m ²	375 ft ²	0.003 hectare	1.0%
SIDEWALK & CURBS	325.10 m ²	3499 ft ²	0.033 hectare	9.4%
	1304.62 m ²	14043 ft ²	0.130 hectare	37.7%
SOFT LANDSCAPE				
LANDSCAPE	1391.27 m ²	14976 ft ²	0.139 hectare	40.2%
PATIO & PAVERS	67.88 m ²	731 ft ²	0.007 hectare	2.0%
	1459.16 m ²	15706 ft ²	0.146 hectare	42.2%
TOTAL	3459.68 m ²	37240 ft ²	0.346 hectare	
OVERALL SITE	3339.49 m ²	35946 ft ²	0.334 hectare	100.0%

GROSS FLOOR AREA		
Level	Area (SF)	Area (SM)
GROUND FLOOR	7489 ft ²	696 m ²
SECOND FLOOR	6132 ft ²	570 m ²
THIRD FLOOR	6131 ft ²	570 m ²
GROSS FLOOR AREA (GFA) TOTAL	19752 ft ²	1835 m ²

PHASE II - UNIT TYPES		
UNIT	COUNT	
1 BEDROOM	9	
2 BEDROOM	3	
2 BEDROOM + DEN	6	
3 BEDROOM	3	
TOTAL UNITS	21	

PARKING SCHEDULE		
PARKING TYPE	PARKING SIZE	COUNT
ACCESSIBLE PARKING	3.5m x 6.0m	3
TYPICAL PARKING SPACE	2.75m x 6.0m	20
		23

TOWNSHIP OF MINDEN HILLS
ZONING BY-LAW 06-10
February 23, 2006
Approved by the Ontario Municipal Board August 9, 2006
(Office Consolidation July 27, 2017)

PARKING INFORMATION

PARKING SPACE REQUIREMENT (ZONING BY-LAW 06-10 4.24.1)
TYPE OR NATURE OF USE: DWELLING UNIT
MINIMUM PARKING SPACES: 2 SPACES FOR EACH DWELLING UNIT
TOTAL (REQUIRED): 21 UNITS X 2 = 42
TOTAL PROVIDED: 23 (NOTE: REFER TO PARKING SCHEDULE)
DESIGNATED ACCESSIBLE PARKING REQUIREMENT (ZONING BY-LAW 06-10 Table 4.24.7)
NUMBER OF DESIGNATED ACCESSIBLE PARKING SPACES: 3 (NOTE: THE PROVISION OF ACCESSIBLE PARKING SPACES SHALL BE INCLUDED AS PART OF THE TOTAL CALCULATION OF PARKING SPACES REQUIRED FOR ANY LOT, BUILDING OR USE.)

ZONING INFORMATION

ZONE PROVISIONS (ZONING BY-LAW 06-10 SECTION 5)
CLASSIFICATION (SECTION 5.1): RESIDENTIAL TYPE TWO (R2)
PERMITTED USE (TABLE 1 SECTION 5.2): DWELLING, MULTIPLE LOT REGULATIONS (TABLE 2 SECTION 5.2)
LOT AREA (min m²) (per unit): 230m² per unit for multiple dwelling
LOT FRONTAGE (min m): 7m/unit for multiple dwelling
FRONT YARD (min m): 7.5m
INTERIOR SIDE YARD (min. m): 3m for multiple dwellings
REAR YARD (min. m): 7.5m
SETBACK FROM HIGH WATER MARK (min. m)
(a) = Lot created prior to February 22, 2005: 23m
(b) = Lot created after February 22, 2005: 30m
DWELLING UNIT AREA (min. m²): 55m²
BUILDING HEIGHT (principal building) (max m): 11m
LOT COVERAGE (max %): 35%
LANDSCAPED OPEN SPACE (min %): 20%

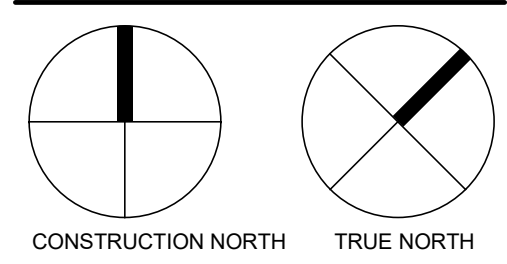
SIZE (ZONING BY-LAW 06-10 4.24.6 and 4.24.7)
ACCESSIBLE PARKING: 3.5m W X 6.0m L
AISLE BESIDE 1 ACCESSIBLE PARKING SPACE: 1.75m W
AISLE BETWEEN 2 ACCESSIBLE PARKING SPACES: 1.5m W
TYPICAL/ STANDARD PARKING: 2.75m X 6.0m L
LOADING SPACE (ZONING BY-LAW 06-10 4.19.2)
MINIMUM DIMENSION: 4m W X 9m L (5m VERTICAL CLEARANCE)



Chamberlain Architect
Services Limited
4871 Palladium Way (Unit 1)
Burlington, Ontario. L7M 0W9
CANADA
Phone: 905.631.7777
www.chamberlainIPD.com

NO.	ISSUED	DATE
1		SEP 2018

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MINDEN AFFORDABLE HOUSING - PHASE II

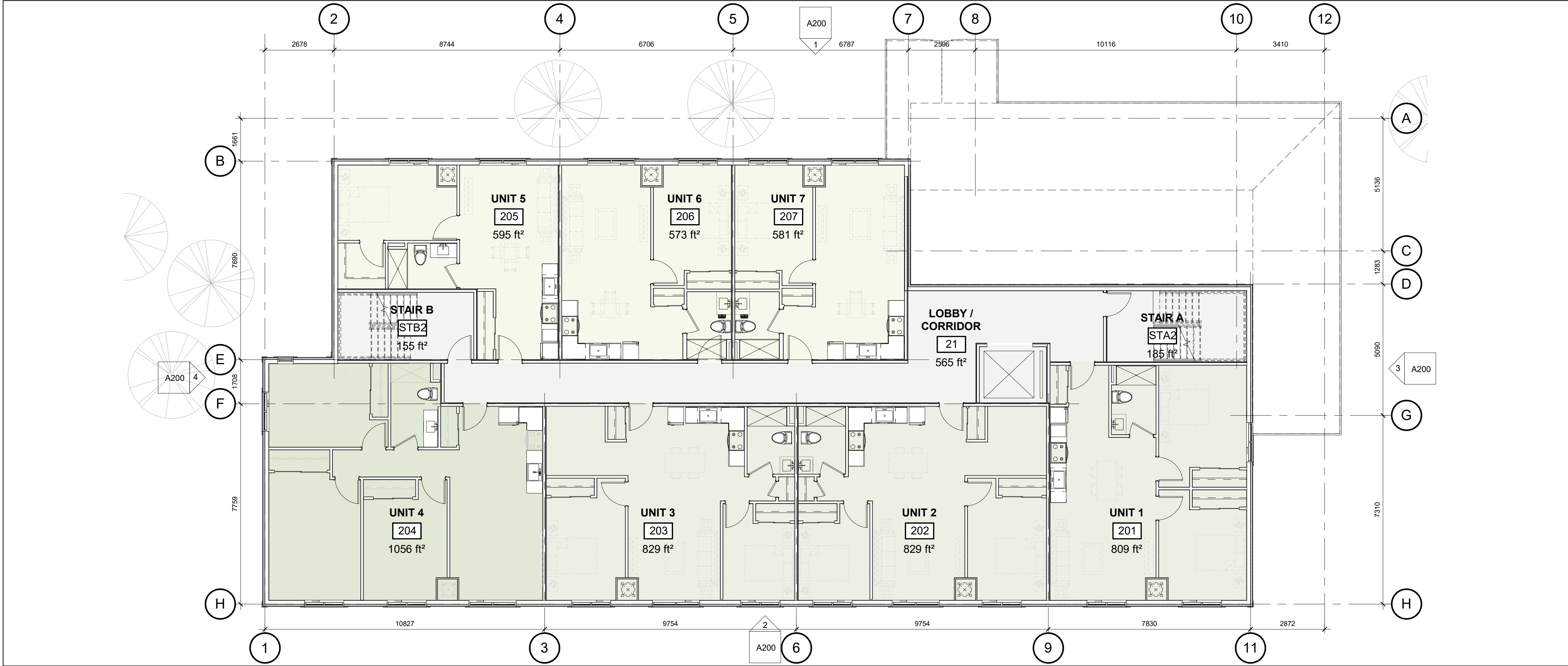
MINDEN, ONTARIO

SHEET NAME

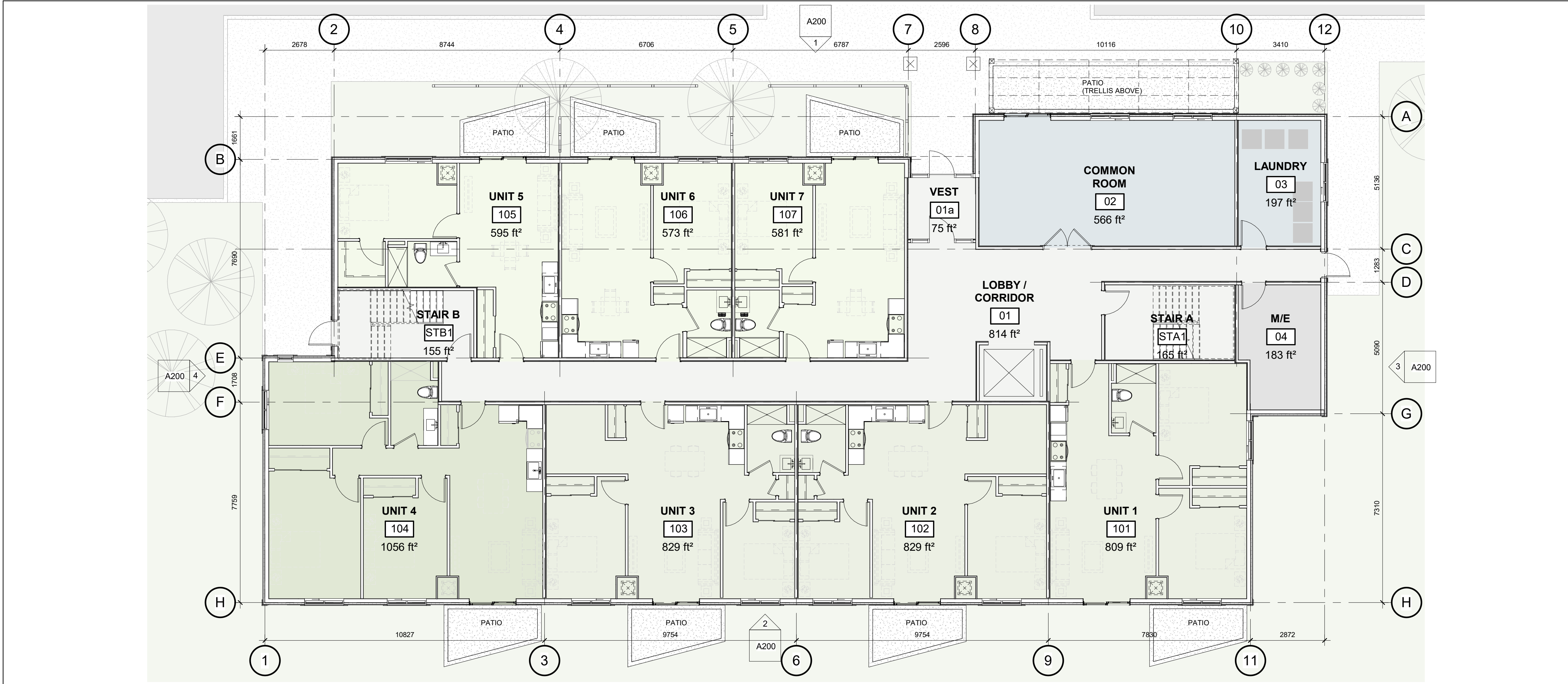
SITE PLAN

START DATE	21/04/2015
DRAWN BY	JA
CHECKED BY	KN
SCALE	As indicated
PROJECT NO.	116042
DRAWING	

A001



2 TYPICAL FLOOR PLAN (SECOND AND THIRD FLOOR)
A101 1/8" = 1'-0"



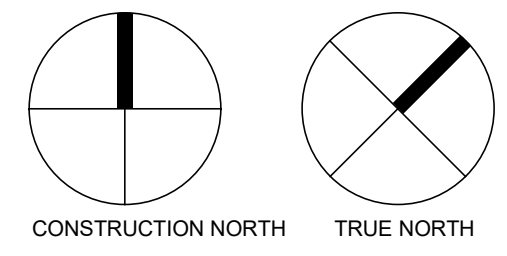
1 GROUND FLOOR PLAN
A101 1/8" = 1'-0"



Chamberlain Architect
Services Limited
4671 Palladium Way (Unit 1)
Burlington, Ontario. L7M 0W9
CANADA
Phone: 905.631.7777
www.chamberlainIPD.com

NO.	ISSUED	DATE
1		SEP 2018

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MINDEN AFFORDABLE HOUSING - PHASE II

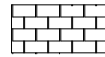

MINDEN, ONTARIO

SHEET NAME

FLOOR PLANS

START DATE	21/04/2015
DRAWN BY	JA
CHECKED BY	KN
SCALE	1/8" = 1'-0"
PROJECT NO.	116042
DRAWING	

A101

EXTERIOR MATERIAL LEGEND			
SAMPLE	DESCRIPTION	BRAND	PRODUCT / COLOUR / SIZE / CODE
	ASPHALT SHINGLES	-	-
	FIBER CEMENT LAP SIDING	JAMES HARDIE	HARDIEPLANK
	CULTURED STONE	-	-



Architects
Constructors
Managers

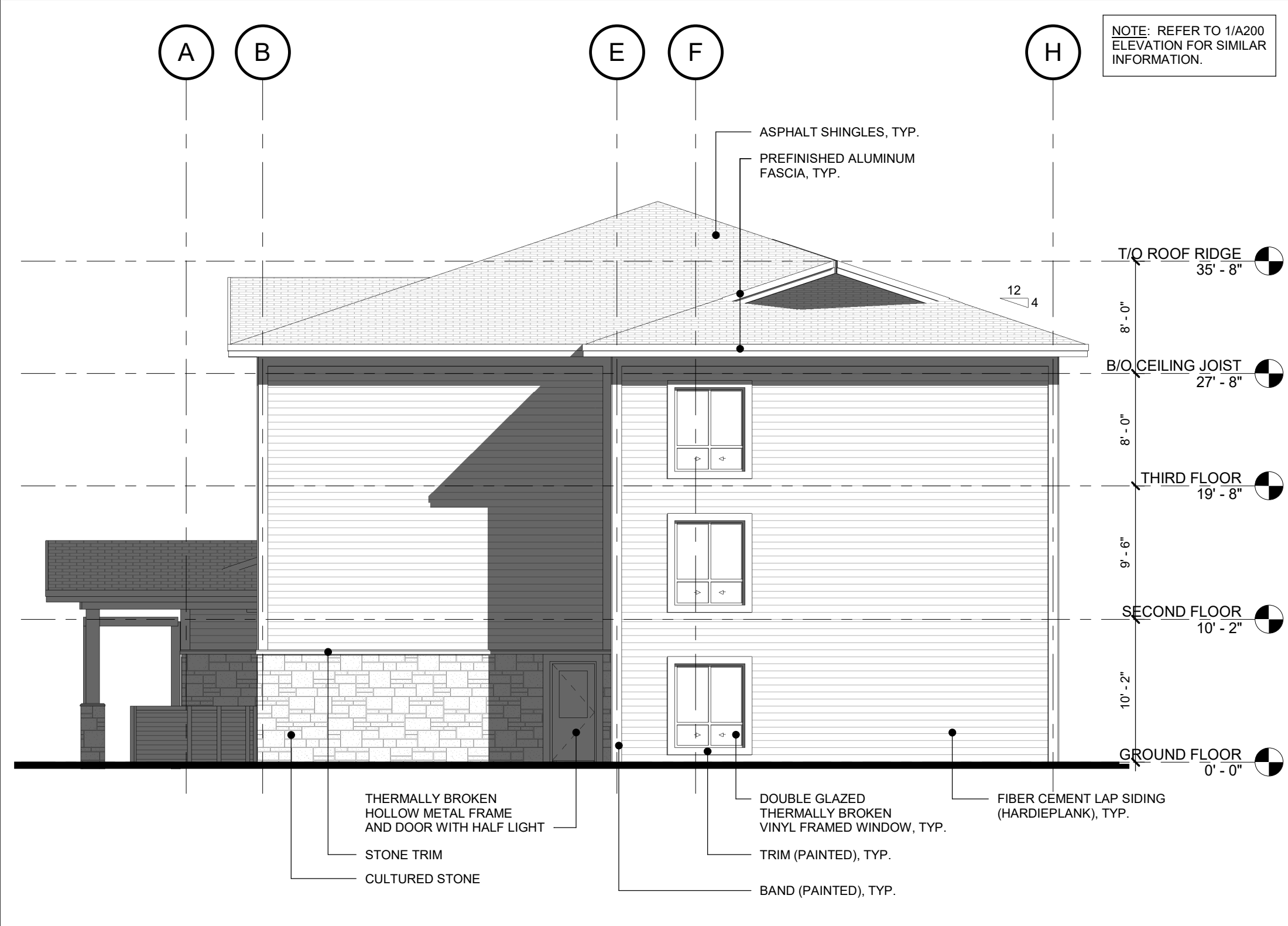
Chamberlain Architect
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CANADA

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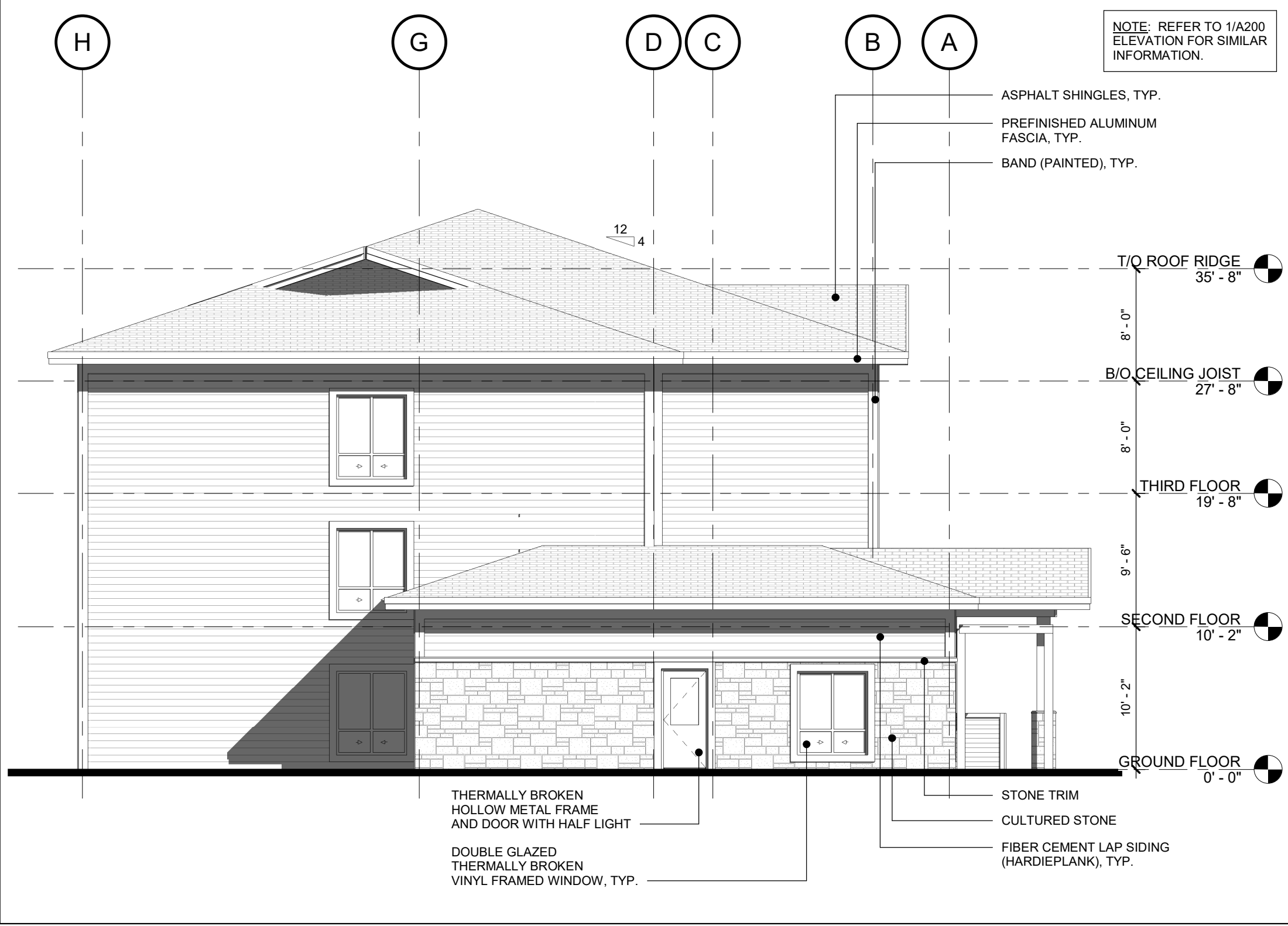
NO.	ISSUED	DATE
1	-	## SEPT 2018



4 WEST ELEVATION
A200 1/8" = 1'-0"



2 SOUTH ELEVATION
A200 1/8" = 1'-0"



3 EAST ELEVATION
A200 1/8" = 1'-0"



1 NORTH ELEVATION
A200 1/8" = 1'-0"

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MINDEN AFFORDABLE HOUSING - PHASE II

MINDEN, ONTARIO

SHEET NAME

EXTERIOR ELEVATIONS

START DATE 21/04/2015

DRAWN BY JA

CHECKED BY KN

SCALE 1/8" = 1'-0"

PROJECT NO. 116042

DRAWING

A200

The Corporation of the City of Kawartha Lakes

Committee of the Whole Report

Report Number HH2019-005

Date: February 12, 2019

Time: 1:00 p.m.

Place: Council Chambers

Ward Community Identifier: Ward 3

Title: KLH Housing – Fenelon Housing Project

Description: New 30 unit rental housing development at 106 Murray Street

Author and Title: Hope Lee, Administrator/Manager of Housing

Recommendation(s):

That Report HH2019-005, KLH Housing – Fenelon Housing Project, be received;

That subject to the necessary by-laws and agreements being forwarded to council for approval, and the successful completion of such planning and development processes as the City may require, the proposal outlined in HH2019-005 by the Kawartha Lakes Haliburton Housing Corporation (KLH Housing Corp) to develop thirty (30) new rental housing units at 106 Murray Street in Fenelon Falls, be approved;

That the completion of financing for cash flow and borrowing facilities in the City's own name, with City then lending the funds to KLH Housing Corp for the new development as outlined in Report HH2019-005, be approved;

That the in kind municipal incentives proposed in Report HH2019-005 to support the development of the thirty (30) new units, be approved;

That the City's Chief Administrative Officer be authorized to approve relief from any of the required fees and charges as in kind support, needed to implement the new development; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

There is a strong demand for purpose built rental housing in the City of Kawartha Lakes that caters to households needing a range of different sized units including one, two and three bedroom. To assist in meeting some of this demand, Kawartha Lakes-Haliburton Housing Corporation (KLH Housing Corp) is proposing the development of a 30 unit apartment building consisting of one, two and three bedroom units within a mixed income model (affordable, market and above market). These apartments would be appropriate for seniors, singles, couples and families.

KLH Housing is an experienced housing provider (with the City of Kawartha Lakes as its sole shareholder) operating just over 700 units of housing in both the City and the County. For the past several years, KLH Housing has been developing new housing in response to long waiting list for financially assisted units and the overall need for purpose built market rental housing. This theme has been evident within KLH Housing's strategic planning and also helps to meet the City to meet different housing goals and objectives they have.

The proposed development at 106 Murray Street in Fenelon Falls will create:

- 14 one-bedroom apartments with rents ranging between 80-120% of average market rent (AMR) or approximately \$700-\$1,050 at 2019 AMR;
- 14 two-bedroom apartments with rents between 80-120% AMR or approximately \$850-1,250 at 2019 AMR; and
- 2 three-bedroom apartments with rents between 80-100% AMR or approximately \$1,000-1,200 at 2019 AMR.

The development will be financially supported primarily through a KLH Housing Corp reserve contribution and a debenture. The mixed income model permits the above market rental income to help support the affordable and market rent units. An application will be made to the National Housing Strategy's Co-Investment Fund in anticipation of an approximately \$1.2 million contribution. The project has already received CMHC Seed Funding in the amount of \$60,000 to assist with environmental assessments, drawings and specifications.

The units at or below 100% AMR would be affordable under the City's Affordable Housing Framework and Municipal Housing Facility by-law. As such, they would qualify for in-kind City financial support toward construction costing including but not limited to:

- Rezoning fees
- Site Plan fees and security requirements
- Parkland levy
- Development Application Approval Processing (DAAP) fees
- Service connection fees or charges

- Building permit fees
- Development charges

Once all the in kind incentives are calculated, the City will enter into a project specific municipal housing facilities by-law and agreement with the value of these incentives registered on title. Should KLH Housing Corp not continue to meet the requirements of the agreement (for example, cease to continue providing affordable rents), KLH Housing Corp would be obligated to reimburse the City for the value of the incentives.

The financing model anticipates that the City would be the lender both for construction financing and long term financing similar to multiple other KLH Housing Corp projects completed since 2013. KLH Housing Corp would make all payments toward this financing to the City so no tax support is necessary. This approach to financing eliminates the requirements for CMHC mortgage insurance amongst other things thereby reducing the project capital cost by thousands of dollars.

Rationale:

Financially Assisted Waiting Lists

There are a total of 1,142 subsidized housing units in Kawartha Lakes and Haliburton (726 units in Lindsay, 181 units in the rest of CKL and 235 in the County). Information from the City's Housing Help Division shows that as of December 31st, 2018 there were 1,672 households waiting for one of those units (601 senior households, 373 households with dependents and 698 households without dependents). In 2018 only 98 of the 1,142 units vacated.

In Fenelon Falls specifically there are currently 115 subsidized units and 294 on the centralized waiting list awaiting one of those units. These households would automatically have the option to select these new units with their original application date.

Households Waiting for a subsidized unit in Fenelon Falls

Unit size	Number of Households
1 Bedroom Unit	284
2 Bedroom Unit	10

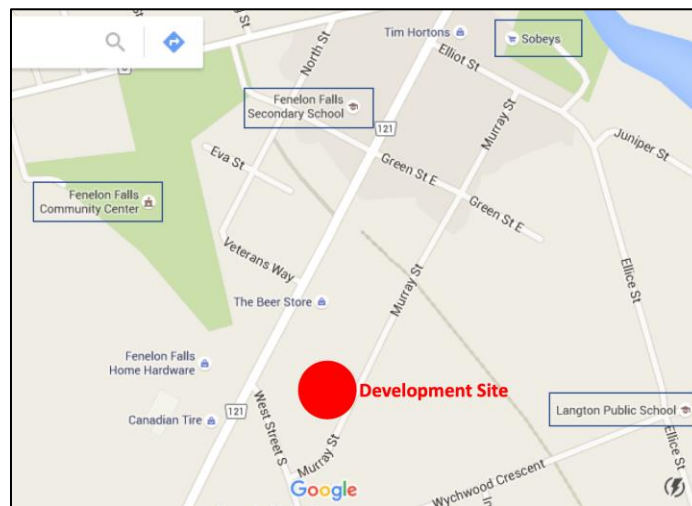
In Fenelon specifically there are currently 83 households on market waiting lists awaiting a market housing unit. While these households are on market lists for other housing units, they would be contacted, along with the broader public to apply for the new market units.

Households Waiting for a market unit in Fenelon Falls

Unit size	Number of Households
1 Bedroom Unit	23
2 Bedroom Unit	29
Either 1 or 2 Bedroom Unit	31

Site Details

The proposed development site is located at 106 Murray Street in the south west area of Fenelon Falls. KLH Housing Corp purchased the land in 2016.



Development Details

A two storey building with thirty apartment units is proposed on the land owned by KLH Housing Corp. This development will include 14 one-bedroom units ranging between 560-675 square feet, 14 two-bedroom units ranging between 761-932 square feet and 2 three-bedroom units ranging between 1,100-1,200 square feet. The current design also allows for three fully accessible/barrier free units. The ground floor of the building will have 14 units, a laundry room, common room with kitchen and garbage room. The service room and the remaining 16 units will be located on the second floor. The building will have three sets of stairwells, one at either end of the building and one in the middle. The building will be serviced by an elevator located in the centre of the building. Surface parking will be available to residents.

The development will incorporate barrier free and energy efficient design options as much as possible with the available funding. This will include looking to construction to comply with a majority of LEED standards including low energy consumption, renewable materials and energy efficient electrical and mechanical systems.

Enbridge Gas is coming to the Fenelon Falls community and it has been confirmed that 106 Murray is within the expanded coverage area. Installation schedules predict that gas services should be available for the proposed development prior to the completion of construction.

Preliminary site plan and elevation drawings are included as an appendix to this report.

Planning Considerations

The proposed development presents KLH Housing Corp with the opportunity to help create mixed income rental housing options in Fenelon Falls. In keeping with the goals and objects of the City's Official Plan (OP), this project not only supports the OP in achieving affordable housing targets but also contributes to the provision of a wide range of housing types and densities to support the achievement of the intensification target and density targets. It also assists the City in meeting goals and objectives of the Strategic Plan, the 10 Year Housing and Homelessness Plan and the Affordable Housing Framework.

A pre-consultation process has occurred. The site is zoned as R5-8 which is a site specific zone that permits a senior apartment with 1 and 2 bedrooms with an overall maximum of 30 apartment dwelling units. KLH Housing Corp's vision for this land is a development that meets the needs of a variety of tenant types and includes some larger sized units for small families. Discussions with City planning staff clarified that to proceed with the KLH Housing Corp vision, a zoning by-law amendment will have to be pursued. This project will go through the rezoning process to permit some non-senior specific and larger sized units. The project will also need to go through the site plan approvals process.

Timeline

The proposed timeline offers preliminary estimates for project development. These are high level next steps. More detailed project schedules will be created as the development proceeds.

Description	Timeline
Proposal Call for Architect	August 2018
Preliminary project meeting with City officials and project team	October 2018
Geo-tech and topographical work undertaken	November 2018
Pre Consultation Report Received	December 2018

Description	Timeline
KLH Board approves business plan	December 2018
Project presented to CKL Council for Support	February 2019
File zoning by-law amendment	February 2019
Approval of zoning by-law amendment	August 2019
Site Plan application filed	August 2019
Site Plan approved, building permit applied for	December 2019
Building Permit Issued	February 2020
Tender for Construction Contractor	February 2020
Construction start	April 2020
Construction completion	April 2021
Occupancy	May 2021

Other Alternatives Considered:

None

Financial/Operation Impacts:

Financial Considerations

Capital and operating budget estimates for the project have been prepared based on the preliminary design with a \$195/sq.ft construction cost estimate which will reflect the energy efficient approach to the building. Costs for development approvals were obtained using the City's fee schedules. Contingency budgets were based on best practices as established by previous projects, known expenses and the CMHC.

For this cost efficient, two storey, 30 unit development, the all-in capital cost will require a City debenture of approximately \$3.9 million to support the project. The following equity contributions are considered: a \$250,000 cash donation from the City (already identified and approved in the 2018 operating budget for new rental housing), just over \$1million from KLH Housing Corp reserves, land, Co-Investment funding and in kind municipal contributions.

The proposed annual net rental revenues cover the projected operating cost resulting in an approximate break-even point in year one, rising to a surplus of approximately \$3,000 in year two and then approximately \$30,000 by year five. This trend of continual increases to the annual surplus is the result of utilizing a serial debenture (higher debt expense in the beginning that gradually decreases over time with an overall savings in interest) and demonstrates the project's long term vitality. It will provide opportunity for increased affordability targets in future years.

The financial model anticipates the following municipal incentives and support, the majority of which the City has provided to KLH on multiple occasions now and of which the Affordable Housing Framework supports

- \$250,000 through the Affordable Housing Framework's 2018 New Rental Housing Program
- Rezoning application fees
- Site Plan application fees and relief from any security
- Building Permit Fees (included as an exemption in the Building bylaw)
- Relief from Parkland Levy, servicing connection fees, DAAP fees, etc. related to the new developments
- Debenture secured by the City, repaid by project revenue
- Cash flow throughout development and construction, as needed

Benefits to the City

The most visible benefit to the City would be the addition of 30 new affordable and market rental apartments, supporting the housing objective of the City's strategic plan. Given the trends of increasing rental costs, low vacancy rates, long waiting lists for affordable housing and the current non-existence of affordable family housing in Fenelon, this new development provides an excellent opportunity for the community to increase the supply of rental apartments. Further, this development meets provincial planning objectives. Financially the City will benefit from increased revenue through property tax.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The recommendations of this report directly support the Actions under Goal 2: An Exceptional Quality of Life in the City of Kawartha Lakes Strategic Plan 2016-2019, specifically 2.2.2 Enhance access to community and human/health services and 2.2.3 Increase the supply of affordable housing.

Review of Accessibility Implications of Any Development or Policy:

The project will incorporate overall accessible design with a number of units having a barrier free design.

Servicing Implications:

The pre consultation process has not identified any servicing implications to date. Further studies and reports will be required as the project moves through the various development stages

Consultations:

TWC Consulting Inc
Ron Awde Architects

Attachments:

Appendix A – Proposed Site



106 Murray St - Site
Plan.pdf

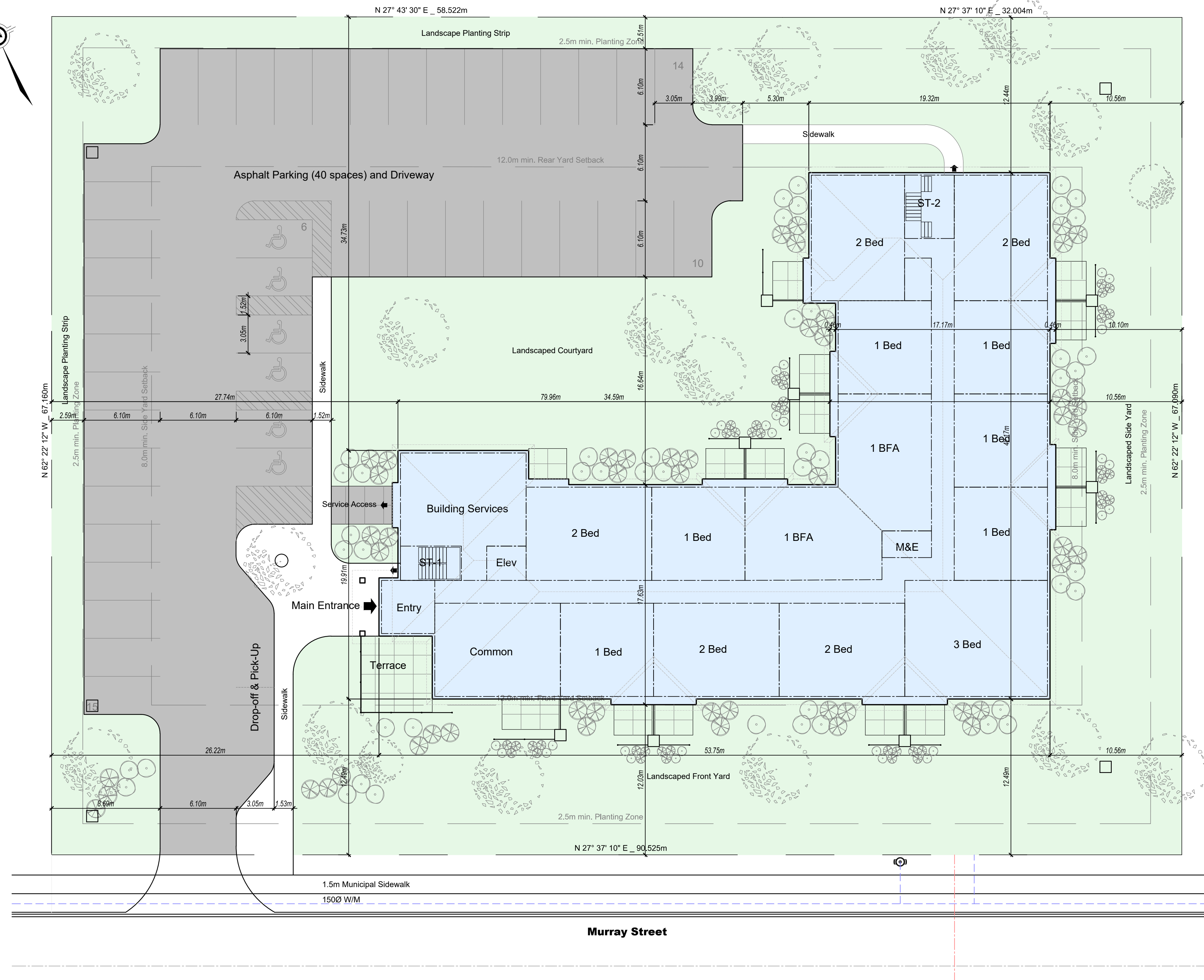
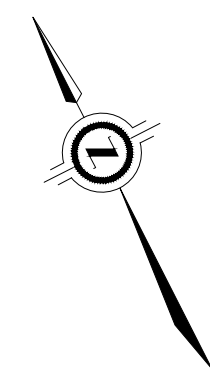
Appendix B – Proposed Elevation



106 Murray St -
Elevations Exterior.tif

Department Head E-Mail: rsutherland@kawarthalakes.ca

Department Head: Rod Sutherland



Site Plan
scale: 1/16" = 1'-0"

Site Data

			Requirement / Permitted
Site Area	6,080 sq.m		6,070 sq.m min.
Lot Frontage	90.525 m		90m min.
Setbacks			
- Front Yard	12 m		12m
- Interior Side Yard	8 m		8m
- Rear Yard	12 m		12m
Building Lot Coverage	1,500 sq.m	25%	40% max.
Gross Building Areas	2,780 sq.m		
Number of Units	30 Units		30 Units Max.
Building Height	7.75 m		10.5m max.
Parking & Driveways	1,548 sq.m	26%	
Parking Spaces	45 spaces		45 min.
Landscaped Area	2,980 sq.m	49%	30% min.
Planting Strip	2.5 m		2.5m min.

Building Information

		Units	Requirement
One Bedroom	56 sq.m ea.	16	56* sq.m
Two Bedroom	72 sq.m ea.	12	70 sq.m
Three Bedroom	99 sq.m ea.	2	84 sq.m
Total Units		30	

* R5-8 seniors zoning permits a reduced one bedroom apartment size of 48.5 sq.m, the standard general requirement of R5 zone of 56 sq.m minimum is being used and proposed for the one bedroom units to meet the requirements for the general R5 zoning.

KLH Housing Corporation Proposed 30 Unit Residential Building

106 Murray Street, Fenelon Falls

December 5, 2018

**RONALD
AWDE**
ARCHITECT
1458 • KING • STREET
BETHANY • ONTARIO
705 • 277 • 9490



North Rear Elevation

scale: 1/8" = 1'-0"



South Street Elevation

scale: 1/8" = 1'-0"



East Side Elevation

scale: 1/8" = 1'-0"



West Side Elevation

scale: 1/8" = 1'-0"

**KLH Housing Corporation
Proposed 30 Unit Residential Building**

106 Murray Street, Fenelon Falls

December 5, 2018

**RONALD
AWDE**
ARCHITECT
1458 • KING • STREET
BETHANY • ONTARIO
705 • 277 • 9490

January 21, 2019

Mayor and Council
c/o Office of the City Clerk
26 Francis Street
P.O. Box 9000

Re: License Agreement – Dock 06/065 – Dock in front of 25 Hazel Street.

We respectfully request a reassessment of the inclusion of a “covered slip” being defined as a “Boathouse” in the agreements and attracting an additional \$150.00 fee per year. In our view a covered slip being classified and defined and having the same liability as a boathouse needs to be re-evaluated as this is like comparing apples to oranges. They are different and any reasonable person does not openly state a covered slip is a boat house. We are requesting the evaluation be reconsidered and defined appropriately and the fee removed or at least reduced.

- A boathouse can contain gas cans and store a multitude of other items which simply cannot be accommodated in a covered slip. There is no plumbing in the covered slip.
- Speaking with the Law Clerk and Lawyer Robyn Carlson, has stated that there are more risks associated with a covered slip. We fail to see how this is reasonable for several reasons. (1) The slip is permanently secured to the concrete and air can freely flow through the covered slip. (2) It was mentioned in the conversation that the Marina had an event and caused damage. We do not feel our covered slip has nearly the same size and there were many reasons for the Marina roof being dislodged. Finally, we have our own insurance on the dock etc., and we fail to see the reasoning for an additional \$150.00 fee each year. This appears to be a bit egregious and feels simply like a cash by the City of Kawartha Lakes.

Regards,

Kirk Coe




January 29, 2019

City of Kawartha Lakes
26 Francis Street, P.O. Box 9000,
Lindsay, ON K9V 4R5

Attention: Council Members:

**RE: 117 Hillhead Road - Part of E 1/2 Lot 2, Concession 7
Geographic Township of Ops, City of Kawartha Lakes**

On behalf of the Board of Directors for the Mount Horeb United Church Cemetery Board, I would like to obtain Council's approval to waive the application fee for the zoning by-law amendment for report Number PLAN2019-004.

As part of my explanation to have the application waived, I supply the following information.

The additional lands which forms part of the zoning by-law amendment process were added by a consent for boundary adjustment (File B-232/87), which was perfected on October 18, 1988. There was no rezoning of the lands required to perfect the consent. The lands were zoned "Agricultural (A) Zone" in the Township of Ops Zoning By-law 78-14, as amended. The cemetery was not listed as a permitted use in the "A" zone.

In 1993, the Township of Ops passed Zoning By-law 93-30, which repealed By-law 78-14. The zoning was changed to "Open Space Exception Two (OS-2) Zone", which permitted a place of worship and a cemetery use. Several properties in Ops Township were provided this zone, to recognize existing cemeteries/places of worship in the rural areas. The current "Agricultural (A) Zone" does not permit cemeteries.

On Schedule "A" of By-law 93-30, the "OS-2" zone was only applied to the original lot boundary (Part 2 on Plan 57R-5147, as deposited on October 14, 1988). See attached excerpt;

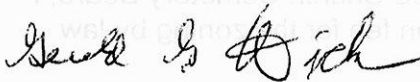
- The remainder of the property (Part 1 on Plan 57R-5147, and presumably Part 3 on same) are currently in the "A" zone.
- The Township of Ops had utilized the services of a consultant to prepare By-law 93-30 for Council's approval in 1993;
- The consent was handled by the County of Victoria.

It is staffs belief that as the County handled the consent and the consultant was working on behalf of the Township, the Township's mapping may not have shown the revised boundary. We believe there was a good chance the consultant was not aware of the boundary adjustment when they provided the "OS-2" zone on what appears to be the original property boundary, and no one appealed the By-law on that basis when it was approved.

As a result of our research noted above, the City was prepared to accept an application to amend the zoning for the remainder of the property to the "OS-2" zone. Due to the history of the zoning and issues noted above, Chris Marshall, Director of Development Services has advised that staff in the Planning Division would be supportive of a request from the applicant that the application fee for the amendment be waived. However, in order to deem an application complete, we would require the fee be submitted, and as part of a report to Council, staff would support including a recommendation to waive the fee.

I therefore respectfully ask the council members to waive the zoning by-law amendment fee based on the following information.

Best Regards,



Gerald Hickson
Vice President-Mount Horeb Cemetery Board

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]



Development Services – Planning Division
180 Kent Street West
Lindsay ON K9V 2Y6
Tel: (705) 324-9411 Ext. 1239
Fax: (705) 324-4027
e-mail: cmarshall@kawarthalakes.ca
website: www.kawarthalakes.ca

To: Mayor and Members of Council

From: Chris Marshall, Director
Development Services Department
February 7, 2019

Date:

Subject: MOUNT HOREB UNITED CHURCH – REZONING APPLICATION FEES

On January 16, 2019 Report PLAN2019-004 Zoning By-law Amendment for the Mount Horeb United Church went forward to the Planning Advisory Committee and the following resolution was adopted:

That Report PLAN2019-004, respecting **Part East Half of Lot 2, Concession 7, being Parts 1 to 3, Plan 57R-5147, geographic Township of Ops, and identified as 117 Hillhead Road – Application D06-2018-029**, be received; and

That a Zoning By-law Amendment respecting application D06-2018-029 be prepared by staff and approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

At the February 5, 2019 Council meeting the Planning Advisory Committee Meeting recommendation was adopted.

Correspondence has been received from Gerald Hickson on behalf of the Mount Horeb United Church requesting relief from rezoning application fees and is included in the February 12th Committee of the Whole Agenda for Council's consideration. Staff are supportive of this request to refund the application fees as this rezoning application was necessitated by a previous zoning omission by the municipality as part of the 1993 comprehensive update of the Township of Ops Zoning Bylaw 93-30.

RECOMMENDATION:

That the letter dated January 29, 2019 from Gerald Hickson on behalf of the Mount Horeb United Church requesting relief from rezoning application fees be received; and

That Council approve the request from the Mount Horeb United Church to refund the rezoning application fees and that Staff be directed to refund these fees to the applicant.

Respectfully,

Chris Marshall, Director