

# **The Corporation of the City of Kawartha Lakes**

## **Agenda**

### **Regular Council Meeting**

**CC2019-14**

**Tuesday, May 21, 2019**

**Closed Session Commencing at 1:00 p.m. Open Session Commencing at 2:00 p.m.**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

#### **Members:**

**Mayor Andy Letham**

**Deputy Mayor Doug Elmslie**

**Councillor Ron Ashmore**

**Councillor Pat Dunn**

**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.

1. **Call to Order**
2. **Adoption of Closed Session Agenda**
3. **Disclosure of Pecuniary Interest in Closed Session Items**
4. **Closed Session**
  - 4.1 CC2019-14.4.1  
**Closed Session Minutes, Regular Council Meeting of April 23, 2019  
Municipal Act, 2001 s.239(2)(b)**
  - 4.2 CLK2019-005  
**Fence-Viewer Appointments  
Personal Matters About Identifiable Individuals  
Municipal Act, 2001 s.239(2)(b)  
Joel Watts, Deputy Clerk**
  - 4.3 CLK2019-006  
**2019 Accessibility Recognition Awards  
Personal Matters About Identifiable Individuals  
Municipal Act, 2001 s.239(2)(b)  
Barbara Condie, Accessibility Officer, on behalf of the Kawartha Lakes  
Accessibility Advisory Committee (AAC)**
  - 4.4 CS2019-007  
**Public Appointees to Bobcaygeon Legacy C.H.E.S.T. Fund Grant  
Committee  
Personal Matters About Identifiable Individuals  
Municipal Act, 2001 s.239(2)(b)  
LeAnn Donnelly, Executive Assistant, Community Services**
  - 4.5 PLAN2019-027  
**2018 Environmental Hero Award  
Personal Matters About Identifiable Individuals  
Municipal Act, 2001 s.239(2)(b)  
Richard Holy, Manager of Planning, on behalf of the Kawartha  
Lakes Environmental Advisory Committee**

|            |   |         |
|------------|---|---------|
| 4.6        | PLAN2019-028  |         |
|            | <b>Member Appointments to the City of Kawartha Lakes Rural Zoning By-law Task Force</b>         |         |
|            | <b>Personal Matters About Identifiable Individuals</b>  |         |
|            | <b>Municipal Act, 2001 s.239(2)(b)</b>  |         |
|            | Richard Holy, Manager of Planning   |         |
|            | Janet Wong, Planner II  |         |
| <b>5.</b>  | <b>Opening Ceremonies</b>   |         |
| 5.1        | Call Open Session to Order  |         |
| 5.2        | O Canada  |         |
| 5.3        | Moment of Silent Reflection   |         |
| 5.4        | Adoption of Open Session Agenda   |         |
| <b>6.</b>  | <b>Disclosure of Pecuniary Interest</b>   |         |
| <b>7.</b>  | <b>Notices and Information by Members of Council and Staff</b>                                  |         |
| 7.1        | Council   |         |
| 7.2        | Staff   |         |
| <b>8.</b>  | <b>Matters from Closed Session</b>  |         |
| <b>9.</b>  | <b>Council Minutes</b>  |         |
| 9.1        | CC2019-14.9.1   | 18 - 48 |
|            | <b>Regular Council Meeting Minutes - April 23, 2019</b>   |         |
|            | <b>That</b> the Minutes of the April 23, 2019 Regular Council Meeting, be received and adopted. |         |
| <b>10.</b> | <b>Deputations</b>  |         |
| 10.1       | CC2019-14.10.1  | 49 - 50 |
|            | <b>Lindsay Agricultural Society Lindsay Exhibition (LEX) Grounds</b>                            |         |
|            | Harry Stoddart  |         |
|            | Len Dawson  |         |

|        |  |         |
|--------|--|---------|
| 10.2   | CC2019-14.10.2   | 51 - 61 |
|        | <p><b>Ontario Waterpower Champions Charter and Waterpower Day</b><br/> Stephanie Landers, Manager, Community Relations and Public<br/> Outreach, Ontario Waterpower Association</p>  |         |
| 11.    | <b>Presentations</b>   |         |
| 12.    | <b>Committee of the Whole</b>  |         |
| 12.1   | Correspondence Regarding Committee of the Whole Recommendations  |         |
| 12.1.1 | CC2019-14.12.1.1   | 62 - 89 |
|        | <p><b>Encouraging Entrepreneurial Agri-Tourism Across City Divisions -<br/> Supporting Documents Relating to May 7, 2019 Deputation to Council</b><br/> (Committee of the Whole Recommendation CW2019-107, Item 12.3.1<br/> on the Agenda)<br/> Dromoland Orchard and Stables<br/> Michael Bryant</p> <p><b>That</b> the supporting documents relating to the May 7, 2019 deputation to<br/> Council by Michael Bryant of Dromoland Orchard and Stables,<br/> regarding <b>Encouraging Entrepreneurial Agri-Tourism Across City<br/> Divisions</b>, be received.</p> |         |
| 12.2   | Committee of the Whole Minutes - May 7, 2019   | 90 - 99 |
|        | <p><b>That</b> the Minutes of the May 7, 2019 Committee of the Whole<br/> Meeting be received and the recommendations, included in Section<br/> 12.3 of the Agenda, be adopted.</p>  |         |
| 12.3   | Business Arising from Committee of the Whole Minutes of May 7, 2019  |         |
| 12.3.1 | CW2019-107   |         |
|        | <p><b>That</b> the deputation of Michael Bryant and Pauline Kiely, of Dromoland<br/> Orchard and Stables, regarding encouraging entrepreneurial agri-<br/> tourism across city divisions, be received.</p>   |         |
| 12.3.2 | CW2019-108   |         |
|        | <p><b>That</b> the deputation of Jeremy Lamperd, regarding opposition to events<br/> at Dromoland Orchard and Stables, be received.</p>  |         |

12.3.3 CW2019-109

**That** the presentation by Dan Marinigh, CAO/Secretary-Treasurer for Otonabee Region Conservation Authority, regarding the Otonabee Region Conservation Authority Update, be received.

12.3.4 CW2019-110

**That** the presentation by Ron Taylor, CAO, Brenda Stonehouse, Strategy and Performance Specialist, and Denise Williams, Strategy and Performance Specialist, regarding the Office of Strategy Management Program Update, be received.

12.3.5 CW2019-111

**That** Report CORP2019-011, **2018 Q4 Capital Close**, be received;

**That** the capital projects identified in Attachment A to Report CORP2018-011 be approved to be closed due to completion;

**That** the balances in the table below as per Attachment A be transferred to or from the corresponding reserves;

|  |              |
|--|--------------|
| Capital Projects Reserve               | \$257,398.86 |
| Victoria Manor Capital Project Reserve | \$9,759.10   |
| Public Works Fleet Reserve             | \$4,951.00   |
| Sewer Infrastructure Reserve           | \$287,027.51 |

**That** project 928170201 – Transit Scheduling System be reopened and an additional \$12,486.89 from Gas Tax Reserve be allocated to 928170201 – Transit Scheduling System to fund the project deficit and bring the balance to zero; expenses that were incorrectly allocated to operating;

**That** project 953100101 – Bobcaygeon Library Expansion be reopened to allow a refund in the amount of \$15,002.31 from the cancelled project to be returned to Capital Reserves;

**That** project 953180102 – City Hall HVAC be reclassified as a multi-year project with a closing date of December 31, 2021;

**That** project 953190102 – City Hall HVAC be closed and the remaining budget of \$619,268.02 and expenses of \$731.98 be transferred to 953180102 – City Hall HVAC;

**That** project 953190104 – City Hall Lighting Systems be closed and the remaining budget of \$99,268.02 and expenses of \$731.98 be

transferred to 953180102 – City Hall HVAC;

**That** project 953190103 – City Hall Council Chambers and Victoria Room be closed and the budget of \$38,000.00 be transferred to 953180109 – City Hall Council Chambers and Victoria Room;

**That** the following projects be granted an extension to June 30, 2019:

- 928170401 – Upgrade/Replace Client Hardware
- 932170201 – Bethany Fire Station Replacement
- 932170901 – Bunker Gear
- 953170200 – Building Services
- 983150600 – Urban/Rural Reconstruction Project
- 998151201 – Lindsay WPCP Upgrades
- 998152200 – Glenelg St E – Watermain Design & Replacement

**That** the following projects be granted an extension to December 31, 2019:

- 928171901 – Purchase Parks & Recreation Software
- 932172201 – Coboconk Fire Hall Upgrades
- 983160600 – Urban/Rural Reconstruction Project
- 983170100 – Bridge Program
- 983170300 – Urban/Rural Reconstruction Project
- 983170800 – Road Restoration for WWW Projects
- 983171101 – Traffic Signals
- 983180100 – Bridge Program
- 983180300 – Urban/Rural Reconstruction Program
- 998160201 – Water Operations Monitor System
- 998160501 – Pinewood Production Well
- 998160800 – Fenelon falls Watermain Upgrades
- 998161100 – Peel/York Street Watermain Design
- 998161501 – Wastewater Operation Monitoring Systems
- 998170100 – Watermain Replacement Program
- 998170300 – Water Distribution & WW Collection Program

- 998170601 – Fenelon Falls Water Treatment Plant Upgrades
- 997130801 – Eldon Landfill Siteworks
- 997141000 – Landfills, Cell Construction

**That** the following projects be granted an extension to December 31, 2020:

- 932130701 – Paramedics Central Training Facility
- 998151701 – Colborne St SPS Upgrades
- 998161701 – Lindsay WPCP Upgrades
- 998170500 – Wastewater Treatment Program
- 987180100 – Airport Siteworks

**That** \$1,700.00 of surpluses left in C0198 and C0161 from unpayable holdbacks be transferred to the Capital Reserves; and

**That** \$14,253.60 of surplus left in WW1424 from holdbacks being held for deficiencies be transferred to the Water Infrastructure Reserve.

12.3.6 CW2019-112

**That** Report ED2019-014, **Agricultural Development Advisory Committee 2019 Work Plan**, be received; and

**That** the 2019 Agricultural Development Advisory Committee Work Plan, as outlined in Appendix B to Report ED2019-014, be approved.

12.3.7 CW2019-113

**That** Report PLAN2019-029, **Metrolinx Telecommunication Facility Agreement – D44-17-001**, be received for information; and

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

**That** Report ENG2019-010, **Consolidated Stop Control Review on Various Roads**, be received;

**That** an all-way stop with flashing beacons be installed at the intersection of Sturgeon Road and Peace Road;

**That** an all-way stop be installed at the intersection of Francis Street East and Concession Road;

**That** an all-way stop be installed at the intersection of Stinson's Bay Road and Graham Drive;

**That** an all-way stop be installed at the intersection of Quaker Road and Taylor's Road;

**That** an all-way stop be installed at the intersection of Quaker Road and Eden Road;

**That** an all-way stop be installed at the intersection of Summer Drive and Ball Point Road;

**That** a stop control be installed on the west approach of Champlain Boulevard at Springdale Drive;

**That** a stop control be installed on Strawberry Street at Naylor Road;

**That** a stop control be installed on Lyles Line at Devitt's Road;

**That** the necessary By-laws for the above recommendations be forwarded to council for adoption; and

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

- 12.3.9 CW2019-115
- That** the May 7, 2019 memorandum from Councillor Seymour-Fagan regarding a **Styrofoam Ban**, be received;
- That** staff review the feasibility of banning Styrofoam and Single Use Plastics from the City of Kawartha Lakes, in consultation with the Waste Management Advisory Committee and local Chambers of Commerce; and
- That** staff provide a report to Council by the end of Q4 2019 with a summary of the feasibility review for banning the use of Styrofoam and Single Use Plastics and/or the effective management of Styrofoam and Single Use Plastics as waste products.
- 12.3.10 CW2019-116
- That** the May 2, 2019 correspondence from Amy Terrill, Executive Director, Boys and Girls Clubs of Kawartha Lakes, regarding the Boys and Girls Clubs of Kawartha Lakes Water Park Construction, be received.
- 12.4 Items Extracted from Committee of the Whole Minutes of May 7, 2019
- 12.5 Committee of the Whole Minutes - May 9, 2019 100 - 105
- That** the Minutes of the May 9, 2019 Committee of the Whole Meeting be received and the recommendations, included in Section 12.6 of the Agenda, be adopted.
- 12.6 Business Arising from Committee of the Whole Minutes of May 9, 2019
- 12.6.1 CW2019-119
- That** the presentation by Craig Shanks, regarding the Arena Capital Plan, be received.
- 12.6.2 CW2019-120
- That** the presentation by Councillor Richardson, regarding the Manvers Arena User Group Update, be received.
- 12.6.3 CW2019-121
- That** the deputation of George Davidson, regarding Report PRC2019-005, be received.

12.6.4 CW2019-122

**That** the deputation of Art Field, regarding Report PRC2019-005, be received.

12.6.5 CW2019-123

**That** the deputation of Ian Nicolson, regarding Report PRC2019-005, be received.

12.6.6 CW2019-124

**That** Report PRC2019-005, **Arena Capital Plan Update**, be received;

**That** Council direct staff to plan and budget accordingly for the continued operations of the Oakwood, Little Britain and Emily-Omeme arena facilities for the current 10-Year Financial Plan;

**That** Council direct staff to plan for a new single pad arena build in the Village of Omeme and budget accordingly for inclusion in the next 10 year financial planning cycle (2028-2037); and

**That** Council direct staff to plan for a new arena complex in the South West Area for inclusion in the next 10 year financial planning cycle (2028-2037).

12.7 Items Extracted from Committee of the Whole Minutes of May 9, 2019

### 13. **Planning Advisory Committee**

13.1 Correspondence Regarding Planning Advisory Committee Recommendations

13.2 Planning Advisory Committee Minutes

106 - 113

#### **Planning Advisory Committee Meeting Minutes - May 1, 2019**

**That** the Minutes of the May 1, 2019 Planning Advisory Committee Meeting be received and the recommendations, included in Section 13.3 of the Agenda, be adopted.

13.3 Business Arising from Planning Advisory Committee Minutes

13.3.1 PAC2019-030

**That Report PLAN2019-024, respecting Lots 1-6 North of Kent Street, West of St. David Street, Plan 15P, former Town of Lindsay, City of Kawartha Lakes, identified as 3 St. David Street and 4 Riverview Road – Planning File D06-2019-001, be received; and**

**That Zoning By-law Amendment application D06-2019-001 be referred back to staff to address issues raised through the public consultation process and for further review and processing until such time as all comments have been received from all circulated Agencies and City Departments and that any comments and concerns have been addressed.**

13.3.2 PAC2019-031

**That Report PLAN2019-025, respecting 22 Bayview Lane and Part of 1266 North Bay Drive, Geographic Township of Bexley; Application No. D06-2019-008, be received; and**

**That Zoning By-law Amendment respecting application D06-2019-008, be referred back to staff for further review and processing until such time that all comments have been received from all circulated City Department and Agencies, including comments for the related consent applications and any potential concerns or issues have been addressed.**

13.4 Items Extracted from Planning Advisory Committee Minutes

#### 14. Consent Matters

**That all of the proposed resolutions shown in Section 14.1 and 14.2 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered.**

14.1 Reports

14.1.1 CS2019-009

114 - 117

**Release of Fenelon Falls Legacy C.H.E.S.T. Funds to Kawartha Heritage**

LeAnn Donnelly, Executive Assistant, Community Services

**That Report CS2019-009, Release of Fenelon Falls Legacy C.H.E.S.T. Funds to Kawartha Heritage**, be received; and

**That Kawartha Heritage** be approved for funding in the amount of \$2,000.00 with the allocation to come from the Fenelon Falls Legacy C.H.E.S.T. Reserve (3.24350).

14.1.2

PUR2019-017

118 - 120

**Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-current or Used Grader**

Marielle van Engelen, Buyer

Todd Bryant, Manager of Fleet and Transit Services

**That Report PUR 2019-017, Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader**, be received;

**That Nortrax Canada Inc.'s Proposal A** with optional equipment, being the highest scoring submission, be selected for the award of Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader;

**That project 994190302 – Graders (1)** be increased by \$13,025, being funded from the Public Works Fleet Reserve; and

**That** subject to receipt of the required documents, that the Financial Services division be authorized to issue a purchase order.

14.1.3

PUR2019-018

121 - 123

**Request for Proposal 2019-49-CP Supply and Delivery of a Brushing Attachment**

Launa Macey, Supervisor of Financial Services

Todd Bryant, Manager of Fleet and Transit Services

**That Report PUR 2019-018, Request for Proposal 2019-49-CP Supply and Delivery of a Brushing Attachment**, be received;

**That Colvoy Enterprises 2012 Ltd. of Brantford** being the highest scoring proponent, be selected for the award of Request for Proposal 2019-49-CP Supply and Delivery of a Brushing Attachment; and

**That** subject to receipt of the required documents, that the Financial Services division be authorized to issue a purchase order.

|        |   |           |
|--------|---|-----------|
| 14.1.4 | <p>PLAN2019-030</p> <p><b>A By-law to Deem Block A, Registered Plan 70, 31 Main Street, former Village of Bobcaygeon (Rasmussen) – Planning File D30-2019-003</b><br/>David Harding, Planner II</p> <p><b>That</b> Report PLAN2019-030, respecting Block A, Registered Plan 70, former Village of Bobcaygeon, <b>Rasmussen – Application D30-2019-003</b>, be received;</p> <p><b>That</b> a Deeming By-law respecting Block A, Registered Plan 70, substantially in the form attached as Appendix C to Report PLAN2019-030, be approved and adopted by Council; and</p> <p><b>That</b> the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.</p> | 124 - 130 |
| 14.1.5 | <p>PLAN2019-031</p> <p><b>Request to Exempt 3 Duke Street, Bobcaygeon from Site Plan Control, Bobcaygeon Nursery School and Day Care Corporation (Ronald Awde)</b><br/>Richard Holy, Manager of Planning</p> <p><b>That</b> Report PLAN2019-031, <b>Bobcaygeon Nursery School and Day Care Corporation – Request for Site Plan Control Exemption</b>, be received; and</p> <p><b>That</b> the building addition proposed for 3 Duke Street, Bobcaygeon, as generally shown on Appendix B attached to Report PLAN2019-031, be exempted from Site Plan Control.</p>   | 131 - 136 |
| 14.1.6 | <p>TR2019-001</p> <p><b>Transit Advisory Committee 2018 Annual Report and 2019 Work Plan</b><br/>Todd Bryant, Manager Fleet and Transit Services<br/>Councillor O'Reilly, Council Representative<br/>Councillor Richardson, Council Representative</p> <p><b>That</b> Report TR2019-001, <b>Transit Advisory Committee Annual Report</b>, be received; and</p> <p><b>That</b> the 2019 work plan for the Transit Advisory Committee be approved.</p>  | 137 - 146 |
| 14.1.7 | <p>TR2019-002</p> <p><b>Lindsay Transit Ridership Programs</b><br/>Todd Bryant Manager Fleet and Transit</p>  | 147 - 170 |

**That** Report TR2019-002, **Lindsay Transit Ridership Programs**, be received;

**That** current programs stay in place until end of the first quarter of 2023; and

**That** these programs be reviewed by the new Council in the first quarter of 2023.

14.2 Correspondence

14.2.1 CC2019-14.14.2.1 171 - 171

**Request for Noise By-law Exemption**

Lee Anne Adam

**That** the April 17, 2019 e-mail correspondence from Lee Anne Adam regarding a **Request for Noise By-law Exemption**, be received; and

**That** the exemption of the City's Noise By-law 2005-025, as amended, for the wedding event being held at 31 Robinglade Avenue, Seagrave, from 4:00 p.m. on June 22, 2019 to 1:00 a.m. on June 23, 2019, be approved.

14.2.2 CC2019-14.14.2.2 172 - 172

**Request for Noise By-law Exemption**

Judi Clayton

**That** the April 29, 2019 e-mail correspondence from Judi Clayton of Wheelhouse Event Co. regarding a **Request for Noise By-law Exemption**, be received; and

**That** the exemption of the City's Noise By-law 2005-025, as amended, for the wedding event being held at 2318 Hillview Drive, Bethany, from 4:00 p.m. on August 24, 2019 to 1:00 a.m. on August 25, 2019, be approved.

14.2.3 CC2019-14.14.2.3 173 - 173

**Request for Noise By-law Exemption**

Rachel Thorn

**That** the April 30, 2019 e-mail correspondence from Rachel Thorn regarding a **Request for Noise By-law Exemption**, be received; and

**That** the exemption of the City's Noise By-law 2005-025, as amended, for the Beer Garden and BBQ event being held at the Woodville Curling Club, 112 Argyle Street, Woodville, from 5:00 p.m. on July 5th to to 1:00 a.m. on July 6th and from 11:00 a.m. to 8:00 p.m. on July 6, 2019, be approved.

14.2.4 CC2019-14.14.2.4 174 - 174

**Request for Noise By-law Exemption**

Deborah Flak

**That** the May 10, 2019 e-mail correspondence from Deborah Flak regarding a **Request for Noise By-law Exemption**, be received; and

**That** the exemption of the City's Noise By-law 2005-025, as amended, for the wedding event being held at 184 Ski Hill Road, Bethany, from 4:00 p.m. on August 3, 2019 to 12:30 a.m. on August 4, 2019, be approved.

14.3 Items Extracted from Consent

**15. Petitions**

15.1 CC2019-14.15.1 175 - 179

**Request for the Resurfacing of Kennedy Bay Road**

Donna L. Baker and James Moffat

**That** the petition received from Donna L. Baker and James Moffat regarding the resurfacing of Kennedy Bay Road, be received.

**16. Other or New Business**

**17. By-Laws**

**That** the By-Laws shown in Section 15.1 of the Agenda, namely: Items 17.1.1 to and including 17.1.8 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

17.1 By-Laws by Consent

17.1.1 CC2019-14.17.1.1 180 - 197

**A By-law to Establish Tax Rates in the City of Kawartha Lakes**

|        |   |           |
|--------|---|-----------|
| 17.1.2 | CC2019-14.17.1.2  | 198 - 199 |
|        | <b>A By-law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes (M. Robertson)</b>   |           |
| 17.1.3 | CC2019-14.17.1.3  | 200 - 201 |
|        | <b>A By-law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes (D.E. Surowiec)</b>  |           |
| 17.1.4 | CC2019-14.17.1.4  | 202 - 203 |
|        | <b>A By-law to Amend By-law 2008-162, being A By-law to Provide for Powers of Entry on Land within the Municipality to Conduct Inspections</b>  |           |
| 17.1.5 | CC20149-14.17.1.5   | 204 - 207 |
|        | <b>A By-law to Establish Parcels of Land in the City of Kawartha Lakes as Public Highway</b>  |           |
| 17.1.6 | CC2019-14.17.1.6  | 208 - 210 |
|        | <b>A By-law to Provide for the Erection of Stop Signs in the City of Kawartha Lakes (Various Intersections)</b>   |           |
| 17.1.7 | CC2019-14.17.1.7  | 211 - 211 |
|        | <b>A By-law to Amend By-law 2007-107, being a By-law to Regulate and Govern Trail Uses Along the Victoria Rail Trail Corridor in the City of Kawartha Lakes.</b>  |           |
| 17.1.8 | CC2019-14.17.1.8  | 212 - 213 |
|        | <b>A By-law to Deem Part of a Plan of Subdivision, Previously Registered For Lands Within Kawartha Lakes, Not to be a Registered Plan of Subdivision in Accordance with The Planning Act PIN 63129-0064 (LT), Described as Block A and Part Block B S/S Front Street, Registered Plan 70, Former Village of Bobcaygeon, now City of Kawartha Lakes (31 Main Street)</b> |           |
| 17.2   | By-Laws Extracted from Consent  |           |
| 17.2.1 | CC2019-14.17.2.1  | 214 - 222 |
|        | <b>By-law to Appoint Fence-Viewers and Adopt a Code of Conduct for Fence-Viewers for the City of Kawartha Lakes</b>   |           |

- 18. Notice of Motion
- 19. Closed Session (If Not Completed Prior to Open Session)
- 20. Matters from Closed Session
- 21. Confirming By-Law
- 21.1 CC2019-14.21.1 223 - 223  
  
A by-law to Confirm the Proceedings of a Regular Meeting of Council,  
Tuesday, May 21, 2019
- 22. Adjournment

# **The Corporation of the City of Kawartha Lakes**

## **Minutes**

### **Regular Council Meeting**

**CC2019-13**

**Tuesday, April 23, 2019**

**Closed Session Commencing at 1:00 p.m. Open Session Commencing at 2:00 p.m.**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

#### **Members:**

**Mayor Andy Letham**

**Deputy Mayor Doug Elmslie**

**Councillor Ron Ashmore**

**Councillor Pat Dunn**

**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.**

**1. Call to Order**

Mayor Letham called the Meeting to order at 1:30 p.m. Deputy Mayor D. Elmslie and Councillors R. Ashmore, P. Dunn, P. O'Reilly, T. Richardson, K. Seymour-Fagan, A. Veale and E. Yeo were in attendance.

CAO R. Taylor, City Clerk C. Ritchie, Deputy Clerk A. Rooth, Director B. Robinson and C. Shanks and Manager R. Holy were also in attendance.

**2. Adoption of Closed Session Agenda**

**CR2019-259**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Dunn

**That** the Closed Session agenda be adopted as circulated.

**Carried**

**3. Disclosure of Pecuniary Interest in Closed Session Items**

There were no declarations of pecuniary interest disclosed.

**4. Closed Session**

**CR2019-260**

**Moved By** Councillor Yeo

**Seconded By** Councillor Richardson

**That** Council convene into closed session at 1:30 p.m. in order to consider matters on the Tuesday, April 23, 2019 Closed Session Agenda and that are permitted to be discussed in a session closed to the public pursuant to Section 239(2)(b) of the Municipal Act, S.O. 2001. S.25.

**Carried**

**5. Opening Ceremonies**

**5.1 Call Open Session to Order**

Mayor Letham called the Meeting to order at 2:00 p.m. Deputy Mayor D. Elmslie and Councillors R. Ashmore, P. Dunn, P. O'Reilly, T. Richardson, K. Seymour-Fagan, A. Veale and E. Yeo were in attendance.

CAO R. Taylor, City Clerk C. Ritchie and Deputy Clerk A. Rooth, City Solicitor R. Carlson, Directors B. Robinson, J. Rojas, C. Shanks, J. Stover and Manager R. Holy were also in attendance.

5.2 O Canada

The Meeting was opened with the singing of 'O Canada'.

5.3 Moment of Silent Reflection

The Mayor asked those in attendance to observe a Moment of Silent Reflection.

5.4 Adoption of Open Session Agenda

**CR2019-265**

**Moved By** Councillor O'Reilly

**Seconded By** Councillor Richardson

**That** the Agenda for the Open Session of the Regular Council Meeting of Tuesday, April 23, 2019, be adopted as circulated and with the following amendments:

**Addition - Presentation**

Item 11.3 - to be dealt with immediately following Item 11.1

Update from Laurie Scott, MPP Haliburton-Kawartha Lakes-Brock

**Addition under Item 12 - Committee of the Whole**

Correspondence - Frank Hill Road Public Water Access

(Committee of the Whole Recommendation CW2019-092, Item 12.1.6 on the Agenda)

Nick Lasch

**Carried**

6. **Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

7. **Notices and Information by Members of Council and Staff**

## 7.2 Staff

Deputy Fire Chief R. Raymer provided a flood update, noting that the Burnt River has crested, while the Gull River and Black River systems are expected to continue to rise.

Director B. Robinson provided an update from Public Works on operations activities and road closures resulting from flooding.

## 7.1 Council

Councillor Richardson:

- The blade of a wind turbine on Wild Turkey Road recently exploded. The road was shut down following the incident but has since reopened. An investigation is underway and the owner, WPD Wind, will provide updates as they become available.

Deputy Mayor Elmslie:

- The Country Living Show takes place April 26th to 28th at the Fenelon Falls Community Centre.

Councillor Ashmore:

- Lorne Thurston, a prominent farmer in the Dunsford area, has recently passed. Sincerest condolences to family and friends of Mr. Thurston.
- A Public Meeting will be held May 4th from 1:00 to 4:00 p.m. at the Dunsford Community Centre to discuss dock policy issues in Thurstonia Park.
- April is the Canadian Cancer Society's Daffodil Month in support of Canadians living with Cancer.

Councillor Seymour-Fagan:

- The Bobcaygeon and Area Chamber of Commerce Awards of Excellence is on April 27th at 6:00 p.m. at the Lakeview Arts Barn, honouring excellence in our business community.
- The Kinmount Committee for Planning and Economic Development's Annual Dinner and Auction is on April 27th at 5:00 p.m. at the Galway Hall.

Councillor Richardson:

- The annual Clean Up Pontypool community event is on April 27th commencing at 8:00 a.m. at the Fire Hall.
- The Janetville Annual Firefighters Dance is on May 4th at 8:30 p.m.

Councillor O'Reilly:

- Congratulations to Constable Ryan Boutin of the Kawartha Lakes Police Service for receiving Fleming College's Outstanding Police Officer Service Award.
- The Enforcers are playing at the 10th Annual Spring Dance at the Victoria Park Armoury on April 27th at 8:00 p.m. with funds going to support Big Brothers Big Sisters of Kawartha Lakes-Haliburton.
- A special dedication was held on April 15th for two new Habitat for Humanity homes in Lindsay. There will be two more Habitat homes built in Bobcaygeon this year.
- The grand opening of Bond by the River in Lindsay, an affordable housing project, is on May 1st at 11:00 a.m.
- April 28th is the National Day of Mourning, dedicated to remembering those who have lost their lives or suffered injury or illness on the job.
- The Victoria County Kennel Club Dog Show is on April 26th from 8:00 a.m. to 4:00 p.m. at the Lindsay Exhibition.
- Earth Week is April 21st to 27th.

Deputy Mayor Elmslie:

- Bob Pennock, a prominent Fenelon Falls citizen and former MP has passed. Sincerest condolences to family and friends of Mr. Pennock.

## **8. Matters from Closed Session**

### **8.1 Item 4.3**

**CR2019-266**

**Moved By** Councillor Dunn

**Seconded By** Councillor Veale

**That** the following member of the public be appointed to the Waste Management Advisory Committee:

Chris Appleton for the Term of Council (2018-2022).

**Carried**

**9. Council Minutes**

9.1 CC2019-13.9.1

**Regular Council Meeting Minutes - March 26, 2019**  
**Special Council Meeting Minutes - April 9, 2019**

**CR2019-267**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Seymour-Fagan

**That** the Minutes of the March 26, 2019 Regular Council Meeting and the April 9, 2019 Special Council Meeting, be received and adopted.

**Carried**

**10. Deputations**

**11. Presentations**

11.2 CC2019-13.11.2

**Tax Policy Overview**

(CORP2019-010, Item 14.1.3 on the Agenda)

Jennifer Stover, Director of Corporate Services

Linda Liotti, Manager of Revenue and Taxation

Linda Liotti provided an overview of Tax Policy.

**CR2019-268**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Dunn

**That** the presentation by Linda Liotti, Manager of Revenue and Taxation, regarding a **Tax Policy Overview**, be received.

**Carried**

**12. Committee of the Whole**

**Memorandum - Line Fence Cost Sharing By-law Administrative Change**

(Committee of the Whole Recommendation CW2019-094, Items 12.1.8 and 17.1.1 on the Agenda)

Joel Watts, Deputy Clerk

Kelly Maloney, Agricultural Development Officer

**CR2019-269**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Richardson

**That** the April 23, 2019 Memorandum for Joel Watts and Kelly Maloney regarding an **Administrative Change to the Line Fence Cost Sharing By-law**, be received.

**Carried**

**CR2019-270**

**Moved By** Councillor Richardson

**Seconded By** Councillor O'Reilly

**Correspondence - Frank Hill Road Public Water Access**

(Committee of the Whole Recommendation CW2019-092, Item 12.1.6 on the Agenda)

Nick Lasch

**That** the April 22, 2019 correspondence from Nick Lasch regarding the **Frank Hill Road Public Water Access**, be received.

**Carried**

The following items were requested to be extracted:

Item 12.1.6 - Councillor Richardson

Item 12.1.10 - Councillor Ashmore

Item 12.1.16 - Councillor Ashmore

Item 12.1.17 - Councillor Dunn

**CR2019-271**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Veale

**Committee of the Whole Meeting Minutes - April 9, 2019**

**That** the Minutes of the April 9, 2019 Committee of the Whole Meeting be received and the recommendations, included in Section 12.1 of the Agenda, be adopted, save and except Items 12.1.6, 12.1.10, 12.1.16 and 12.1.17.

**Carried**

12.1 Business Arising from Committee of the Whole Minutes

12.1.1 CW2019-087

**That** the deputation of Oanali Zavery, regarding **Dock Encroachment - 14 William Booth Crescent**, be received and referred to staff for report back to Council by end of Q2 2019; and

**That** no action be taken to remove the dock at 14 William Booth Crescent until such time as that report is brought forward to Council.

**Carried**

12.1.2 CW2019-088

**That** the deputation of Michael Cara regarding **Condition and Ongoing Maintenance of Scenic Hill Road**, be received and referred to staff for report back to Council by end of Q2 2019; and

**That** staff be directed to investigate interim maintenance options to provide some immediate relief to residents driving on Scenic Hill Road.

**Carried**

12.1.3 CW2019-089

**That** the April 9, 2019 correspondence from Nick Lasch and the deputation of Nick Lasch, regarding **Frank Hill Road Public Water Access**, Report ED2019-006, Item 7.1.4 on the Agenda, be received.

**Carried**

12.1.4 CW2019-090

**That** the presentation by Carlie Arbour, Economic Development Officer - Community, regarding the **2019 Million Dollar Makeover**, be received.

**Carried**

12.1.5 CW2019-091

**That** Report ED2019-013, **2019 Million Dollar Makeover Funding Allocation, First Intake**, be received; and

**That** the Community Improvement Plan (CIP) Steering Committee Terms of Reference be approved.

**Carried**

12.1.7 CW2019-093

**That** Report CLK2019-003, **Kawartha Lakes Accessibility Advisory Committee (AAC), 2018 Activities Report and 2019 Proposed Work Plan**, be received; and

**That** the 2019 Work Plan for the Kawartha Lakes AAC be approved.

**Carried**

12.1.8 CW2019-094

**That** Report CLK2019-004, **Line Fences Act Review**, be received;

**That** a by-law, attached as Appendix A to this report, affirming that the Line Fences Act, 1990, does not apply to any property in the City of Kawartha Lakes (with the exception of agricultural and rural properties) and establishing a procedure for equal line fence cost sharing of a basic fence, be forwarded to Council for adoption; and

**That** the administration fee for Line Fences Act proceedings be raised to \$250.00 at the next amendment to the Consolidated Fees by-law.

**Carried**

12.1.9 CW2019-095

**That** Report RS2019-019, **Proposed Surplus Declaration, Closure and Sale of Shoreline Road Allowance adjacent to 1449 Highway 7A, Bethany (“Old Bethany Fire Hall”)**, be received;

**That** a portion of the City-owned property municipally known as 1449 Highway 7A, Bethany and legally described as Part of Lot 23, Concession 8, Part of Lot 6 on Plan 6, Manvers, in the Geographic Township of Manvers, City of Kawartha Lakes, be declared surplus to municipal needs;

**That** the subject property be prepared and marketed for sale to the general public in accordance with City of Kawartha Lakes By-Law 2018-020, as amended, and any policies in effect as of the date of sale, and sold for no less than the appraised value plus any and all costs associated with the transaction;

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

**That** the Manager of Realty Services be permitted to fully execute all surplus municipal land listing documentation and any documentation associated with the receipt of an offer to purchase surplus municipal land for the full appraised value plus any and all costs associated with the transaction;

**That** all costs associated with investigating, preparing or marketing the property be financed from the Property Development Reserve; and

**That** the Mayor and Clerk be authorized to execute all legal closing documents required for the sale of the subject property.

**Carried**

12.1.11 CW2019-097

**That** Report ED2019-009, **Downtown Revitalization Committee of Council - 2018 Motion Summary**, be received.

**Carried**

12.1.12 CW2019-098

**That** Report ED2019-011, **Municipal Heritage Committee 2019 Work Plan**, be received; and

**That** the 2019 Municipal Heritage Committee Work plan as outlined in Appendix B to Report ED2019-011 be approved.

**Carried**

12.1.13 CW2019-099

**That** Report ED2019-012, **Downtown Revitalization Committee 2019 Work Plan**, be received; and

**That** the 2019 Downtown Revitalization Committee Work Plan as outlined in this report be approved.

**Carried**

12.1.14 CW2019-100

**That** Report WM2019-005, **Waste Management Advisory Committee 2019 Work Plan**, be received; and

**That** the 2019 Waste Management Advisory Committee Work Plan as outlined in this report be approved.

**Carried**

12.1.15 CW2019-101

**That** Report WM2019-007, **Curbside Collection Contract- Private Roads**, be received.

**Carried**

12.1.18 CW2019-104

**That** the correspondence from Andrew Girdler, regarding **Dock Space in Greenhurst Thurstonia**, be received.

**Carried**

12.2 Items Extracted from Committee of the Whole Minutes

12.1.6 CW2019-092

**CR2019-272**

**Moved By** Councillor Richardson

**Seconded By** Councillor Veale

**That** Report CS2019-006, **Frank Hill Road Public Water Access**, be received; and

**That** the Frank Hill Road Public Water Access property be left as status quo and not designated and recognized as a Category C City Boat Launch.

**Carried**

**CR2019-273**

**Moved By** Councillor Richardson

**Seconded By** Councillor Veale

**That** staff be directed to investigate a the public water access on Bertha Street as a possible site for a City Boat Launch, with a report to Council by end of Q3 2019.

**Carried**

12.1.10 CW2019-096

**CR2019-274**

**Moved By** Councillor Ashmore

**Seconded By** Deputy Mayor Elmslie

**That** Report CORP2019-009, **Federal and Provincial Funding Update**, be received;

**That** the one-time funding of approx. \$4.66 million, be transferred to the Federal Gas Tax reserve; and

**That** the one-time Provincial funding of \$725,000 be transferred to the Contingency reserve; and

**That** the Provincial cannabis funding be retained as a deferred revenue; and

**That** staff report back to Council upon completion of the update to the Long Range Financial Plan as to the best use of these funds; and

**That** Council transfer \$400,000 of 2019 OMPF surplus funds from the Operating Budget to the Contingency reserve to mitigate future anticipated reductions in Ontario Municipal Partnership Funding.

**Carried**

12.1.16 CW2019-102

**CR2019-275**

**Moved By** Councillor Yeo

**Seconded By** Councillor O'Reilly

**That** the April 9, 2019 memorandum from Mayor Letham regarding a **Development Charge Review for New 2020 By-Law**, be received; and

**That** the Development Charges Task Force consider the following issues when making recommendation on the new development charges by-law (and supporting background study) to take effect in January 2020:

- Payment deferral options currently in place for residential developments, and their effectiveness;
- Affordable housing incentive options for private sector development;
- The appropriateness of discounting commercial and industrial development charges ( from 50% to 100%) where job creation goals are met;
- Mechanisms for deferring development charge- support projects that are “population serving” vs “growth incenting” to ensure stability;
- Look at derelict buildings and extend the development charge waiver up to ten years to encourage demolition and protect development rights;
- Consider development charges being charged within the existing zone category (for example, storage units);
- Reduce the development charge supported projects to specific user groups if appropriate ( for example, transferring a portion of growth related costs from non-residential to residential for parks);
- Create a long term development charges plan that affordably funds growth related projects over a realistic timeline without relying on deficit funding to meet projected growth.

**Carried**

12.1.17 CW2019-103

**CR2019-276**

**Moved By** Councillor Dunn

**Seconded By** Councillor Veale

**That** the April 9, 2019 Memorandum from Directors Marshall, Rojas and Shanks regarding **Active Transportation Master Planning**, be received; and

**That** staff be directed to include funding for an Active Transportation Master Plan for the City of Kawartha Lakes as a decision unit in the 2020 budget; and

**That** staff be directed to bring forward a business plan to support this funding request and to identify potential grant funding opportunities relating to approval of an Active Transportation Master Plan.

**Carried**

Council recessed at 3:01 p.m. and reconvened at 3:10 p.m.

## **11. Presentations**

### **11.1 CC2019-13.11.1**

#### **Update from Jamie Schmale, MP for Haliburton-Kawartha Lakes-Brock**

Timed appointment - 3:00 p.m.

Jamie Schmale, MP for Haliburton-Kawartha Lakes-Brock provided an update to Council. He advised that he has recently been named the Official Opposition's Deputy Shadow Cabinet Minister for Natural Resources and Shadow Minister for Northern Ontario. He spoke to federal priorities including ensuring access to high speed internet and infrastructure and gas tax funding. From a local perspective he spoke to the Save the Walleye campaign and the need for funding to support the Ottawa-Peterborough-Toronto VIA Rail dedicated relief rail line.

#### **CR2019-277**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Veale

**That** the update from Jamie Schmale, MP for Haliburton-Kawartha Lakes-Brock, be received.

**Carried**

### **11.3 CC2019-13.11.3**

#### **Update from Laurie Scott, MPP for Haliburton-Kawartha Lakes-Brock**

Laurie Scott, MPP for Haliburton-Kawartha Lakes-Brock and Ontario Minister of Labour, provided an update to Council. She spoke to provincial priorities including review of the Growth Plan, enhanced broadband infrastructure, the carbon tax, the Ring of Fire in northern Ontario, the affordable housing strategy and changes to conservation authorities and public health units.

**CR2019-278**

**Moved By** Councillor Dunn

**Seconded By** Deputy Mayor Elmslie

**That** the update from Laurie Scott, MPP for Haliburton-Kawartha Lakes-Brock, be received.

**Carried**

**13. Planning Advisory Committee Minutes**

**Planning Advisory Committee Meeting Minutes - April 10, 2019**

**CR2019-279**

**Moved By** Councillor O'Reilly

**Seconded By** Councillor Veale

**That** the Minutes of the April 10, 2019 Planning Advisory Committee Meeting be received and the recommendations, included in section 13.1 of the Agenda, be adopted.

**Carried**

**13.1 Business Arising from Planning Advisory Committee Minutes**

**13.1.1 PAC2019-025**

**That** Report PLAN2019-020, respecting **Lots 30, 31, and 32, Concession 1, Township of Eldon, and identified as vacant land south side of Rohallion Road, 676249 Ontario Ltd – Application D06-2019-004**, be received; and

**That** the proposed Zoning By-law Amendment respecting Application D06-2019-004, be referred back to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City departments and that any comments and concerns have been addressed.

**Carried**

**13.1.2 PAC2019-026**

**That** Report PLAN2019-022, respecting **Part Lot 26, Concession 6, Geographic Township of Verulam and identified as 36 Walker's Road; Application No. D06-2019-006**, be received;

**That** a Zoning By-law Amendment respecting Application D06-2019-006 respecting Part Lot 26, Concession 6, Geographic Township of Verulam, substantially in the form attached as Appendix C to Report PLAN2019-022, be approved and adopted by Council;

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

**That** Section 34 (17) of the Planning Act apply, and that no additional notice be given to this application.

**Carried**

#### 13.1.3 PAC2019-027

**That** Report PLAN2019-023, respecting **Block C, Plan 466, Geographic Township of Emily, City of Kawartha Lakes, Application No. D06-2019-005**, be received; and

**That** Zoning By-law Amendment Application D06-2019-005, Block C, Plan 466 Geographic Township of Emily, City of Kawartha Lakes, be referred back to staff for further review and processing until such time that all comments have been received from all circulated Agencies and any other concerns or issues have been addressed.

**Carried**

#### 13.2 Items Extracted from Planning Advisory Committee Minutes

#### 14. **Consent Matters**

The following items were requested to be extracted from the Consent Agenda:

Item 14.1.3 - Councillor Ashmore

Item 14.1.7 - Councillor Yeo

Item 14.1.8 - Deputy Mayor Elmslie

**Moved By** Councillor Veale

**Seconded By** Councillor Richardson

**That** all of the proposed resolutions shown in Section 14.1 and 14.2 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered, save and except Items 14.1.3, 14.1.7 and 14.1.8

**Carried**

14.1 Reports

14.1.1 RS2019-020

**Proposed Surplus Declaration, Closure and Sale of Shoreline Road Allowance Adjacent to 76 Fulsom Crescent, Carden**

Laura Carnochan, Law Clerk – Realty Services

**CR2019-280**

**That** Report RS2019-020, **Proposed Surplus Declaration, Closure and Sale of Shoreline Road Allowance adjacent to 76 Fulsom Crescent, Carden**, be received;

**That** the subject property, being the shoreline road allowance adjacent to 76 Fulsom Crescent, Carden and legally described as Part of the Shoreline Road Allowance Lying in Front of Lots 13-14 on Plan 360, in the Geographic Township of Carden, City of Kawartha Lakes, be declared surplus to municipal needs;

**That** the closure of the portion of road allowance and sale to the adjoining 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** staff be directed to commence the process to stop up and close the said portion of road allowance;

**That** a by-law (with any amendments deemed necessary) to close the road and authorize its disposition shall be passed if appropriate; and

**That** the Mayor and Clerk be authorized to sign all documents to facilitate the road closing and conveyance of the lands.

**Carried**

14.1.2 RS2019-021

**Proposed License Agreement between the City of Kawartha Lakes and Environment Canada (Water Monitoring Station)**

Laura Carnochan, Law Clerk – Realty Services

**CR2019-281**

**That** Report RS2019-021, **Proposed License Agreement between the City of Kawartha Lakes and Environment Canada (Water Monitoring Station)**, be received; and

**That** the Mayor and Clerk be authorized to execute the License Agreement, attached as Appendix B to Report RS2019-021, on behalf of the Corporation of the City of Kawartha Lakes, being a License Agreement with Environment Canada for the purpose of permitting a water monitoring station to be located on the shoreline road allowance adjacent to Head River.

**Carried**

14.1.4 PUR2019-007

**RFQ 2019-18-CQ Supply and Delivery of One (1) New Valve Exercise Trailer**

Marielle van Engelen, Buyer

Todd Bryant, Manager of Fleet and Transit Services

**CR2019-282**

**That** Report PUR2019-007, **Request for Quotation 2019-18-CQ Supply and Delivery of One (1) New Valve Exercise Trailer**, be received;

**That** Wachs Canada Ltd. of Newmarket, Ontario be awarded Request for Quotation 2019-18-CQ Supply and Delivery of One (1) New Valve Exercise Trailer, for the total amount of \$112,790.00 (not including HST) with optional equipment; and

**That** subject to receipt of the required documents, the Procurement Division be authorized to issue a purchase order.

**Carried**

14.1.5 PUR2019-010

**Request for Quotation 2019-16-CQ Supply and Delivery of One (1) New Forestry Aerial Truck**

Marielle van Engelen, Buyer

Todd Bryant, Manager of Fleet and Transit Services

**CR2019-283**

**That** Report PUR2019-010, **Request for Quotation 219-16-CQ Supply and Delivery of One (1) New Forestry Aerial Truck**, be received;

**That** Allan Fyfe Equipment Ltd., of Concord, Ontario ; be selected for the award of quotation 2019-16-CQ Supply and Delivery of One (1) New Forestry Aerial Truck for the quoted amount of \$ \$232,420.00 not including HST;

**That** project 9994190311 Forestry Aerial Truck be increased by \$36,510.00, with \$29,208.00 being funded from the Parks and Recreation portion of the Development Charges Reserve (45%) and the remaining \$7,302.00 being funded by the Public Works Fleet Reserve; and

**That** subject to receipt of required documents, Financial Services be authorized to issue a purchase order.

**Carried**

14.1.6 PUR2019-011

**2019-35-CQ Gravel Resurfacing – Supply and Place Granular Material**

Linda Lee, Buyer

Mike Farquhar, Supervisor, Technical Services

**CR2019-284**

**That** Report PUR2019-011, **2019-35-CQ Gravel Resurfacing – Supply and Place Granular Material**, be received;

**That** Nesbitt Line Road be removed from program RD1806 Gravel Resurfacing and replaced with Manvers/ Scugog road as outlined in the Report PUR2019-011;

**That** Robert E. Young Construction Ltd. be selected for the award of 2019-35-CQ Gravel Resurfacing – Supply and Place Granular Material for the total quoted amount of \$1,314,921.80 plus HST;

**That** subject to receipt of the required documents, the Mayor and clerk be authorized to execute the agreements to award the contract; and

**That** the Procurement Division be authorized to issue a Purchase Order.

**Carried**

14.1.9 PUR2019-014

**Single Source Request to Procure One Land Ambulance**

Launa Macey, Supervisor of Financial Services

**CR2019-285**

**That** Report PUR2019-014, **Single Source to Procure One Land Ambulance**, be received;

**That** Crestline Coach Ltd. of Saskatoon, SK be awarded the work for a cost of \$149,134.00 not including HST; and

**That** the Purchasing Division be authorized to issue a purchase order.

**Carried**

14.1.10 PUR2019-015

**Single Source for Lindsay Recreation Complex East Pool Roof Replacement**

Launa Macey, Supervisor of Financial Services

Rod Porter, Capital and Special Projects Supervisor

**CR2019-286**

**That** Report PUR2019-015, **Single Source for Lindsay Recreation Complex East Pool Roof Replacement**, be received;

**That** Kei-Lin Roofing Inc. be awarded the work for the Lindsay Recreation Complex East Pool Roof Replacement for the total quoted amount of \$127,773.00 plus HST;

**That** subject to receipt of the required documents, the Mayor and clerk be authorized to execute the agreements to award the contract; and

**That** the Procurement Division be authorized to issue a Purchase Order.

**Carried**

14.1.11 PUR2019-019

**2019-14-CP Design, Supply and Install a Splashpad at Elgin Park**

Launa Macey, Supervisor of Financial Services

Ryan Smith, Supervisor Parks and Open Spaces

**CR2019-287**

**That** Report PUR2019-019, **2019-14-CP Design, Supply and Install a Splashpad at Elgin Park**, be received;

**That** Yard Weasels Inc. be awarded the work for Design, Supply and Install a Splashpad at Elgin Park as the highest scoring proponent;

**That** subject to receipt of the required documents, the Mayor and clerk be authorized to execute the agreements to award the contract; and

**That** the Procurement Division be authorized to issue a Purchase Order.

**Carried**

14.1.12 BLDG2019-001

**Building By-law 2012-019 Amendment No 5 - Code of Conduct for Building Officials**

Susanne Murchison, Chief Building Official

**CR2019-288**

**That** Report BLDG2019-001, **Building By-law 2012-019 Amendment No 5 - Code of Conduct for Building Officials**, be received;

**That** the Code of Conduct for Building Officials be approved; and

**That** the necessary amending by-Law be brought forward to Council for adoption.

**Carried**

14.1.13 EA2019-008

**Request by Michael Redmond to Enter into an Interim Development Charges Agreement**

Adam Found, Manager of Corporate Assets

**CR2019-289**

**That** Report EA2019-008, **Request by Michael Redmond to Enter into an Interim Development Charges Agreement**, be received; and

**That** pursuant to By-Law 2015-224, the Mayor and City Clerk be authorized to enter into an interim development charges agreement with Michael Redmond in order to secure the redevelopment credit attached to Mr. Redmond's property

located at 396 County Road 36, Lindsay, Ontario (OPS CON 7 PT LT 22 & RP 57R10416 PART 1) for a period ending on March 31, 2020.

**Carried**

14.1.14 FIRE2019-001

**License Amendment Agreement with Bell Canada**

Terry Jones, Deputy Chief

**CR2019-290**

**That** Report FIRE2019-001, **License Amendment Agreement between the City of Kawartha Lakes and Bell Canada**, be received;

**That** the Amendment to the License Agreement between the City of Kawartha Lakes and Bell Canada for Bell Tower Use by the Fire Department, attached as Appendix B to Report FIRE2019-001, be approved; and

**That** a By-law, substantially in the form attached as Appendix A to Report FIRE2019-001 be forwarded to Council for adoption.

**Carried**

14.1.15 FIRE2019-002

**Proposed Construction Agreement and Encroachment Agreement Part of Lot 24, Concession 8, Township of Manvers (New Bethany Fire Hall)**

Ron Raymer, Deputy Chief

**CR2019-291**

**That** Report FIRE 2019-002, **Proposed Construction Agreement and Encroachment Agreement Part of Lot 24, Concession 8, Township of Manvers**, be received; and

**That** the Mayor and Clerk be authorized to execute the Construction Agreement and the Encroachment Agreement attached as Appendix A to Report FIRE2019-002.

**Carried**

14.3 Items Extracted from Consent

14.1.3 CORP2019-010

**2019 Tax Policy Decisions**

Linda Liotti, Manager of Revenue and Taxation

**CR2019-292**

**Moved By** Councillor Ashmore

**Seconded By** Councillor O'Reilly

**That** Report CORP2019-010, **2019 Tax Policy Decisions**, be received;

**That** optional property classes for the 2019 tax year are not adopted;

**That** the tax rate reduction for vacant and excess land in the commercial and industrial class be set as 30% and 35% respectively for 2019;

**That** the tax rate reduction for First Class Undeveloped Farm Land be set at 45% for 2019;

**That** the City exit the capping/clawback program as no properties fall within the threshold parameters;

**That** Council approve the 2019 tax ratios as outlined in Appendix A to report CORP2019-010; and

**That** the necessary by-laws be forwarded to Council for adoption.

**Carried**

**CR2019-293**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Dunn

**That** staff be directed to examine the impacts of adjusting the farmland tax ratio and the impacts of different incremental reductions of farmland tax ratios with a report to Council by end of Q3 2019.

**Carried**

14.1.7 PUR2019-012

**2019-27-CQ – Rural Resurfacing – Road Resurfacing; and 2019-13-CQ Urban and Arterial Road Resurfacing**

Linda Lee, Buyer

Mike Farquhar, Supervisor, Technical Services

Corby Purdy, Supervisor/Infrastructure, Design, Construction

**Moved By** Councillor Yeo

**Seconded By** Deputy Mayor Elmslie

**That** Report PUR2019-012, **2019-27-CQ - Rural Resurfacing - Road Resurfacing and 2019-13-CQ Urban and Arterial Road Resurfacing**, be received;

**That** Royel Paving, A division of CRH Canada Group Inc. be selected for the award of 2019-27-CQ Rural Resurfacing – Road Resurfacing for the quotation price of \$2,086,144 plus HST;

**That** Brennan Paving and Construction Ltd. be selected for the award of 2019-13-CQ Urban and Arterial Road Resurfacing for the quoted price of \$4,674,039.00 plus HST;

**That** Council authorizes the increase of \$504,615 to the Capital budget program 9831904 (RD1904 Urban and Arterial Resurfacing) to be funded from the Federal Gas Tax Reserve;

**That** subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreements to award these quotations;

**That** the Procurement Division be authorized to issue Purchase Orders as applicable; and

**That** staff be directed to bring a report to Council with a recommendation on additional roads to be resurfaced under the Rural Resurfacing – Road Resurfacing Program in the amount of approximately \$504,615 to be funded from the Capital Project Reserve.

A recorded vote was requested by Councillor Yeo.

| <b>Recorded</b>      | <b>For</b> | <b>Against</b> | <b>Absent</b> |
|----------------------|------------|----------------|---------------|
| Mayor Letham         |            | X              |               |
| Deputy Mayor Elmslie | X          |                |               |

|                          |          |          |          |
|--------------------------|----------|----------|----------|
| Councillor Ashmore       | X        |          |          |
| Councillor Dunn          |          | X        |          |
| Councillor O'Reilly      |          | X        |          |
| Councillor Richardson    |          | X        |          |
| Councillor Seymour-Fagan |          | X        |          |
| Councillor Veale         |          | X        |          |
| Councillor Yeo           | X        |          |          |
| <b>Results</b>           | <b>3</b> | <b>6</b> | <b>0</b> |

**Motion Failed**

**CR2019-294**

**Moved By** Councillor Dunn

**Seconded By** Councillor O'Reilly

**That** Report PUR2019-012, **2019-27-CQ - Rural Resurfacing - Road Resurfacing and 2019-13-CQ Urban and Arterial Road Resurfacing**, be received;

**That** Royel Paving, A division of CRH Canada Group Inc. be selected for the award of 2019-27-CQ Rural Resurfacing – Road Resurfacing for the quotation price of \$2,086,144 plus HST;

**That** Brennan Paving and Construction Ltd. be selected for the award of 2019-13-CQ Urban and Arterial Road Resurfacing for the quoted price of \$4,674,039.00 plus HST;

**That** Council authorize the transfer of the surplus amount of \$504,615 back to the Capital projects reserve from program 9831905 (RD1905 Rural Resurfacing);

**That** Council authorizes the increase of \$504,615 to the Capital budget program 9831904 (RD1904 Urban and Arterial Resurfacing) to be funded from the Capital reserve.

**That** subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreements to award these quotations; and

**That** the Procurement Division be authorized to issue Purchase Orders as applicable.

**Carried**

14.1.8 PUR2019-013

**2019-09-OP Rural Zoning By-law Consolidation and Update**

Linda Lee, Buyer  
Richard Holy, Manager of Planning

**CR2019-295**

**Moved By** Deputy Mayor Elmslie  
**Seconded By** Councillor Seymour-Fagan

**That** Report PUR2019-013, **2019-09-OP Rural Zoning By-law Consolidation and Update**, be received;

**That** WSP Canada Group Limited be selected for the award of 2019-09-OP Rural Zoning By-law Consolidation and Update for the total quoted amount of \$98,632.50 plus HST;

**That** subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award the contract; and

**That** the Procurement Division be authorized to issue a purchase order.

**Carried**

14.2 Correspondence

**15. Petitions**

15.1 CC2019-13.15.1

**Request for Erection of Stop Signs at Intersection of Graham Drive and Stinson's Bay Road**

Bruce Fong

**CR2019-296**

**Moved By** Councillor Seymour-Fagan  
**Seconded By** Councillor Dunn

**That** the petition received from Bruce Fong regarding **Request for Erection of Stop Signs at Intersection of Graham Drive and Stinson's Bay Road**, be received; and

**That** staff be directed to bring forward to the necessary by-law to implement a 3-Way Stop at the intersection of Graham Drive and Stinson's Bay Road.

**Carried**

**16. Other or New Business**

**17. By-Laws**

The mover requested the consent of Council to read the by-laws by number only.

**CR2019-297**

**Moved By** Councillor Richardson

**Seconded By** Councillor Veale

**That** the By-Laws shown in Section 17.1 of the Agenda, namely: Items 17.1.1 to and including 17.1.24 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**Carried**

17.1 By-Laws by Consent

17.1.1 By-law 2019-059

**A By-law to Regulate Cost Sharing Measures for Fences on Property Lines in the City of Kawartha Lakes**

17.1.2 By-law 2019-060

**A By-law to Amend By-law 2017-216, Being a By-law to Regulate Fences in the City of Kawartha Lakes**

17.1.3 By-law 2019-061

**A By-law to Amend By-law 2018-234, being a By-Law to Establish and Require Payment of Fees for Information, Services, Activities and Use of City Property in the City of Kawartha Lakes (known as the Consolidated Fees By-law)**

17.1.4 By-law 2019-062

**A By-law to Enter Into an Amending Agreement with Five W Farms Inc. and to Authorize the Execution of Such Agreement**

17.1.5 By-law 2019-063

**A By-law to Amend By-Law 2016-150, Being a By-law to Stop Up and Close the Road Allowance Between Concessions 9 and 10 in the Geographic Township of Fenelon, City of Kawartha Lakes Designated as Parts 1-7 on Reference Plan 57R-10509 and to Authorize the Sale of Land to the Abutting Landowners**

17.1.6 By-law 2019-064

**A By-law to Appoint a Municipal Law Enforcement Officer for the City of Kawartha Lakes (T. Montgomery)**

17.1.7 By-law 2019-065

**A By-law to Appoint an Area Weed Inspector for the City of Kawartha Lakes (T. Montgomery)**

17.1.8 By-law 2019-066

**A By-law to Appoint a Municipal Law Enforcement Officer for the City of Kawartha Lakes (K. Tesic)**

17.1.9 By-law 2019-067

**A By-law to Appoint an Area Weed Inspector for the City of Kawartha Lakes (K. Tesic)**

17.1.10 By-law 2019-068

**A By-law to Appoint a Municipal Law Enforcement Officer for the City of Kawartha Lakes (C. Neamtz)**

17.1.11 By-law 2019-069

**A By-law to Appoint an Area Weed Inspector for the City of Kawartha Lakes (C. Neamtz)**

17.1.12 By-law 2019-070

**A By-law to Establish 2019 Tax Ratios in the City of Kawartha Lakes**

17.1.13 By-law 2019-071

**A By-law to Set Tax Rate Reductions for the Prescribed Subclasses in the City of Kawartha Lakes**

17.1.14 By-law 2019-072

**A By-law to Limit Tax Decreases on Commercial, Industrial and Multi-Residential Properties for 2019 in the City of Kawartha Lakes**

17.1.15 By-law 2019-073

**A By-law to Provide Tax Relief To Certain City of Kawartha Lakes Property Owners Who Are Low Income Elderly Persons, Low Income Persons Between The Ages Of 55 And 64, Low Income Disabled Persons Or Ontario Disability Support Program Recipients**

17.1.16 By-law 2019-074

**A By-law to Provide Water Rate Relief to Certain City of Kawartha Lakes Property Owners Who Are Low Income Elderly Persons, Low Income Persons Between the Ages Of 55 And 64, Low Income Disabled Persons or Ontario Disability Support Program Recipients**

17.1.17 By-law 2019-075

**A By-law to Amend the Building By-Law 2012-019, Being a By-law Under the Building Code Act Respecting Permits and Related Matters in the City of Kawartha Lakes (Amendment No 5)**

17.1.18 By-law 2019-076

**A By-law to Amend the Township of Verulam Zoning By-law No. 6-87 to Permit a Temporary Use Within the City Of Kawartha Lakes**  
(File D06-2019-006, Report Plan2019-022, 36 Walker's Road – Ashby & McGale)

17.1.19 By-law 2019-077

**A By-law to Repeal and Replace By-law 2009-116, as Amended, Being a By-law to Regulate the Operation of ATVs and ORVs on Municipal Highways in the City of Kawartha Lakes**

17.1.20 By-law 2019-078

**A By-law to Repeal and Replace By-law 2011-044, Being a By-law to Authorize the Execution of a License Confirming and Amending Agreement Between the City of Kawartha Lakes and Bell Canada**

17.1.21 By-law 2019-079

**A By-law to Repeal By-law 2017-247, Being a By-law to Authorize the Sale of Municipally Owned Property Legally Described as Lots 1, 2, 3, 6, and 7, Block 12, Registered Plan No. 109, in the Geographic Village of Omeme, City of Kawartha Lakes, Designated as Part 1 on Plan 57R-10576 being PIN: 63255-0263 (LT)**

17.1.22 By-law 2019-080

**A By-law to Designate 41 Melbourne St W., Lindsay in the City of Kawartha Lakes as being of Cultural Heritage Value and Interest**

17.1.23 By-law 2019-081

**A By-law Imposing Special Annual Drainage Rates Upon Land in Respect of Which Money is Borrowed under the Tile Drainage Act (Tile Drain Loan - Burney)**

17.1.24 By-law 2019-082

**A By-law to Amend By-law 2018-187, Being a By-law to Appoint a Drainage Superintendent for the City of Kawartha Lakes (L. Feitler)**

17.2 By-Laws Extracted from Consent

**CR2019-298**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Dunn

**That** staff be directed to bring forward the necessary by-law to amend By-law 2007-107, being A By-law to Regulate and Govern Trail Uses Along the Victoria Rail Trail Corridor (VRTC) in the City of Kawartha Lakes, to allow the use of ATVs and ROVs on the section of the VRTC from Northline Road in Fenelon Falls to the VRTC Trailhead at Superior Propane located at Superior Road just off of Highway 121.

**Carried**

**18. Notice of Motion**

**19. Closed Session (If Not Completed Prior to Open Session)**

**20. Matters from Closed Session**

**21. Confirming By-Law**

21.1 By-law 2019-083

**A By-Law to Confirm the Proceedings of a Regular Meeting of Council, Tuesday, April 23, 2019**

**CR2019-299**

**Moved By** Councillor Ashmore  
**Seconded By** Councillor O'Reilly

**That** a by-law to confirm the proceedings of a Regular Council Meeting held Tuesday, April 23, 2019 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**Carried**

**22. Adjournment**

**CR2019-300**

**Moved By** Councillor Veale  
**Seconded By** Councillor Yeo

**That** the Council Meeting adjourn at 4:36 p.m.

**Carried**

**Read and adopted this 21st day of May, 2019.**

---

Andy Letham, Mayor

---

Cathie Ritchie, City Clerk



# 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: \***

Harry Stoddart

**Address: \***

354 Angeline St S.

**City/Town/Village:**

Lindsay

**Province: \***

ON

**Postal Code:**

K9V 4W9

**Telephone: \***

705-324-5551

**Email: \***

harry@lindsayex.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:**

Stoddart, Harry

**Deputant Two:**

Dawson, Len

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:**

Harry Stoddart

**Date:**

5/7/2019 

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](mailto: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: \***

Stephanie Landers

**Address: \***

380 Armour Road, Suite 264

**City/Town/Village:**

Peterborough

**Province: \***

Ontario

**Postal Code:**

K9H7L7

**Telephone: \***

705-743-1500

**Email: \***

slanders@owa.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:**

Stephanie Landers

**Deputant Two:**

First Name, Last Name

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

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

1. The Council learns about Kawartha Lakes current and future waterpower assets/opportunities
2. The Council Signs the Ontario Waterpower Champions Charter
3. The Mayor Signs a Proclamation for 'Waterpower Day

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:**

Stephanie Landers

**Date:**

5/1/2019



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



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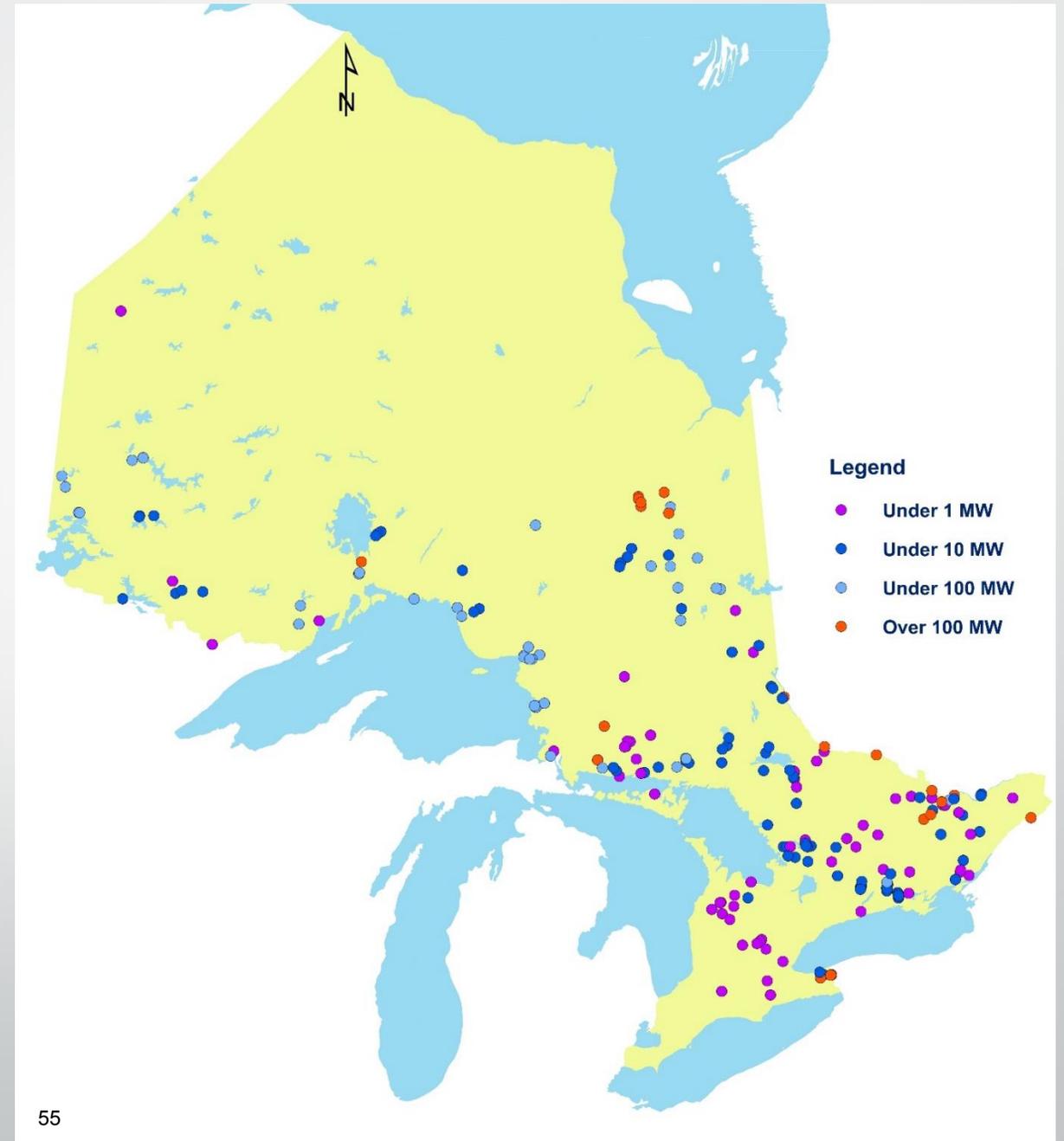


# Continue to be a Waterpower Champion

1. Sign the **Ontario Waterpower Champions Charter**
2. Celebrate Waterpower Day - **June 20<sup>th</sup>**
3. Connect with OWA
  - Subscribe to our e-mail distribution list
  - Follow us on social media
  - Use OWA as your resource for future waterpower information and questions

# Ontario Waterpower

- 224 Facilities
- Range in Size
  - 1kW - 1000+MW



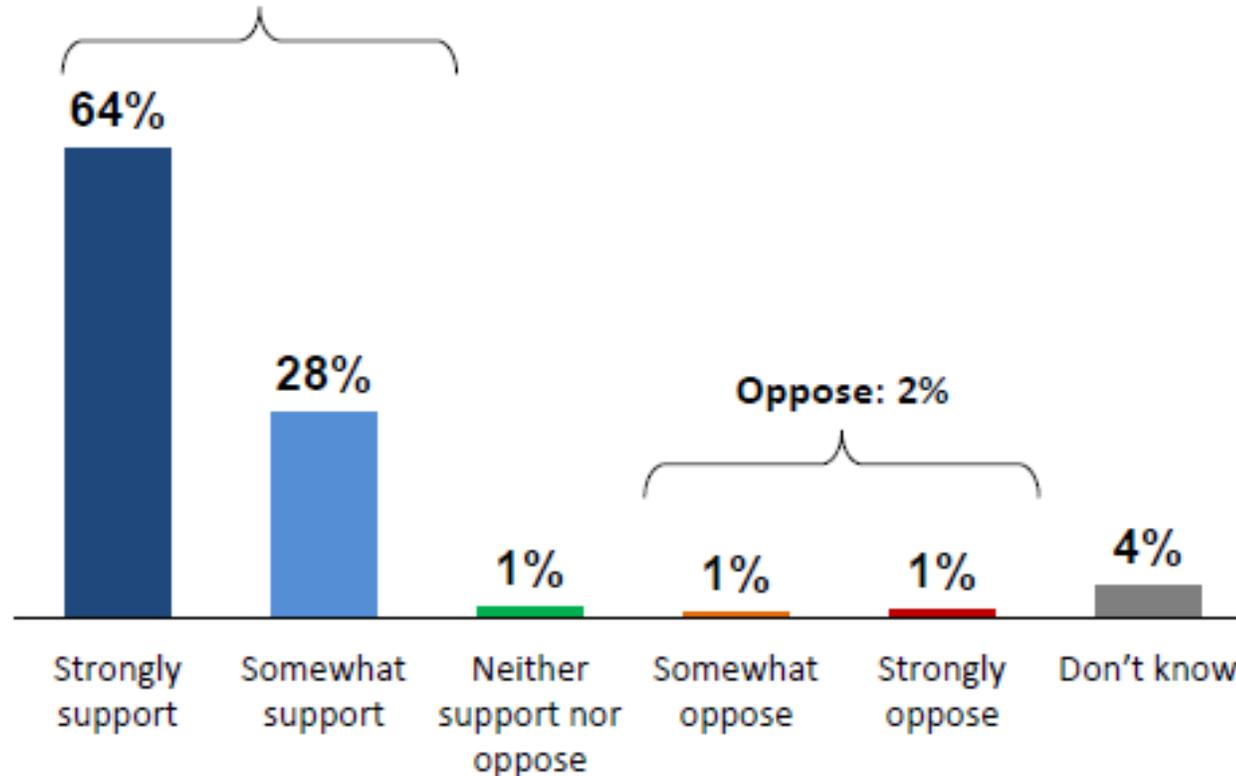
# Everyone, everywhere: Strong support for waterpower across all regions and partisanship



Now I'd like to ask you some questions about different ways of generating electricity. Based on your general feeling considering value and cost, please tell me whether you strongly support, somewhat support, somewhat oppose, or strongly oppose each way of producing electricity in Ontario. How about ... **Waterpower**

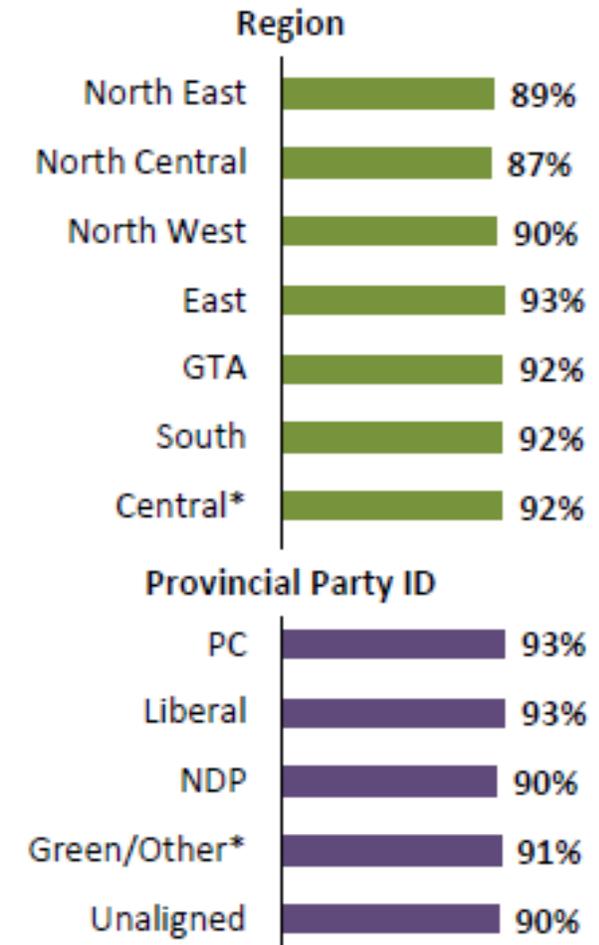
[asked of all respondents; n=600]

**Support: 92%**



## Segmentation

*Respondents who say "support"*



# City of Kawartha Lakes Community Assets

n = 2 waterpower facilities

| Facility      | Year Built | Owner                    | Capacity |
|---------------|------------|--------------------------|----------|
| Elliott falls | 1990       | Bracebridge Generation   | 0.8 MW   |
| Fenelon Falls | 1997       | Shaman Power Corporation | 2 .6MW   |

# Changing Landscape

- Provincial Movement to Local Planning
- Opportunities to retrofit aging assets
  - Existing waterpower facilities
  - Dams that currently have alternative purposes
- Sustainable Communities



# Ontario Waterpower Champions Charter

Framework for Council to demonstrate its commitment to integrating and balancing its socio-cultural, economic and environmental goals.

## **The Commitment of Waterpower Champions:**

- We support the use and expansion of local waterpower;
- We support historical infrastructure and refurbishment opportunities;
- We conserve and enhance our man-made and natural environment;
- We value the voices – all of the voices - of our community; and
- We work with others collaboratively to create opportunities.



Questions?



## **Ontario Waterpower Champions Charter**

Our Council is committed to building the best possible quality of life for our residents. That means providing services, programs and amenities that make our community a great place to live, work, play and learn. It also means taking steps to think strategically about our future. Strategic thinking requires leadership, long term commitment and an unwavering responsibility to engage those we are elected to serve.

The Ontario Waterpower Champions Charter is a framework for Council to demonstrate its commitment to integrating and balancing its socio-cultural, economic and environmental goals

### **The Commitment of Waterpower Champions:**

- We support the use and expansion of local waterpower;
- We support historical infrastructure and refurbishment opportunities;
- We conserve and enhance our man-made and natural environment;
- We value the voices – all of the voices - of our community; and
- We work with others collaboratively to create opportunities.

Signed: \_\_\_\_\_

## City of Kawartha Lakes

May 07, 2019 Address to Council

### List of Documents

From Michael Bryant

- 1) Response to Premier Doug Ford 03/26-28/2019
- 2) Message to Premiere, Minister of Agriculture 04/15/19
- 3) 1<sup>st</sup> Intro about Eco and Agri-Tourism Mayor 02/19/14
- 4) 1<sup>st</sup> Intro about Agri-Tourism K. Maloney CKL 11/18/14
- 5) CKL FarmFest Meeting K. Maloney CKL 07/06/19
- 6) CKL Planning Festivals & Events D. Soule CKL 13/13/17
- 7) Ontario Government Facts Agri-Tourism CKL 05/16
- 8) Letter to Jocelyn Beatty, Omafra Bylaw 03/23/19
- 9) Email reply from Jocelyn Beatty Omafra 04/05/19

**From:** Premier's Website <no-reply@ontario.ca>  
**To:** mj.bryant <mj.bryant@aol.com>  
**Subject:** Send The Premier Your Thoughts  
**Date:** Tue, Mar 26, 2019 8:31 pm

---

Thank you for your email. Your thoughts, comments and input are greatly valued.

You can be assured that all emails and letters are carefully read, reviewed and taken into consideration.

There may be occasions when, given the issues you have raised and the need to address them effectively, we will forward a copy of your correspondence to the appropriate government official.

Thanks again for your email.

Please note that we are not able to receive replies at this email address, so please do not respond directly to this email.

K0M2C0

705-340-9880

[www.dromoland.ca](http://www.dromoland.ca)

[www.whitelightingbus.tours](http://www.whitelightingbus.tours)

-----Original Message-----

From: Doug Ford <[premier@premier.gov.on.ca](mailto:premier@premier.gov.on.ca)>

To: [mj.bryant@aol.com](mailto:mj.bryant@aol.com) <[mj.bryant@aol.com](mailto:mj.bryant@aol.com)>

Sent: Thu, Mar 28, 2019 9:55 am

Subject: An email from the Premier of Ontario

Dear Mr. Bryant:

Thanks for your email about your situation. I appreciate hearing your views and concerns.

As the issue you raised falls in the area of responsibility of the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs, I've forwarded your email to him. Minister Hardeman or a ministry staff member will respond to you as soon as possible.

Thanks again for contacting me.

Doug Ford  
Premier of Ontario

c: The Honourable Ernie Hardeman

Please note that this email account is not monitored. For further inquiries, kindly direct your online message through <https://correspondence.premier.gov.on.ca/en/feedback/default.aspx>.

This email contains information intended only for the use of the individual named above. If you have received this email in error, we would appreciate it if you could advise us through the Premier's website at <<https://correspondence.premier.gov.on.ca/en/feedback/default.aspx>> and destroy all copies of this message. Thank you.

**From:** MJ Bryant <mj.bryant@aol.com>

**To:** minister.omafra <minister.omafra@ontario.ca>; laurie.scottco <laurie.scottco@pc.ola.org>; premier <premier@premier.gov.on.ca>

**Subject:** Fwd: An email from the Premier of Ontario

**Date:** Mon, Apr 15, 2019 1:47 pm

Honourable Ernie Hardemann, MPP

Good day, most recently I had written to Premier Ford and on March 28, 2019 he indicated in email below that you or staff would contact me in regards to our plight to keep our "Agri-Toursim Farm Business" open. Our City refuses to upgrade farm uses to provincial guideline effecting our depressed economic area of Little Britain.

We create a enormous employment, tourism and agricultural products and a major contributor to local rural employment, commerce and tourism. We are as well # 1 Thing To Do on TripAdvisor in Kawartha Lakes and are also doing a lot of wonderful things. I am the organizer of a Rural Shopping Bus ( Private ) for free as well to help our rural people as featured last week on CBC.

<https://www.cbc.ca/news/canada/toronto/kawartha-lakes-shuttle-bus-1.5089115>

Our City has told us that Agri-Tourism was okay to do and now embarrassed us, threatened with fines, upset our guests and acted in a improper way considering they are still working with old uses that should have been updated. This is harming my business, farms and freezing new opportunities in business farming and harming rural communities. My town and many others are wasting away here because our city is not following Ontario and Omafra Guidelines. They allow some places to operate and others not too. This is beyond wrong !

Omafra Guidelines

<http://www.omafra.gov.on.ca/english/busdev/facts/16-029.htm>

I really need intervention immediately or we will close, we cannot take bookings and create what we have been doing for 5 years. I have written my MPP Laurie Scott as well and this effects jobs and labour in her riding as well.

Looking forward in hearing from you.

Best Regards

Michael Bryant  
President



Dromoland Orchard & Stables  
598 Elm Tree Rd  
Little Britain, Ontario

**From:** Michael Bryant, Managing Director [REDACTED]

**To:** Isherk <Isherk@city.kawarthalakes.on.ca>; rmcgee <rmcgee@city.kawarthalakes.on.ca>

**Subject:** Thank You

**Date:** Wed, Feb 19, 2014 10:17 am

---

Dear Ric and Lance

Thank you so much for the time to discuss the Dave Devall Charity Golf Tournament and the charity and promotion in the community. I am overwhelmed by the support and thank you so much. Having a night for Dave and a Key to the City will be fantastic.

I also am very impressed with many programs you have initiated in Economic Development and the Eco-Development as well. I am very interested to look at the ECO Centre and the Student Housing. I have some large developers who maybe the right people and correct timing for bringing a large consortium together.

Looking forward in chatting soon, for the event at City Hall any Thursday Late March or early April is great, just let me know.

Have a great day !  
Michael Bryant  
[REDACTED]

**From:** Kelly Maloney <kmaloney@city.kawarthalakes.on.ca>

**To:** 'Michael Bryant, Managing Director' <[REDACTED]>

**Subject:** RE: Agricultural Renewal

**Date:** Tue, Nov 18, 2014 2:00 pm

---

Hi Michael and Pauline,

You would be on a good track in targeting an agri-tourism venture around apple picking. We get inquiries all the time in the fall, and we do not have any such attractions in Kawartha Lakes. Enthusiasts must go to Durham or Northumberland for that type of activity.

If you already have your Farm Business Registration Number, then you would qualify for Growing Forward cost share funding for implementation projects and for business planning financial assistance. Regardless of having your number, you could also attend the training programs which are offered, and would likely be beneficial in the areas of Business Planning, Environmental Farm Plans, and Food Safety. Information about these programs can be found here.

[http://www.ontariosoilcrop.org/en/programs/growing\\_forward\\_2.htm](http://www.ontariosoilcrop.org/en/programs/growing_forward_2.htm)

This is just a single point though in a much larger discussion I'd like to have with you. If you're interested, I'd like to invite you to book a consultation appointment with me and we can discuss your plans further. You are welcome to come to my office, or I can come to the farm.

Looking forward to seeing you,

Kelly Maloney

Agriculture Development Officer, Economic Development

City of Kawartha Lakes

[kmaloney@city.kawarthalakes.on.ca](mailto:kmaloney@city.kawarthalakes.on.ca)

Phone: 705 324 9411 extension 1208

**From:** Michael Bryant, Managing Director <[REDACTED]>

**Sent:** Tuesday, November 18, 2014 1:42 PM

**To:** Kelly Maloney

**Subject:** Agricultural Renewal

Dear Ms. Maloney

I hope that you are well, most recently we have acquired a very interesting location and a small farm in Kawartha Lakes at 598 Elm Tree Road, Little Britain. It has very unique and rich soil with a certain moisture content that seems very unique. It is adjacent to O'rielly Lane and next to the Lake as well.

On this property, we believe that we have what is called " Heritage Fruit " or Apple Trees that descended from Ireland or UK many, many decades ago. With this orchard it has been blossoming and neglected. Heritage Fruit is considered to be very much a Organic, Healthy and from the original sources of Apples in this area. Valentia was the old town and this site was on the old O'Rielly Farm and I am trying to determine if there is any programs or assistance to help us return this to a Heritage Apple Orchard. We believe it could have an attraction, employment and re-ignite the past for people today to be interested. With about 30-40 trees it is really quite large, there maybe some cross fruit as well that maybe very unique.

As, I drive around Kawartha Lakes there is much ,but I think that we may have uncovered a wonderful historic producing site that could be great for our City and Town of Valentia.

Looking forward in hearing from you.

Best Regards

Michael Bryant

& Pauline Kiely

**From:** Kelly Maloney <kmaloney@city.kawarthalakes.on.ca>  
**To:** Kelly Maloney <kmaloney@city.kawarthalakes.on.ca>  
**Subject:** Farmfest Hosts Planning Meeting - Thursday, July 28th 6:30 pm  
**Date:** Wed, Jul 6, 2016 1:12 pm  
**Attachments:** 201604Farmfest\_Host\_Application\_and\_Requirement.pdf (169K),  
201604Farmfest\_Host\_Application\_and\_Requirements.docx (66K)

---

Good afternoon Farmfest Hosts,

I would like to invite you to provide input into the planning for the 2016 Kawartha Farmfest.

Please plan to attend an **information/planning meeting on Thursday, July 28th at 6:30 pm in the Economic Development Boardroom** in the Lindsay Municipal Service Centre, at 180 Kent Street West. (Enter from the rear of the building through the grey steel door).

Kawartha Farmfest will be the weekend before Thanksgiving, on Saturday, October 1st. We would like to see all those who are interested in participating this year as a host site attend this meeting.

We have a few new farms expressing interest in participating as well as our returning favourites. This would greatly improve the offer to participants. This educational event allows consumers to get to know where their food comes from, and connect to local farmers. Everyone is welcome to attend this information and planning meeting, even if you have not made a decision yet on your farms participation for 2016. Please bring a friend who may be interested.

Please confirm your availability to attend this meeting. We will be no more than an hour to hour & a half.

I've also attached the host farm application form for you to begin filling out. Please feel free to forward it when you've got it done, or bring it to the meeting.

New ideas are always welcome. I hope you can join us.

Best regards,

**Kelly Maloney**

Agriculture Development Officer, Economic Development

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City of Kawartha Lakes

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Phone: 705 324 9411 extension 1208

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For business development information, visit [www.AdvantageKawarthaLakes.ca](http://www.AdvantageKawarthaLakes.ca)

For tourism information, visit [www.ExploreKawarthaLakes.com](http://www.ExploreKawarthaLakes.com)

For local food information, visit [www.KawarthaChoice.com](http://www.KawarthaChoice.com)

From: Dromoland Orchard & Stables <info\_dromoland@aol.com>

To: dsoule <dsoule@kawarthalakes.ca>; [REDACTED]

[REDACTED]

Subject: Re: Review your experience at the Planning Successful Festivals and Events Workshop

Date: Wed, Dec 13, 2017 11:16 am

Dear Debra

Thank you so much for organizing the " Planning Successful Festivals & Events ", it was an extremely informative with your Guest Speaker " Penni Holdham " and well organized. It was a great way for venues, businesses and eventing companies to learn, network and brainstorm. In addition, the VCCS was a great central location that was easy access and very comfortable with awesome lunches by local caterers.

As, well I really appreciated Laurie and your input on the new Web Sites, Funding and Insight !

I give the entire two days a 5 STAR Review !

Thanks so much for your invitation !

Have a great day

Best Regards

Michael Bryant

DROMOLAND ORCHARD & STABLES



598 Elm Tree Road, Little Britain, Ontario K0M 2C0  
Canada

Toll Free 1-800-979-2913 \* Tel 705-340-9880  
[www.dromoland.ca](http://www.dromoland.ca)

----- Original Message -----

From: Debra Soule <[dsoule@kawarthalakes.ca](mailto:dsoule@kawarthalakes.ca)>

[REDACTED]

Michael Bryant <[info\\_dromoland@aol.com](mailto:info_dromoland@aol.com)>;

-----  
--lyn.barton@settlersvillage.org; Shannon O'Connell  
--chell@kawarthalakes.mls.ca

Sent: Wed, Dec 13, 2017 10:38 am

Subject: Review your experience at the Planning Successful Festivals and Events Workshop

Hello to all Festivals and Events Workshop participants ~

As a follow-up to our workshop, I would like to ask if you would please write a review of the workshop identifying what you took away from it and how it will benefit you in your future endeavours. This will be extremely helpful in our future efforts to hold similar types of skills development events!

Please forward you short review to this email address.

**Debra Soule**

Economic Development Officer - Arts, Culture and Heritage Development Officer  
[dsoule@kawarthalakes.ca](mailto:dsoule@kawarthalakes.ca)

City of Kawartha Lakes  
180 Kent Street West, Lindsay, ON Canada K9V 2Y6  
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For business development information, visit [www.AdvantageKawarthaLakes.ca](http://www.AdvantageKawarthaLakes.ca)  
For tourism information, visit [www.ExploreKawarthaLakes.com](http://www.ExploreKawarthaLakes.com)

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MINISTRY OF AGRICULTURE, FOOD AND RURAL AFFAIRS

## Developing an Agri-Tourism Operation in Ontario

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### Introduction

Opening your farm gates to visitors involves shifting some of the focus of your operation from production to people. This shift involves innovation, business planning and, most of all, patience. Farm owners who have successfully integrated agri-tourism into their operations report that the transition has enhanced their lifestyle as well as their business.

Agri-tourism supports a growing desire by consumers to head outdoors and to the country for more leisure opportunities. The University of California's Small Farm Center defines agricultural tourism as "the act of visiting a working farm or any agricultural, horticultural or agribusiness operation for the purpose of enjoyment, education or personal involvement in the activities of the farm or operation." Agri-tourism is a subset of a larger recreational industry called rural tourism that includes visits to rural settings or rural environments to participate in or experience activities, events or attractions not readily available in urbanized areas.

### The Market

Ranked by survey results, the major reasons to go on vacation include:

- **To build and strengthen relationships** - The number one reason for going on vacation is to be together as a family. Agri-tourism destinations are traditionally family-focused.
- **To improve health and well-being** - Travellers want to refresh and renew themselves by actively participating in outdoor activities. Agri-tourism venues promote authentic outdoor activities and events.
- **To rest and relax** - Agri-tourism operations, particularly farm vacations, offer an excellent non-urban, peaceful environment for rest and relaxation.
- **To have an adventure** - Many look to vacations for exciting experiences that stir emotions. Agri-tourism operations pride themselves on adventure and fun. This may include activities as challenging as running through intricate corn mazes to hiking through an on-farm enchanted forest.
- **To escape** - Many people travel to take a break from routines, worry and stress. They are looking for something different: a better climate, natural scenery, a slower pace of life, cleaner air, quieter surroundings and more.
- **To learn** - Learning and discovery are strong motivators for many of today's travellers. People travel to learn or practise a language, study a culture, explore gourmet foods or wines, investigate spirituality, discover something about themselves. They want to touch, feel or taste something unfamiliar and authentic. Agri-tourism is a key segment of the tourism market that can offer the majority of our urban population a glimpse into the unfamiliar.

- **To reminisce** - Many people travel to relive fond memories. In the case of agri-tourism, some vacationers, especially older travellers, will visit a farm to rekindle memories of the simple, rural lifestyle they remember from childhood. These vacationers pay money for food, lodging, transportation and souvenirs, but they are really buying a sentimental journey.

### Do You Have What It Takes?

Developing a successful agri-tourism operation does not necessarily involve a huge investment in infrastructure or capital expenditures. In fact, many farm operators do not realize the agri-tourism potential their farm property holds. The first step is to assess your assets.

#### Physical Resources

**Land:** List what you have, including pasturelands, wood lots, cropland, wetlands, elevation, topography, etc. Check with your local municipality on what uses are permitted on the farm, based on the official plan and zoning by-law.

**Climate:** Consider weather patterns (rain, snow, humidity, wind) and temperature and how they may affect the types of activities you might provide.

**Infrastructure:** List what structures you could use - buildings, equipment, roads/trails, fences, commercial kitchen space, etc.

**Other attractions:** List those things already on your farm that might appeal to a visitor, such as wildlife, streams, ponds, fishing, livestock, proximity to natural or manmade points of interest, etc.

#### Operations and Management

**Owner/manager strengths and goals:** Owner/manager strengths and goals: List the intangible assets you have that can help you with a farm recreation operation, such as people skills, marketing ability, knowledge or skills such as maze building, livestock management, cooking, historical knowledge of the area, etc.

**Family and staff strengths and resources:** List any skills and strengths that family members or staff could add.

#### Activities

List activities you already do in your operation that might appeal to the public. Remember, what seems routine to you may be considered interesting to the non-farm public. Some examples might include on-site food production, machinery operations (including harvesting and planting), calving and/or lambing, trail rides and crop picking.

An advantage of agri-tourism is that there are so many potential customers. It is wise, however, to target the segments of the market that best suit your business goals:

- What kind of visitors do you want to attract?
- What kind of guests can you attract to your farm with the operation you have today?
- What kind of visitors will you be able to attract in the future

Identify your target market(s) by creating a profile of the customer you want to attract to your farm for both cultural and financial benefit:

- Who would you consider to be the ideal customer (families with young children, schoolchildren, etc.)?
- What characteristics do you want in your guests - independent types, action-oriented people, people looking for entertainment and activities, people seeking relaxation?
- Where do your preferred customers come from? (Ontario, out of province, out of Canada, urban, rural)?
- What are your customers' age groups - young, retired, variety?
- Are they single? Married?
- What is their income level?
- What is their party made up of?
- Do your customers include children?

- What are the hobbies/interests of your preferred customers?

The types of activities you can offer at your farm are many - you just have to use your imagination. Here are some suggestions:

- roadside stands and markets
- food activities - pick/cut/gather/grow/process your own
- farm activities - haying, threshing, plowing, fencing, sheep shearing, lambing, egg hatching
- bed and breakfast/farm vacations
- specialties - wine, cider, maple syrup, flowers, herbs
- animal feeding and petting areas
- seasonal festivals - fall harvest, Halloween, Christmas, spring, strawberry, sweet corn
- hay and/or sleigh rides
- hiking/scavenger hunts, Easter egg hunts
- birthday and corporate parties
- family reunions
- horseback riding
- photography/painting
- school tours and summer day camps
- cross-country skiing/snow shoeing/snowmobiling
- historical interpretation and re-enactments
- mazes, rock climbing
- wildlife viewing - birds, deer, etc.
- scarecrow-making, pumpkin carving/painting
- theatrical or puppet shows and musical events
- community charity events
- movie shoots
- farm dinners or culinary events
- classes - cooking, flower arranging, canning, etc.

### **Strengths, Weaknesses, Opportunities and Threats - The SWOT Analysis**

Like any new business venture, the development of a comprehensive business plan is crucial. Conduct a "SWOT" analysis examining the Strengths, Weaknesses, Opportunities and Threats such a venture might present at your location. However, another priority is to ask yourself: Do I want to have the public on my farm? Do I like dealing directly with the consumer? Am I prepared to spend every weekend during peak season tied to the farm? Am I prepared to accept the liability of having traffic and people on my farm? In other words, with an agri-tourism business, your farm will no longer be your private sanctuary.

Here are some helpful tips if you are considering such a venture:

- Explore land use planning requirements in your municipality that may affect what you can do on your farm.
- Explore potential tax implications. Contact the Municipal Property Assessment Corporation (MPAC) for information about the impact that value-added or diversified uses can have on property assessment. Work with your farm business accountant to understand other potential tax implications with the Canada Revenue Agency. Find out the type and scope of liability insurance required for hosting the public on your property.

- Inform your neighbours of potential changes to your farm operation, discussing both impact and opportunities.
- Examine existing buildings and structures on your property to see if they are suitably located and conducive to the types of products and activities you will be offering to the public. Check with the local building department to see whether there might be Building Code implications with a change in use of a building.
- Check to see what limitations there may be on posting signage attracting customers to your property. Consult your municipality.
- Ensure safe and easy access to your property along with sufficient off-road parking. Consult your municipality.
- If you plan on people staying for long periods of time, provide sufficient and sanitary washroom facilities, including hand washing stations - particularly when people, food and animals are involved.
- If you plan to prepare and serve food on your premises, contact your local public health unit to ensure regulations are met.
- Provide safe and efficient on-farm transportation, if required.
- Have friendly, outgoing, well-trained and customer-focused employees.
- Adhere to labour laws and regulations to meet employment standards for staff.
- Visit existing agri-tourism destinations and reach out to operators and staff to get advice and learn from their experience.

### The Next Step - Marketing

Now that you've done an assessment of your property, identified your target market and potential activities, and conducted a SWOT analysis, the next step is to ensure you properly market your agri-tourism enterprise. It is not always a case of "if you build it, they will come" - you have to have an effective marketing plan to attract customers and keep them coming back. Marketing can be as simple as word-of-mouth referral, or involve a regional, national or international media campaign. Direct your marketing style and message to your identified audience. Anything you print or place online must reflect these selling points in a neat, high-quality, tasteful presentation.

### The Three Basics of Advertising

**The message:** Focus on two or three strong selling points and additional information about your products and services. You want to tell the customer about the type of activity or enterprise you offer, additional goods and services, directions to your location and costs of the activities. Try to be original in your marketing. Keep your message simple. You can refer people to a website or invite them to email or call for more details. Make certain the goods and services advertised represent what you can deliver.

The message that you convey through advertising and the day-to-day operations of your business should be reflective of your brand. Here are some (of many) definitions of brand to consider:

- Branding is the art of aligning what you want people to think about your company with what people actually do think about your company<sup>1</sup>.
- A brand is essentially a container for a customer's complete experience with the product or company<sup>2</sup>.
- Branding is the representation of your organization as a personality<sup>3</sup>.

**The medium:** Marketing includes a wide range of activities, from public relations and advertising, to promotions and trade shows. Paid advertising is the most expensive approach. Carefully consider all forms of media and focus on those that fit your budget, brand and reach your target audience. They may include billboards/road signs, brochures, co-operative ads, newsletters, magazines, newspapers, radio, website, television, trade journals, visitor's bureau, social media or word-of-mouth referrals.

**The target audience:** Which market segment(s) you wish to target will determine the type of advertising and the best media placement (medium that capture the attention of your target market segment).

How much you decide to spend on marketing will largely depend on the size and type of your operation, the medium you select and the number of times you repeat any advertisements. New operations typically spend 10%-25% of total operational costs on specific marketing efforts. Take the opportunity to question and survey customers about how they found out about your operation. Collecting this type of information enables you to measure success and fine-tune your advertising approach moving forward. With time and an established reputation, costs for marketing are usually reduced to below 5% of gross income from an agri-tourism enterprise.

### **The Importance of Public Relations**

Public relations are defined as the creation and maintenance of a favourable image. It is part of marketing and advertising, but it goes further. As a landowner, you should always be concerned with your business image. Your public relations goals can range from clients' satisfaction with their experience, to acceptance of your operation by neighbours, local community leaders and the general public. It is also worth the effort to foster the support of neighbours, provincial and federal agencies, local police and law enforcement personnel, citizen groups and your local Chamber of Commerce or Visitors Bureau. Your online presence (website, social media, etc.) also contributes to your public image.

1. *Jay Baer, Convince & Convert. Author, with Amber Naslund, of The Now Revolution*
2. *Sergio Zyman, Author of The End of Advertising As We Know It*
3. *Dave Kerpenn, Likeable Media. Author of Likeable Social Media*

Many agri-tourism operations are within a two-hour drive of large urban areas (Toronto and Ottawa), which together represent about 75% of the province's population. This increased urbanization of Ontario's domestic market has resulted in consumers wanting to "experience" authentic outdoor farm activities.

### **The Importance of Relationship Marketing**

Happy customers become loyal customers and become the key to long-term success: They will return, and they will tell their friends about your operation. Learn their names. Remember what they like and have it ready for them. Always ask your customers what they liked about their stay and what could be improved. The little touches make all the difference.

Develop a method for regular communication: This could take many forms including an email newsletter or developing a social media following. You may offer incentives (draws, contests, etc.) for customers that provide their contact information or engage with you on social media. Be sure to have permission, and follow regulations, when collecting and using email addresses.

Take care of details: Make sure that your telephone is answered professionally, emails are responded to quickly, your website is updated regularly and customer concerns or complaints are dealt with efficiently and effectively. Addressing concerns or complaints promptly is especially important on social media or other online platforms where other existing or prospective customers may view the critique.

Tell the community about your business: Join the local Chamber of Commerce, local food and/or tourist association. Talk to neighbouring farms, service stations, retail outlets, etc. Give other retailers your brochure and make sure that people in your area know about you. Start close to home, at first, and move out gradually. Remember, it is more important to complement than to compete with other local businesses that are also looking to attract visitors. Explore opportunities to promote collectively, such as local food or tourism trails or maps.

Send information about your company to relevant media: Send them news releases and story ideas. Invite them for a free visit/tour or an open house. You may reach out to media through mailings, emails, phone calls or social media. Think of things that would interest them (e.g., if you operate a pick-your-own strawberry farm, send the editor a basket of strawberries to promote that you are open for business)

### **Risky Business**

Agri-tourism involving farm visits implies risks and potential liability to the farm owner should accidents occur. It is necessary, therefore, to develop sensible risk management strategies to minimize your liability exposure. Safety is your first priority when opening your farm gates to visitors. Your visitors' safety is largely your responsibility. See the OMAFRA Factsheet Managing Risk on Farms Open to the Public, available on the OMAFRA website at [ontario.ca/agbusiness](http://ontario.ca/agbusiness).

## Helpful Contacts/Resources

### Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA)

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) has created a number of Factsheets and related information dealing with business planning and marketing found by searching [ontario.ca/agbusiness](http://www.ontario.ca/agbusiness) <<http://www.ontario.ca/agbusiness>>.

Agri-tourism adds value to your existing farm operation. For more information, see the Beyond Production Agriculture business information bundle and the Direct Farm Marketing business resources also found by searching [ontario.ca/agbusiness](http://www.ontario.ca/agbusiness) <<http://www.ontario.ca/agbusiness>>.

### Ontario Farm Fresh Marketing Association (OFFMA)

If you want to learn from other farmers who have successfully opened their gates to the public, the Ontario Farm Fresh Marketing Association (OFFMA) has over 300 members ranging from modest pick-your-own farms to elaborate entertainment farms attracting thousands of visitors annually. OFFMA offers its members training and resources to assist in their marketing efforts. Workshops focus on current issues and opportunities within the industry.

Tel: 905-841-9278

Email: [info@ontariofarmfresh.com](mailto:info@ontariofarmfresh.com)

Website: [www.ontariofarmfresh.com](http://www.ontariofarmfresh.com) <<http://www.ontariofarmfresh.com>>

### Farm Management Canada

See the publication Cultivating Agri-Tourism - Tools and Techniques for Building Success

Website: [www.fmc-gac.com/publications/cultivating-agritourism-tools-techniques-building-success](http://www.fmc-gac.com/publications/cultivating-agritourism-tools-techniques-building-success) <<http://www.fmc-gac.com/publications/cultivating-agritourism-tools-techniques-building-success>>

### North American Farmers' Direct Marketing Association (NAFDMA)

Conferences, international farm tours, workshops and related publications offered through NAFDMA provide members with the opportunity to network on the profitability of direct marketing.

Website: [www.nafdma.com](http://www.nafdma.com) <<http://www.nafdma.com/>>

For more information:

Toll Free: 1-877-424-1300

E-mail: [ag.info.omafra@ontario.ca](mailto:ag.info.omafra@ontario.ca)

# DROMOLAND ORCHARD & STABLES

March 23, 2019

Jocelyn Beatty  
OMAFRA  
Province of Ontario  
6484 Wellington Rd 7,  
Elora, Ontario  
N0B 1S0

Dear Jocelyn

Thank you sincerely for your assistance in regards to the serious issues that we and our Agri-Tourism Farm Business find ourselves in with The City of Kawartha Lakes. We are essentially dealing with CKL Economic Development promoting and urging us on in a Farm Gate and Agri-Tourism Business, and then once the business is up and running Planning and Municipal Enforcement harassing us including our guests, staff and land owners with antiquated zoning, and agriculture bi-laws dating back to 2014. It maybe even longer as it still appears as Township of Ops on Zoning Documents which is not any longer in operation after amalgamation to the City of Kawartha Lakes, Ontario.

Below you will find our *Farm Details* as discussed along with the Township of Ops Zoning, and the two Omafra documents that the CKL refuses to update to agricultural use.

Site: o/a Dromoland Orchard & Stables  
2491420 Ontario Inc  
598 Elm Tree Rd  
Little Britain, Ontario K0M2C0

[info\\_dromoland@aol.com](mailto:info_dromoland@aol.com)

Tel: 1-705-340-9880 [www.dromoland.ca](http://www.dromoland.ca)

## Zoning 2014 City of Kawartha Lakes

<https://www.kawarthalakes.ca/en/business-growth/resources/Planning-and-Development-Docs/Ops---ZBL-93-30---modified.pdf>

## OMAFRA FACTS & GUIDELINES

[www.omafra.gov.on.ca/english/busdev/facts/16-029.htm](http://www.omafra.gov.on.ca/english/busdev/facts/16-029.htm)

<http://www.omafra.gov.on.ca/english/busdev/facts/15-005.htm>

## HISTORY

In 2014, I had met with then CKL Mayor Rick McGee, and Economic Development Director Lance Sherk. My wife and I hosted and chaired the 16th annual Dave Devall Charity Golf Tournament. Charitable Proceeds being divided between The Humane Society and Women's Resources in the City of Kawartha Lakes. At this time I was instrumental in having Mayor Rick McGee present and honour Mr. Devall, he received "The Key to the City of Kawartha Lakes" in acknowledgement of his contributions to the community and charities. (Dave Devall is retired CTV Weatherman, and Guinness Book Record holder of longest consistent broadcaster - 48 years)

Most importantly, the Mayor and Director discussed numerous times about Agri-Tourism, the new and rising plans of how it stands to be an exciting new economic era for farms close to Greater Toronto Area in CKL. In 2014, we located a small farm that was once part of a 1000 acre parcel in the 1850's, but this 4.9 acres was ravaged with the invasive Buckthorn weeds that covered over 80 % of the property. A few Apple Trees caught my interest as well and the culture and history of the area was interesting and exceptional.

At that same time, Economic Development Director Lance Sherk and Kelly Maloney expressed the great need for Commercial Apple Orchard Farm for Produce, Events and Equine Experience

and Tourism. Discussions about how South Pond Farms and Eco-Shire Farms were moving along organizing Agri-Tourism as reference we could identify with. The major point though was that in City of Kawartha Lakes had no commercial Apple Orchards left as removed during the decades before.

In November 2014, we acquired 598 Elm Tree Road, Little Britain in The City of Kawartha Lakes and began the remediation and development of the Farm. In 2015, Kelly Maloney of CKL and Elaine Fooks, Judy Cooks of OMAFRA assisted us greatly in many details to guidelines, seminars, sites, financing and all the points we needed to bring back to life this 150 year old heritage, organic, apple orchard. First of all Zoning with MPAC was confirmed as Agricultural with adjustments and then we began the daunting resurrection.

In a beneficial working relationship Sir Sanford Fleming College, an Arborist Professor named Tom Mikel assisted and determined what we were dealing with, he believed that saving the Apple Orchard and 250 trees was possible. In February of 2015 approximately 200 arborist students arrived for a week to be educated, and start the revival with our staff. We worked diligently to prune and revive the heritage organic apple orchard. No less than a ton of Buckthorn, debris and deadwood was removed, burned and we then excavated for proper drainage to assist the trees. Almost 5 years of investment and hard work created as most say, a magnificent sanctuary on a farm, and a haven for Bees and Pollinators due to the Fresh Water & Eco-site with the Apple trees and Blossoms. Our site has never been sprayed by any chemicals.

*This work resulted in a bumper crop of 7 varieties of* predominantly cider apples and other edible grades. We hire local people and students to help maintain the orchard, pick and press apples to produce delicious and nutritious apple cider. We also made organic apple cider vinegar, and one variety of a Courtland type apple were useful specifically for baked goods.

In 2015, my wife and I added Horseback Riding Lessons, and we also added 8 laying hens, and raised 200 meat Chickens as well onsite for sale and all inspected by Ontario Approved Poultry Processing facility in Omemee.

We ran Events like the Dromoland Indie Authors Festival where we had over 40 vendors including mainstream award winning authors, self-published authors, publishers, and celebrities. This two-day event was done in conjunction with The City of Kawartha Lakes Libraries and Mayor Andy Letham. It was attended by Member of Parliament Jamie Schmale, and Counselor Pat O'Reily. Of course promoting farm life, selling our products and generating income and tourism to the community.

In 2016 and 2017 Dromoland Orchards & Stables was part of Farm Fest, an agricultural awareness event hosted by The City of Kawartha Lakes. We were a big hit offering free pony rides, live music, petting area, and walks through our Fairy Forest for kids. We offered local sausage on a bun and homemade apple crisp with Kawartha Lakes Ice Cream at a nominal fee. Patrons are charged \$5. by The City of Kawartha Lakes which was collected and paid to the City.

During the summers of 2016 and 2017 we hosted [www.we.org](http://www.we.org) for children on Wednesdays. Every week 35 to 50 children from all over the world came to Dromoland, and we fine tuned a little Forest for education and fun for kids, and discussed apple farming, and various points related to agriculture and horsemanship. These children sincerely enjoyed their time in nature, petting pet rabbits, and feeding the laying hens. This was voluntarily no charge as well to help kids understand farming and the opportunities in it.

You will notice that the Dromoland Orchard & Stables is on the CKL Tourism Website  
[https://www.explorekawarthalakes.com/en/resources/Arts\\_and\\_Heritage\\_Trail\\_Accessible\\_Document\\_-\\_V2-Final.pdf](https://www.explorekawarthalakes.com/en/resources/Arts_and_Heritage_Trail_Accessible_Document_-_V2-Final.pdf)

Kawartha Farmfest <https://www.kawarthalakes.ca/en/business-growth/kawartha-farmfest.aspx> ( City Event)

### Arts & Heritage Trail

<https://www.explorekawarthalakes.com/en/explore/arts-and-heritage-trail.aspx> ( City Membership)

### Kawartha Lakes Arts Council

<http://www.kawarthalakesartscouncil.com/> ( Community )

We have been visited by thousands of families, couples and kids to Dromoland Orchard & Stables for day trips and tours of the Apple Orchard, Picking & Pressing, Riding Horses, Photography, Forest Bathing, Events, Kids Horse Seminars, Senior Excursions, Free Family Events for Kids, Private Family Events on the Farm all within the boundary of what Farm Gate and what was allowed in the documentation provided to me. We are now # 1 on TRIPADVISOR.COM for Things To Do In Kawartha Lakes.

[https://www.tripadvisor.ca/Attraction\\_Review-g11737808-d9810936-Reviews-Dromoland\\_Orchard\\_Stables-Little\\_Britain\\_Kawartha\\_Lakes\\_Ontario.html](https://www.tripadvisor.ca/Attraction_Review-g11737808-d9810936-Reviews-Dromoland_Orchard_Stables-Little_Britain_Kawartha_Lakes_Ontario.html)

At our Family Events we provide our own food including apples products with local workers and assets. Families provide their beverages, permits, insurance, decorating and ministers/speakers/entertainment and we charge nothing for this. We also have now added Bus Service and Community Trolley for bringing guests to and from hotels to our location for everyone's enjoyment and Agri-Tourism Development.

I attended various seminars conducted to promote, educate and train us for Agri-Tourism and Tourism over 4 years by these organizations. City of Kawartha Lakes Economic Development, Ministry of Agriculture, Ministry of Tourism by the Province.

In spring of 2016, we had a City of Kawartha Lakes official "Bylaw Officer " who toured our site and asked about what we were planning and doing. I explained fully and his comments were we

have wonderful place for families and that we were permitted to have events we were doing. I explained that we are selling our goods, equestrian services, and clients are Free to do their own style of family event, reunion, birthday, reception and if desired a ceremony at "No Charge." Couples could enjoy our apple orchard and have their own religious ceremony "Free".

I am not Minister nor is my wife, we are not a church, we are not in any way preparing or signing any Wedding Documents. We allow people to enjoy this wonderful site and earn a living from farm foods and activities as we were advised we could do.

In September 2018, the Licensing Officer at City of Kawartha Lakes filed her own complaint against us, a Municipal Officer abruptly showed up during an event without notice. Having the Bylaw Officer in UNIFORM upset our guests, and confused and undermined their special day. It was embarrassing for us, our staff and the community. I explained to the Bylaw Officer these activities fall under Farm Gate, and is permitted by the Province of Ontario. This Officer was unaware of this. I was told to finish up the year and abide by noise by-laws which we always work to achieve. At the same time another farm South Pond Farm was having events as we do with the same harassment we are enduring. [www.southpondfarms.ca](http://www.southpondfarms.ca)

In February, 2019, a letter to our family indicated a Violation of Activity on the Property with Penalties and Fines up to \$ 50,000 from City of Kawartha Lakes Municipal Enforcement. A list of antiquated business activities on Agricultural Properties was in the letter, in total contravention to advice from Economic Development of CKL and Seminars with Tourism, Agriculture of Province Ontario.

We have invested over \$450,000 plus in revival of the property, \$ 200,000 in assets and almost 5 years of hard work to revitalize and create a 5 Star Agri-Tourism site, plus the investment in the land through family partners. In Little Britain we are in a depressed Economic Area. There is no new business openings, no jobs, no economic development in our community to speak of.

DROMOLAND ORCHARD & STABLES –We create Agriculture  
Commerce, Tourism, Real Employment and Economic  
Development as follows:

Purchasing Needs from Local Farms  
Trades People and Property Maintenance  
Employing Young People  
Staff & Servers  
Apple Picking  
Chicken Growing and Processing  
DJ's & Musicians  
Photographers  
Clothing Rentals  
Florists  
Equine Event Equipment  
Feed Companies  
Hotels, Motels and Gasoline  
Restaurants  
Permits to the City, Province  
Insurance  
Charity Group Support to Lions Club  
Museum & Tour Visits

Premier Doug Ford recently said, "We Are Open for Business in Ontario," I don't think we are, we are suffering a very hard period by having to freeze all bookings, reservations and agri-tourism events due to the City of Kawartha Lakes antiquated zoning & understanding of provincial guidelines. My belief is that it is not Walmart, Stores, Factories that will build our community with good jobs, sustainable business, eco-friendly development it is Agri-Tourism and is contrary to our municipal beliefs. Hundreds of Agri-Cultural Tourism is the way forward in CKL as proven in other regions of Ontario and Canada. It is being stifled by a Bureaucracy where CKL Economic Development & Planning, Zoning, Enforcement to do not communicate as they should and interact with business. It is very apparent that our Depressed Economic Crisis in Kawartha Lakes is directly linked to this nightmare at CKL.

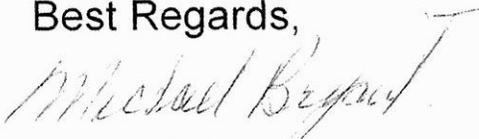
I would ask you to please discuss this issue with

Ron Taylor CAO  
City of Kawartha Lakes  
e-mail – [rtaylor@kawarthalakes.ca](mailto:rtaylor@kawarthalakes.ca)  
Telephone: 705-324-9411 ext: 1296

I have organized and completed every step necessary and followed the Guidelines presented at the Seminars, Meetings, Requirements and I believe that the City of Kawartha Lakes is negligent in following the Province of Ontario upgrades to Agri-Tourism on Farms in our area. Viciously has harmed my Business Community, Employment and Thousands of Visitors to our Farm.

I trust you will see our plight and hope that this can be rectified so that we don't have to close our doors and lose all the clients and good work we have accomplished.

Best Regards,



Michael Bryant

Dromoland Orchard & Stables  
2491420 Ontario Inc  
598 Elm Tree  
Little Britain, Ontario K0M2C0  
[www.dromoland.ca](http://www.dromoland.ca)  
705-340-9880  
[Info\\_dromoland@aol.com](mailto:Info_dromoland@aol.com)

**From:** Beatty, Jocelyn (OMAFRA) <Jocelyn.Beatty@ontario.ca>  
**To:** id you <info\_dromoland@aol.com>  
**Subject:** RE: Agri-Tourism Difficulties in City of Kawartha Lakes  
**Date:** Fri, Apr 5, 2019 3:27 pm

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Hi Michael,

My apologies for the delay in getting back to you. I have had a chance to look at the materials you have sent to me, these were very helpful and allowed me to get a better understanding of your situation. I can offer the following comments:

Like many municipalities across the Province, the City of Kawartha Lakes has not yet incorporated the most recent policy direction into their planning documents. The Official Plan review process (and subsequent comprehensive zoning by-law process) will be an opportunity to bring local planning documents into conformity with the Provincial Policy Statement, 2014 and associated guidance documents. This process can be quite lengthy, as it involves public notification and engagement (as well as dealing with a multitude of different policy topics). The province is the approval authority of the City of Kawartha Lakes' Official Plan and will work with the City when they move to update their Official Plan to ensure that matters of provincial interest are considered adequately.

This being said, even with updated planning document, municipalities may require approval processes to permit certain uses such as events. Not all permitted uses would be expected to be permitted "as-of-right"; some would require additional justification or documentation to ensure that things such as compatibility are met.

In the meanwhile, I would strongly encourage you to connect with planning staff with the City of Kawartha Lakes. Based on the letter you have provided me, it does not appear as if City planning staff have been engaged. Meeting with local planning staff will help ensure everyone is on the same page in terms of the range of uses that would be considered permitted under the existing Official Plan and zoning. There may be certain uses that are considered permitted as-of-right, and some which may require extra parameters placed on them or justification to ensure conformity.

Best,

Jocelyn

**From:** id you <info\_dromoland@aol.com>  
**Sent:** 5-Apr-19 12:33 PM

**To:** Beatty, Jocelyn (OMAFRA) <Jocelyn.Beatty@ontario.ca>

**Subject:** Agri-Tourism Difficulties in City of Kawartha Lakes

Hi Jocelyn

I hope that you are well, just wanted to touch base with you if you had reviewed my letter and any status on our Agri-Tourism issue in City of Kawartha Lakes. Spring is coming and were hoping that we can get them to resolve and update rural uses.

Have a great day !

Best Regards

Michael Bryant

**DROMOLAND ORCHARD & STABLES**

**2491420 Ontario Inc**

598 Elm Tree Road, Little Britain, Ontario K0M 2C0

Canada

Toll Free 1-800-979-2913 \* Tel 705-340-9880

[www.dromoland.ca](http://www.dromoland.ca)

# **The Corporation of the City of Kawartha Lakes**

## **Minutes**

### **Committee of the Whole Meeting**

**COW2019-05**

**Tuesday, May 7, 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.**

**1. Call to Order**

Mayor Letham called the Meeting to order at 1:00 p.m. Deputy Mayor Elmslie and Councillors R. Ashmore, P. Dunn, P. O'Reilly, T. Richardson, K. Seymour-Fagan, A. Veale and E. Yeo were in attendance.

CAO R. Taylor, City Clerk C. Ritchie, Administrative Assistant S. O'Connell, City Solicitor R. Carlson, Directors C. Marshall, C. Shanks, J. Stover and R. Sutherland were also in attendance.

**2. Adoption of Agenda**

**CW2019-106**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Richardson

**That** the Agenda for the Open Session of the Committee of the Whole of Tuesday, May 7, 2019, be adopted as circulated and with the following amendments:

**Addition:**

Item 6.2.2

Correspondence - Boys and Girls Clubs of City of Kawartha Lakes Water Park Construction

Amy Terrill, Executive Director, Boys and Girls Clubs of Kawartha Lakes

**Carried**

**3. Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**4. Deputations**

4.1 COW2019-05.4.1

**Property Taxes and Water Bills in the City of Kawartha Lakes**

Jan Evans

Jan Fyvie

Ms. Evans and Ms. Fyvie were not present at the meeting.

4.2 COW2019-05.4.2

**Encouraging Entrepreneurial Agri-Tourism Across City Divisions**

Dromoland Orchard and Stables

Michael Bryant

Pauline Kiely

Michael Bryant, of Dromoland Orchard and Stables, provided an overview of the event services that they offer at Dromoland. Mr. Bryant summarized the challenges that they have encountered with zoning issues, by-law enforcement and surrounding landowners regarding the use of their property as a site for agri-tourism.

**CW2019-107**

**Moved By** Councillor Veale

**Seconded By** Councillor Seymour-Fagan

**That** the deputation of Michael Bryant and Pauline Kiely, of Dromoland Orchard and Stables, regarding encouraging entrepreneurial agri-tourism across city divisions, be received.

**Carried**

4.3 COW2019-05.4.3

**Opposition to Events at Dromoland Orchard and Stables**

Jeremy Lamperd

Jeremy Lamperd advised that he owns property adjacent to Dromoland Orchard and Stables. Mr. Lamperd spoke in opposition to the use of Dromoland as a wedding venue and challenged the use of the property as a site for agri-tourism.

**CW2019-108**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Veale

**That** the deputation of Jeremy Lamperd, regarding opposition to events at Dromoland Orchard and Stables, be received.

**Carried**

**5. Presentations**

5.1 COW2019-05.5.1

**Otonabee Region Conservation Authority Update**

Dan Marinigh, CAO/Secretary-Treasurer

Dan Marinigh, CAO/Secretary-Treasurer, for the Otonabee Region Conservation Authority provided an overview of the projects that were undertaken by the Authority in 2018 and provided an outline of their anticipated work plan for 2019. Mr. Marinigh also highlighted that the Otonabee Region Conservation Authority will be celebrating its 60th anniversary in the fall of 2019.

**CW2019-109**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Richardson

**That** the presentation by Dan Marinigh, CAO/Secretary-Treasurer for Otonabee Region Conservation Authority, regarding the Otonabee Region Conservation Authority Update, be received.

**Carried**

5.2 COW2019-05.5.2

**Office of Strategy Management Program Update**

Ron Taylor, CAO

Brenda Stonehouse, Strategy and Performance Specialist

Denise Williams, Strategy and Performance Specialist

Ron Taylor, CAO, Brenda Stonehouse, Strategy and Performance Specialist, and Denise Williams, Strategy and Performance Specialist, provided an overview of the Office of Strategy Management Program. The overview included how the Program was initially established and how it will be involved within the new strategic plan process.

**CW2019-110**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Deputy Mayor Elmslie

**That** the presentation by Ron Taylor, CAO, Brenda Stonehouse, Strategy and Performance Specialist, and Denise Williams, Strategy and Performance Specialist, regarding the Office of Strategy Management Program Update, be received.

**Carried**

6. **Consent Matters**

6.1 Reports

6.1.1 CORP2019-011

**2018 Q4 Capital Close**

Nicole Owens, Junior Accountant  
Carolyn Daynes, Treasurer

**CW2019-111**

**Moved By** Councillor Dunn

**Seconded By** Councillor Seymour-Fagan

**That** Report CORP2019-011, **2018 Q4 Capital Close**, be received;

**That** the capital projects identified in Attachment A to Report CORP2018-011 be approved to be closed due to completion;

**That** the balances in the table below as per Attachment A be transferred to or from the corresponding reserves;

|  |              |
|--|--------------|
| Capital Projects Reserve               | \$257,398.86 |
| Victoria Manor Capital Project Reserve | \$9,759.10   |
| Public Works Fleet Reserve             | \$4,951.00   |
| Sewer Infrastructure Reserve           | \$287,027.51 |

**That** project 928170201 – Transit Scheduling System be reopened and an additional \$12,486.89 from Gas Tax Reserve be allocated to 928170201 – Transit Scheduling System to fund the project deficit and bring the balance to zero; expenses that were incorrectly allocated to operating;

**That** project 953100101 – Bobcaygeon Library Expansion be reopened to allow a refund in the amount of \$15,002.31 from the cancelled project to be returned to Capital Reserves;

**That** project 953180102 – City Hall HVAC be reclassified as a multi-year project with a closing date of December 31, 2021;

**That** project 953190102 – City Hall HVAC be closed and the remaining budget of \$619,268.02 and expenses of \$731.98 be transferred to 953180102 – City Hall HVAC;

**That** project 953190104 – City Hall Lighting Systems be closed and the remaining budget of \$99,268.02 and expenses of \$731.98 be transferred to 953180102 – City Hall HVAC;

**That** project 953190103 – City Hall Council Chambers and Victoria Room be closed and the budget of \$38,000.00 be transferred to 953180109 – City Hall Council Chambers and Victoria Room;

**That** the following projects be granted an extension to June 30, 2019:

- 928170401 – Upgrade/Replace Client Hardware
- 932170201 – Bethany Fire Station Replacement
- 932170901 – Bunker Gear
- 953170200 – Building Services
- 983150600 – Urban/Rural Reconstruction Project
- 998151201 – Lindsay WPCP Upgrades
- 998152200 – Glenelg St E – Watermain Design & Replacement

**That** the following projects be granted an extension to December 31, 2019:

- 928171901 – Purchase Parks & Recreation Software
- 932172201 – Coboconk Fire Hall Upgrades
- 983160600 – Urban/Rural Reconstruction Project
- 983170100 – Bridge Program
- 983170300 – Urban/Rural Reconstruction Project
- 983170800 – Road Restoration for WWW Projects
- 983171101 – Traffic Signals
- 983180100 – Bridge Program
- 983180300 – Urban/Rural Reconstruction Program
- 998160201 – Water Operations Monitor System
- 998160501 – Pinewood Production Well
- 998160800 – Fenelon falls Watermain Upgrades

- 998161100 – Peel/York Street Watermain Design
- 998161501 – Wastewater Operation Monitoring Systems
- 998170100 – Watermain Replacement Program
- 998170300 – Water Distribution & WW Collection Program
- 998170601 – Fenelon Falls Water Treatment Plant Upgrades
- 997130801 – Eldon Landfill Siteworks
- 997141000 – Landfills, Cell Construction

**That** the following projects be granted an extension to December 31, 2020:

- 932130701 – Paramedics Central Training Facility
- 998151701 – Colborne St SPS Upgrades
- 998161701 – Lindsay WPCP Upgrades
- 998170500 – Wastewater Treatment Program
- 987180100 – Airport Siteworks

**That** \$1,700.00 of surpluses left in C0198 and C0161 from unpayable holdbacks be transferred to the Capital Reserves;

**That** \$14,253.60 of surplus left in WW1424 from holdbacks being held for deficiencies be transferred to the Water Infrastructure Reserve; and

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

**Carried**

#### 6.1.2 ED2019-014

##### **Agricultural Development Advisory Committee 2019 Work Plan**

Kelly Maloney, Agriculture Development Officer

##### **CW2019-112**

**Moved By** Councillor Veale

**Seconded By** Councillor O'Reilly

**That** Report ED2019-014, **Agricultural Development Advisory Committee 2019 Work Plan**, be received;

**That** the 2019 Agricultural Development Advisory Committee Work Plan, as outlined in Appendix B to Report ED2019-014, be approved; and

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

**Carried**

6.1.3 PLAN2019-029

**Metrolinx Telecommunication Facility Agreement**

Ian Walker, Planning Officer – Large Developments

Robyn Carlson, City Solicitor

**CW2019-113**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Richardson

**That** Report PLAN2019-029, **Metrolinx Telecommunication Facility Agreement – D44-17-001**, be received for information; and

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

**Carried**

6.1.4 ENG2019-010

**Consolidated Stop Control Review on Various Roads**

Joseph Kelly, Senior Engineering Technician

**CW2019-114**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Veale

**That** Report ENG2019-010, **Consolidated Stop Control Review on Various Roads**, be received;

**That** an all-way stop with flashing beacons be installed at the intersection of Sturgeon Road and Peace Road;

**That** an all-way stop be installed at the intersection of Francis Street East and Concession Road;

**That** an all-way stop be installed at the intersection of Stinson's Bay Road and Graham Drive;

**That** an all-way stop be installed at the intersection of Quaker Road and Taylor's Road;

**That** an all-way stop be installed at the intersection of Quaker Road and Eden Road;

**That** an all-way stop be installed at the intersection of Summer Drive and Ball Point Road;

**That** a stop control be installed on the west approach of Champlain Boulevard at Springdale Drive;

**That** a stop control be installed on Strawberry Street at Naylor Road;

**That** a stop control be installed on Lyles Line at Devitt's Road;

**That** the necessary By-laws for the above recommendations be forwarded to council for adoption;

**That** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this decision; and

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

**Carried**

6.2 Correspondence

6.2.1 CC2019-05.6.2.1

**Memorandum - Styrofoam Ban in Kawartha Lakes**

Kathleen Seymour-Fagan, Councillor

**CW2019-115**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Richardson

**That** the May 7, 2019 memorandum from Councillor Seymour-Fagan regarding a **Styrofoam Ban**, be received;

**That** staff review the feasibility of banning Styrofoam and Single Use Plastics from the City of Kawartha Lakes, in consultation with the Waste Management Advisory Committee and local Chambers of Commerce;

**That** staff provide a report to Council by the end of Q4 2019 with a summary of the feasibility review for banning the use of Styrofoam and Single Use Plastics

and/or the effective management of Styrofoam and Single Use Plastics as waste products; and

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

**Carried**

6.2.2 CC2019-05.6.2.2

**Correspondence - Boys and Girls Clubs of Kawartha Lakes Water Park Construction**

Amy Terrill, Executive Director, Boys and Girls Clubs of Kawartha Lakes

**CW2019-116**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Dunn

**That** the May 2, 2019 correspondence from Amy Terrill, Executive Director, Boys and Girls Clubs of Kawartha Lakes, regarding the Boys and Girls Clubs of Kawartha Lakes Water Park Construction, be received.

6.3 Items Extracted from Consent

7. **Closed Session**

8. **Matters from Closed Session**

9. **Adjournment**

**CW2019-117**

**Moved By** Councillor Yeo

**Seconded By** Councillor O'Reilly

**That** the Committee of the Whole Meeting adjourn at 2:33 p.m.

**Carried**

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

**The Corporation of the City of Kawartha Lakes**  
**Minutes**  
**Committee of the Whole Meeting**

**COW2019-06**  
**Thursday, May 9, 2019**  
**Open Session Commencing at 7:00 p.m.**  
**Little Britain Arena**  
**9 Arena Road, Little Britain**

**Members:**  
**Mayor Andy Letham**  
**Deputy Mayor Doug Elmslie**  
**Councillor Ron Ashmore**  
**Councillor Pat Dunn**  
**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.**

**1. Call to Order**

Mayor Letham called the Meeting to order at 7:00 p.m. Deputy Mayor D. Elmslie and Councillors R. Ashmore, P. Dunn, P. O'Reilly, T. Richardson, K. Seymour-Fagan, A. Veale and E. Yeo were in attendance.

CAO R. Taylor, Deputy Clerk J. Watts, and Directors J. Rojas, C. Shanks, J. Stover, Treasurer C. Daynes, Manager of Communications Advertising and Marketing C. Davidson, and Manager of Parks, Recreation and Culture J. Johnson were also in attendance.

The Mayor opened the meeting by introducing the members of Council on the Committee, as well as staff present, and noted that order of the agenda would be modified to allow for public deputations to occur following the presentations.

**2. Adoption of Agenda**

**CW2019-118**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Dunn

**That** the Agenda for the Open Session of the Committee of the Whole of Thursday, May 9, 2019, be adopted.

**Carried**

**3. Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**4. Presentations**

**4.1 COW2019-06.4.1**

**Arena Capital Plan Presentation**

Craig Shanks, Director of Community Services

Director Shanks provided an overview of the Arena Capital Plan as detailed in Report PRC2019-005. He noted current facility status, and ongoing projects at the City's nine arenas. He outlined the history of the capital plan identifying the Arena Feasibility Study, historic demand, use, and revenue trends, and future expenditure pressures. In conclusion, he noted the significance arenas are to the community fabric, and provided an explanation of the proposed recommendations in his report.

**CW2019-119**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Yeo

**That** the presentation by Craig Shanks, regarding the Arena Capital Plan, be received.

**Carried**

4.2 COW2019-06.4.2

**Manvers Arena User Group - Update**

Tracy Richardson, Councillor

Councillor Richardson spoke on behalf of the Volunteer Working Group at the Manvers Arena. She noted ongoing building updates, usage and revenue trends, fundraising updates, and other arena initiatives including efforts for accessibility upgrades. In conclusion, she thanked the community for their continued support.

**CW2019-120**

**Moved By** Councillor Veale

**Seconded By** Councillor Ashmore

**That** the presentation by Councillor Richardson, regarding the Manvers Arena User Group Update, be received.

**Carried**

**5. Deputations**

5.1 COW2019-06.5.1

George Davidson

Relating to Report PRC2019-005 (Item 6.1.1 on the Agenda)

George Davidson provided historic background on the community efforts to establish the arenas in Little Britain and Oakwood, and noted the previous Council support for these facilities. He expressed opposition to the demolition of these arenas, and support for further repair and maintenance.

**CW2019-121**

**Moved By** Councillor Dunn

**Seconded By** Councillor Yeo

**That** the deputation of George Davidson, regarding Report PRC2019-005, be received.

**Carried**

5.2 COW2019-06.5.2

Art Field

Relating to Report PRC2019-005 (Item 6.1.1 on the Agenda)

Art Field expressed appreciation for the investments that have been made in the Little Britain Arena, and expressed a desire to see further investments as the arena, and surrounding sports fields are the backbone of the community.

**CW2019-122**

**Moved By** Councillor Veale

**Seconded By** Councillor O'Reilly

**That** the deputation of Art Field, regarding Report PRC2019-005, be received.

**Carried**

5.3 COW2019-06.5.3

Ian Nicolson

Relating to Report PRC2019-005 (Item 6.1.1 on the Agenda)

Ian Nicolson stated his concerns regarding the financial situation of the arenas, but expressed a desire to maintain their passion and heritage. He also noted that closing arenas has a direct impact on local hockey leagues.

**CW2019-123**

**Moved By** Councillor Yeo

**Seconded By** Councillor Dunn

**That** the deputation of Ian Nicolson, regarding Report PRC2019-005, be received.

**Carried**

**6. Consent Matters**

6.1 Reports

6.1.1 PRC2019-005

**Arena Capital Plan Update**

Craig Shanks, Director of Community Services

Jenn Johnson, Manager, Parks, Recreation and Culture

**CW2019-124**

**Moved By** Deputy Mayor Elmslie

**Seconded By** Councillor Veale

**That** Report PRC2019-005, **Arena Capital Plan Update**, be received;

**That** Council direct staff to plan and budget accordingly for the continued operations of the Oakwood, Little Britain and Emily-Omemee arena facilities for the current 10-Year Financial Plan;

**That** Council direct staff to plan for a new single pad arena build in the Village of Omemee and budget accordingly for inclusion in the next 10 year financial planning cycle (2028-2037);

**That** Council direct staff to plan for a new arena complex in the South West Area for inclusion in the next 10 year financial planning cycle (2028-2037); and

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

**Carried**

6.2 Correspondence

6.3 Items Extracted from Consent

7. **Closed Session**

8. **Matters from Closed Session**

**9. Adjournment**

**CW2019-125**

**Moved By** Councillor O'Reilly

**Seconded By** Councillor Richardson

**That** the Committee of the Whole Meeting adjourn at 8:02p.m.

**Carried**

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **Minutes**

### **Planning Advisory Committee Meeting**

**PC2019-05**

**Wednesday, May 1, 2019**

**1:00 P.M.**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

#### **Members:**

**Mayor Andy Letham**

**Councillor Patrick O'Reilly**

**Councillor Kathleen Seymour-Fagan**

**Councillor Andrew Veale**

**Mike Barkwell**

**Tammy Smith**

**Jason Willock**

**Accessible formats and communication supports are available upon request.**

**1. Call to Order and Adoption of Agenda**

Chair O'Reilly called the meeting to order at 1:00 p.m. Mayor A. Letham, Councillors K. Seymour-Fagan, and A. Veale and M. Barkwell, and J. Willock were in attendance.

Deputy Clerk and Recording Secretary J. Watts, Manager of Planning R. Holy, Supervisor of Development Engineering C. Sisson, Planners II Q. Adebayo and D. Harding, and Senior Engineering Technician J. Newbery were also in attendance.

Absent: T. Smith

The Chair opened the meeting and introduced Planning Advisory Committee and the members of staff present.

**PAC2019-029**

**Moved By** Mayor Letham

**Seconded By** M. Barkwell

**That** the agenda for the Wednesday, May 1, 2019 Planning Advisory Committee Meeting be adopted as circulated.

**Carried**

**2. Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**3. Public Meeting**

The Chair stated that, as required under the Planning Act, a public meeting is being held prior to the City of Kawartha Lakes Council making decisions on the following planning matters.

**3.1 PLAN2019-024**

David Harding, Planner II

An application to amend the Town of Lindsay Zoning By-law 2000-75 for the property described as Lots 1-6 North of Kent Street, West of St. David Street, Plan 15P, former Town of Lindsay, identified as 3 St. David Street and 4 Riverview Road - 2523609 Ontario Inc.

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Mr. Harding confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 120m, and a sign was posted on the subject property. He summarized the application, explaining that it proposes to permit the construction of a four (4) storey, forty (40) unit apartment building and amend any applicable development standards in the zoning by-law. Conformity to the Growth Plan, Town of Lindsay Official Plan, and consistency with the Provincial Policy Statement will be confirmed after a full analysis of the proposal once all comments are received from agencies and the public. Mr. Harding summarized the comments received to date, as detailed in his report, noting that subsequent to the writing of the report additional comments were received from A. Scarr of Riverview Road expressing concerns with increased traffic on Riverview Road and the condition of the nearby road network and L. Peel of St. Peter Street, expressing concerns with privacy, shadowing, property values, traffic in the area, and the potential type of person who would reside in the apartments.

Staff recommended that the application be referred back to staff for further review and processing until such time as comments have been received from all circulated Agencies and City Departments, that any comments and concerns raised by the public have been addressed, and a full planning analysis of the proposal has been conducted. Mr. Harding and Ms. Sisson responded to questions from Committee members.

The Chair inquired if the applicant wished to speak to the application.

Kent Randall of EcoVue Consulting spoke on behalf of the applicant, stating that they had provided the Planning Justification Report. He noted that several studies had been submitted in support of the application including a Traffic Study, and noted that they are willing to listen and address comments received today. He responded to questions from Committee members.

The Chair inquired if anyone wished to speak to the application.

John Ireland, of 11 Mill Street, stated that he is the chair of the group working to establish a Heritage Conservation District within Lindsay's Mill District. He expressed concern about losing the two homes on the properties, and

highlighted their potential historic value. He further stated that the properties may be within the boundaries being considered for the Mill District as there is interest amongst area property owners to be included in the district. He also noted that there are 71 trees located on the properties and expressed a desire to conserve at least 30% of tree canopy cover on the property.

William Bateman, spoke on behalf of the Municipal Heritage Committee (MHC). He stated that the dwellings on the properties may be eligible for consideration for designation under the Ontario Heritage Act, and noted that the property at 4 St. David Street was once owned by a prominent local family. He stated that the MHC is seeking to be notified of any further developments on the application and that the MHC will discuss the heritage value of one or both properties at its next meeting.

Linda Griffith, of 137 Queen Street, spoke against the application and questioned whether the application was for a condominium or rental apartment building. She also noted the historic value of the dwellings on the properties and the recent renovations done to 4 St. David Street. She further noted her concern of already having two high-rises on Scugog River, losing vacant lands near the river to development and recommended that other lands should be considered for this development.

Jim Garbutt identified himself as a member of the Municipal Heritage Committee but stated he was not commenting on their behalf, but as a concerned citizen. He noted the attractiveness of the property and the historic value of the Lamantia home at 4 St. David Street. He provided an overview of the history of the property and area, and stated that the proposed design does not integrate well into the historic neighborhood. He stated that the building would be visible from the Mill District neighbourhood across the river, and that while he is not opposed to the application, he has concerns with the heritage aspects of the development and does not feel that this lot is the best location for the proposal.

Gord Courtemanche, of 56 Riverview Road, spoke in opposition the application, stating his desire to keep the properties the way they are, and his concerns if the apartments will be rental units. He requested that the Committee be mindful of the long-term impacts to the neighbourhood when approving development.

Wendy Kirk, of 6 St. David Street, spoke in opposition to the application. She noted concern for capacity of existing town infrastructure including road, schools, hospitals, and jobs for this size of development. She stated her opposition to the design of the building, her desire to not look at a wall or balcony, and further

stated that she does not want high density on the east side of the Scugog River in Lindsay.

Amanda Roosmets, of 6 Logie Street, spoke in opposition to the application. She stated that she enjoys her neighbourhood including the nature and nearby trail, and that the proposed building would be an eyesore and would be highly visible from many places because it is so high. She expressed concerns about drainage from the proposed parking lot, drainage on the land, generation of excessive traffic on Logie Street, loss of privacy, and a potential decrease in property values. She stated there could be safety concerns if rental apartments were proposed and recommended a lower density development, such as townhomes.

Lorne Haley, of 8 Logie Street, stated that the existing home on the property is beautiful, and that he doesn't want to see the dwelling or the trees removed. He stated that the proposal was too dense, and raised concerns over how the lot would drain to the river and increased traffic on Logie Street. He also expressed environmental concerns about the area considering the former nearby industrial uses.

No other persons spoke to the application.

The Chair permitted Kent Randall to speak on behalf of the applicant to respond to the concerns identified. He stated the building will be developed as condominium apartments, not rental apartments. He noted that they have attempted to address neighbourhood compatibility through building design and by moving it away from the backyards of the lots on King and St. Peter Streets. He stated that shadow modeling reports are available that show shadowing impacts have been minimized, and that both the quality and quantity of all stormwater from the property will be controlled with no direct outlet to the Scugog River. He finally noted that there is sufficient parking proposed to meet the requirements of the area. In conclusion, he stated that they will consider modifications to the proposal to address concerns.

The committee briefly recessed from 1:49 to 1:51 p.m.

### 3.2 PLAN2019-025

Quadri Adebayo, Planner II

An application to amend the Township of Bexley Zoning By-law 93-09 for the property described as Part of Lots 37 and 38, North-West Bay Range, Concession 7, Geographic Township of Bexley, identified as 22 Bayview Lane and Part of 1266 North Bay Drive - Mathews and Weind

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Mr. Adebayo confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m, and a sign was posted on the subject property. He summarized the application related to consent application file number D03-2019-018 that seeks to sever approximately 1.7 hectares of land and retain approximately 43 hectares of rural residential lands (1266 North Bay Drive- severed lot) containing a single detached dwelling, a garage and a shed. The severed land is to be consolidated with an adjacent rural residential lot to the east (22 Bayview Lane – benefitting lot). A concurrent consent file number also related to this application is D03-2019-017 which seeks to reactivate an easement of approximately 0.07 hectares over an existing private road (Bayview Lane) located on 1266 North Bay Drive, in favour of the overall consolidated lands that includes 22 Bayview Lane containing a dwelling and two (2) accessory buildings. Having not yet received comments from Kawartha Conservation on the application including circulated agency comments for the related consent application, conformity with the Growth Plan, the Kawartha Lakes Official Plan, and consistency with the Provincial Policy Statement cannot be determined at this time. Mr. Adebayo summarized the comments received to date, as detailed in his report, noting that subsequent to the writing of the report no additional comments were received. Staff are recommending that the application be referred back to staff for further review and processing until such time as comments have been received from all circulated Agencies and City Departments, and that any comments and concerns that may result thereof have been addressed. He responded to questions from Committee members.

The Chair inquired if the applicant wished to speak to the application.

Kent Randall, of EcoVue Consulting, spoke on behalf of the applicant, and provided a brief overview of the application noting that the application is to permit a larger than permitted rural residential lot that would enable continued access to Bayview Lane as part of the consolidation and consent process.

The Chair inquired if anyone wished to speak to the application.

No other persons spoke to the application.

The Public Meeting concluded at 2:00 p.m.

**4. Business Arising from Public Meeting**

4.1 Item 3.1 (PLAN2019-024)

**PAC2019-030**

**Moved By** Councillor Veale

**Seconded By** J. Willock

**That** Report PLAN2019-024, respecting Lots 1-6 North of Kent Street, West of St. David Street, Plan 15P, former Town of Lindsay, City of Kawartha Lakes, identified as 3 St. David Street and 4 Riverview Road – Planning File D06-2019-001, be received; and

**That** Zoning By-law Amendment application D06-2019-001 be referred back to staff to address issues raised through the public consultation process and for further review and processing until such time as all comments have been received from all circulated Agencies and City Departments and that any comments and concerns have been addressed.

**Carried**

4.2 Item 3.2 (PLAN2019-025)

**PAC2019-031**

**Moved By** M. Barkwell

**Seconded By** Councillor Seymour-Fagan

**That** Report PLAN2019-025, respecting 22 Bayview Lane and Part of 1266 North Bay Drive, geographic Township of Bexley; Application No. D06-2019-008, be received; and

**That** Zoning By-law Amendment respecting application D06-2019-008, be referred back to staff for further review and processing until such time that all comments have been received from all circulated City Department and Agencies, including comments for the related consent applications and any potential concerns or issues have been addressed.

**Carried**

**5. Deputations**

**6. Correspondence**

**7. City of Kawartha Lakes Reports**

**8. Adjournment**

**PAC2019-032**

**Moved By** Mayor Letham

**Seconded By** Councillor Veale

**That** the Planning Advisory Committee Meeting adjourn at 2:01 p.m.

**Carried**

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number CS2019-009**

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**Date:** May 21, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** Fenelon Falls

**Title:** Release of Fenelon Falls Legacy C.H.E.S.T. Funds to Kawartha Heritage

**Author and Title:** LeAnn Donnelly, Executive Assistant, Community Services

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**Recommendation(s):**

**That** Report CS2019-009, **Release of Fenelon Falls Legacy C.H.E.S.T. to Kawartha Heritage**, be received;

**That** Kawartha Heritage be approved for funding in the amount of \$2,000.00 with the allocation to come from the Fenelon Falls Legacy C.H.E.S.T. Reserve (3.24350).

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

A grant application for the disposition of Fenelon Falls residual C.H.E.S.T. funding has been received by Community Services Administration on behalf of community interests. The local Councillor is supportive of the request. Total funding requested is \$2,000.00. There is \$178,193.39 residual funding available for distribution.

Residual fund distributions are treated in the same manner, and subject to the same criteria as the ongoing C.H.E.S.T. funding programs in Lindsay and Bobcaygeon. The distribution of these funds is also subject to requirement for a full reconciliation of costs at the end of the project.

This report is brought forward to Council to approve the release of funds from the Fenelon Falls C.H.E.S.T. Fund Reserve (3.24350). The application and review comments are summarized below.

## **Rationale:**

Kawartha Heritage is a community group that succeeded the Friends of Fenelon Museum and the Fenelon Falls Historical Society. The group supports museum operations while offering special events to the community such as Victorian Teas, Summer on the Porch of Maryboro Lodge, and Knitting on the Porch for all ages. Kawartha Heritage also provides uniforms for student staff members and helps to maintain the Victory Garden in conjunction with the Fenelon Horticultural Society to provide produce to the local food bank.

In 2018 Kawartha Heritage held its first annual Wool Day Event at Maryboro Lodge – The Fenelon Museum. Over 600 hundred visitors attended the grounds to participate in various activities and visit the different vendors. This event coincided with the Kawartha Yarn and Fiber Show at the Fenelon Falls Community Centre resulting in patrons travelling back and forth between the two events.

On June 8<sup>th</sup>, 2019, Kawartha Heritage is hosting the Second Annual Wool Day Event at Maryboro Lodge - the Fenelon Museum. The event will consist of sheep herding, shearing, spinning, weaving, and other like demonstrations. Information on local history will be available, as well as a lamb BBQ and activities for children. This event again coincides with the Kawartha Yarn and Fiber Show at the Fenelon Falls Community Centre. Kawartha Heritage is requesting a total of \$2000.00 from the Fenelon Falls C.H.E.S.T. Fund to support Wool Day Events.

Due to the success of the event last year and in anticipation of an increased amount of vendors \$1000.00 is requested to supply better tenting for the event and its vendors. In 2018 it was noted that the distance between the two events was a challenge for patrons because of the excessive heat and lack of parking at

the museum. Therefore \$1000.00 is being requested to support an accessible shuttle bus to run between Maryboro Lodge and the Fenelon Community Centre enabling patrons the means to travel between the two events.

### **Other Alternatives Considered:**

This report is brought to Council at the request of the Ward Councillor in keeping with the established policy for disposition of residual C.H.E.S.T. funds in the absence of a community committee. No alternative has been considered.

### **Financial/Operation Impacts:**

The Fenelon Falls Legacy C.H.E.S.T. Fund has residual funds remaining in the amount of \$178,193.39. With the recommendations outlined within this report if approved will leave a balance of \$176,193.39 for further distribution in future years.

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

The recommendations within this report directly align with all Strategic Goals through our Value of Collaboration, namely:

- Goal 1 – A Vibrant and Growing Economy
- Goal 2 – An Exceptional Quality of Life
- Goal 3 – A Healthy Environment

### **Review of Accessibility Implications of Any Development or Policy:**

N/A

### **Servicing Implications:**

N/A

### **Consultations:**

Councillor Elmslie

Treasury

### **Attachments:**

N/A

**Department Head E-Mail:** [cshanks@kawarthalakes.ca](mailto:cshanks@kawarthalakes.ca)

**Department Head:** Craig Shanks, Director of Community Services

**Department File:**

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number PUR2019-017**

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**Date:** May 21, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** All

**Title:** Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-current or Used Grader

**Author and Title:** Marielle van Engelen, Buyer  
Todd Bryant, Manager of Fleet and Transit Services

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**Recommendation(s):**

**That** Report PUR 2019-017, **Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader**, be received;

**That** Nortrax Canada Inc.'s Proposal A with optional equipment, being the highest scoring submission, be selected for the award of Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader; and

**That** project 994190302 – Graders (1) be increased by \$13,025, being funded from the Public Works Fleet Reserve; and

**That** subject to receipt of the required documents, that the Financial Services division be authorized to issue a purchase order.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

**Background:**

Request for proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader was prepared and advertised in accordance with the Purchasing Policy.

The request for proposal closed on May 2, 2019. Proposals were opened in public by Andy Letham, Mayor and Marielle van Engelen, Buyer, with the following results

| Proposals Received From | Received   |
|-------------------------|------------|
| Nortrax Canada Inc.     | Proposal A |
|                         | Proposal B |

As per the Purchasing Policy procurement awards for request for proposals valued at \$100,000 or greater must be approved by Council.

Through the request for proposal document proponents were permitted to provide more than one submission.

Submissions were carefully reviewed and evaluated by the evaluation committee by consensus to the criteria described in the RFP, and Nortrax Canada Inc.’s Proposal A was found to be the highest scoring submission.

**Rationale:**

A road grader or a motor grader is a construction machine with a long blade used to create a flat surface during the grading process. Typical models have three axles, with the engine and cab situated above the rear axles at one end of the vehicle and a third axle at the front end of the vehicle, with the blade in between.

The City’s motor graders are also utilized during winter operations for winging back snow banks and for ice blading. They are also used to service gravel roads, assist in irrigation and spreading gravel during capital projects. This grader will be used primarily in Eldon, Fenelon and Carden.

This grader requires three pieces of optional equipment to make this unit function effectively. The scarifier and roller are used in road building and grading operations. The snow wing is used during winter operations to push snow banks back into snow storage areas and daylight at intersections.

Staff recommends that Nortrax Canada Inc.’s Proposal A with optional equipment, being the highest scoring submission, be selected for the award of Request for Proposal 2019-37-CP Supply and Delivery of One New, Non-Current or Used Grader.

Additional, staff recommend that project 994190302 – Graders (1) be increased by \$13,025 being funded from the Public Works Fleet Reserve.

**Other Alternatives Considered:**

No other alternative is being considered as a competitive procurement process was conducted.

**Financial Impacts:**

| Capital Project Number | Project Budget | Other Committed Funds | Capital Project balance | Purchase Amount (excl. HST) | HST Payable | Total Amount | Project Balance |
|------------------------|----------------|-----------------------|-------------------------|-----------------------------|-------------|--------------|-----------------|
| 994190302              | \$325,000      | \$0                   | \$325,000               | \$332,178                   | \$5,846     | \$338,024    | <\$13,025>      |

It is recommended that the additional funds required, in the amount of \$13,025 to complete the purchase be funded from the the Public Works Fleet Reserve.

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

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

The Report contributes to the Council Adopted Strategic Plan in the following ways:

Goal 1 – A Vibrant and Growing Economy

Recommendations in this report will support effective road operations service delivery to support the City now and as it grows into the future.

Goal 2 – An Exceptional Quality of Life

Recommendations in this report will help support efficient delivery of road operations supporting an exceptional quality of life for residents.

Goal 3 – A Healthy Environment

Recommendations in the report will help support safer roadways within the city, contributing to a healthy environment for residents.

**Consultations:**

Junior Accountant

**Department Head E-Mail:** brobinson@kawarthalakes.ca

**Department Head:** Bryan Robinson, Director of Public Works

**Department File:** 2019-37-CP

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number PUR2019-018**

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**Date:** May 21, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** All

**Title:** Request for Proposal 2019-49-CP Supply and Delivery of a Brushing Attachment

**Author and Title:** Launa Macey, Supervisor of Financial Services  
Todd Bryant, Manager of Fleet and Transit Services

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**Recommendation(s):**

**That** Report PUR 2019-018, **Request for Proposal 2019-49-CP Supply and Delivery of a Brushing Attachment**, be received;

**That** Colvoy Enterprises 2012 Ltd. of Brantford being the highest scoring proponent, be selected for the award of Request for Proposal 2019-49-CP Supply and Delivery of a Brushing Attachment; and

**That** subject to receipt of the required documents, that the Financial Services division be authorized to issue a purchase order.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

Request for proposal 2019-49-CP was prepared and advertised in accordance with the Purchasing Policy.

The request for proposal closed on April 23, 2019. Proposals were opened in public by Andy Letham, Mayor and Marielle van Engelen, Buyer, with the following results

| <b>Proposals Received From</b> |
|--------------------------------|
| Colvoy Enterprises 2012 Ltd.   |
|                                |
|                                |

In accordance with the purchasing policy, the results of a competitive procurement process are considered to be irregular when fewer than three submissions are received. The award of an irregular bid shall be approved in accordance with the Table of Authority, in this case, Council approval is required as the spend is over \$100,000.00.

The submission was carefully reviewed and evaluated by the evaluation committee by consensus to the criteria described in the RFP, and Colvoy Enterprises was found to be compliant.

References were checked and found to be favorable.

## **Rationale:**

This Loader Mounted Brushing unit will be used up by the Public Works Oakwood and Fenelon roads depots for up to 500 hours per year. This unit replaces a unit that was decommissioned in 2018 due to poor condition and excessive operating costs. This unit will provide roadside brushing activities from mid-April to November, assisting in roadside drainage. Secondly, this unit will be used to safely remove hazardous trees and bushes within road allowances providing safer site lines to motorists at intersections and along the roadways. Staff recommends that Colvoy Enterprises 2012 Ltd. of Brantford being the highest scoring proponent, be selected for the award of Request for Proposal 2019-49-CP Supply and Delivery of a Brushing Attachment.

## **Other Alternatives Considered:**

No other alternative is being considered as a competitive procurement process was conducted.

**Financial/Operation Impacts:**

| Capital Project Number | Project Budget | Other Committed Funds | Capital Project balance | Purchase Amount (excl. HST) | HST Payable | Total Amount | Project Balance |
|------------------------|----------------|-----------------------|-------------------------|-----------------------------|-------------|--------------|-----------------|
| 994190312              | \$150,000      | \$0                   | \$150,000               | \$139,447                   | \$2,454     | \$141,901    | \$8,098         |

Any remaining surplus or deficit will be dealt with through the capital close report Close Policy.

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

The Report contributes to the Council Adopted Strategic Plan in the following ways:

Goal 1 – A Vibrant and Growing Economy

Recommendations in this report will support effective road operations service delivery to support the City now and as it grows into the future.

Goal 2 – An Exceptional Quality of Life

Recommendations in this report will help support efficient delivery of road operations supporting an exceptional quality of life for residents.

**Consultations:**

Junior Accountant

**Department Head E-Mail:** brobinson@kawarthalakes.ca

**Department Head:** Bryan Robinson, Director of Public Works

**Department File:** 2019-49-CP

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number PLAN2019-030**

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**Date:** May 21, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** Ward 2 - Bobcaygeon

**Subject:** A By-law to Deem Block A, Registered Plan 70, 31 Main Street, former Village of Bobcaygeon (Rasmussen) – Planning File D30-2019-003

**Author and Title:** David Harding, Planner II

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**Recommendations:**

**RESOLVED THAT** Report PLAN2019-030, respecting Block A, Registered Plan 70, former Village of Bobcaygeon, **Rasmussen – Application D30-2019-003**, be received;

**THAT** a Deeming By-law respecting Block A, Registered Plan 70, substantially in the form attached as Appendix C to Report PLAN2019-030, be 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.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

|                 |  |                                       |  |
|-----------------|--|---------------------------------------|--|
| Proposal:       | To deem Block A, Registered Plan 70, not to be a lot within a registered plan of subdivision.  |                                       |  |
| Owner:          | Elizabeth Rasmussen  |                                       |  |
| Official Plan:  | Urban – Victoria County Official Plan  |                                       |  |
| Zone:           | Severed: Commercial Recreation Special Four (C3-S4) Zone<br>Retained: Urban Residential Type Two Special Fourteen (R2-S14) Zone<br><br>Both zones are within the Village of Bobcaygeon Zoning By-law 16-78 |                                       |  |
| Site Servicing: | Municipal water and sewer  |                                       |  |
| Existing Use:   | Residential (Duplex), Commercial (Bobcaygeon Inn)  |                                       |  |
| Adjacent Uses:  | North:   | Residential, Telecom Utility Building |  |
|                 | South:   | Open Space, Marina                    |  |
|                 | East:  | Big Bob Channel                       |  |
|                 | West:  | Residential, Commercial               |  |

## **Rationale:**

The owner received provisional consent via application D03-17-008 to sever the duplex building on the east side of the property from the balance of the subject lands containing the Bobcaygeon Inn. Through the review of the consent application, it was identified that a portion of one of the two Bobcaygeon Inn buildings straddles Block A and Block B of Registered Plan 70. The subject property contains all of Block A but only part of Block B, see Appendix B. Block A, as a whole of a block on a registered plan of subdivision, is a separately conveyable lot. The proposal does not comply with the Zoning By-law as the boundary between Block A and Part of Block B is treated as a lot line. Block A must be consolidated with Part of Block B for the proposed development to proceed in compliance with the zoning by-law. Therefore, the owner has requested Council pass a Deeming By-law to deem Block A, Registered Plan 70, not to be a lot within a registered plan of subdivision in order to fulfill provisional consent Condition 8.

Adoption and subsequent registration of this Deeming By-law (see Appendix C) will consolidate Block A, Plan 70, with Part of Block B, Plan 70 so that Block A cannot be sold separately. The legal description will remain the same: Block A, Part Block B S/S Front Street, Registered Plan 70.

## **Other Alternatives Considered:**

There are no other alternatives considered to be appropriate or represent good planning. The Deeming By-law is the appropriate method to legally consolidate the owner's lands.

## **Financial/Operation Impacts:**

The cost of registering the By-law is included in the application fee. There are no financial implications for the City.

## **Relationship of Recommendations to the 2016-2019 Strategic Plan:**

The City's Strategic Plan outlines Council's vision for the municipality. The vision consists of three main Strategic Goals: that of a vibrant and growing economy, an exceptional quality of life, and a healthy environment.

This application aligns with the vibrant and growing economy goal by addressing a technical issue pertaining to a property containing an existing commercial operation.

## **Conclusion:**

The deeming by-law will facilitate the separation of the Bobcaygeon Inn from the duplex to the east by fulfilling condition 8 of provisional consent application D03-17-008. Planning staff do not anticipate any negative impacts as a result of the consolidation.

## **Attachments:**

### Appendix A – Location Map



Appendix A to  
PLAN2019-030.pdf

### Appendix B – Surveyor's Sketch



Appendix B to  
PLAN2019-030.pdf

### Appendix C – Draft Deeming By-law



Appendix C to  
PLAN2019-030.pdf

**Department Head E-Mail:** [cmarshall@kawarthalakes.ca](mailto:cmarshall@kawarthalakes.ca)

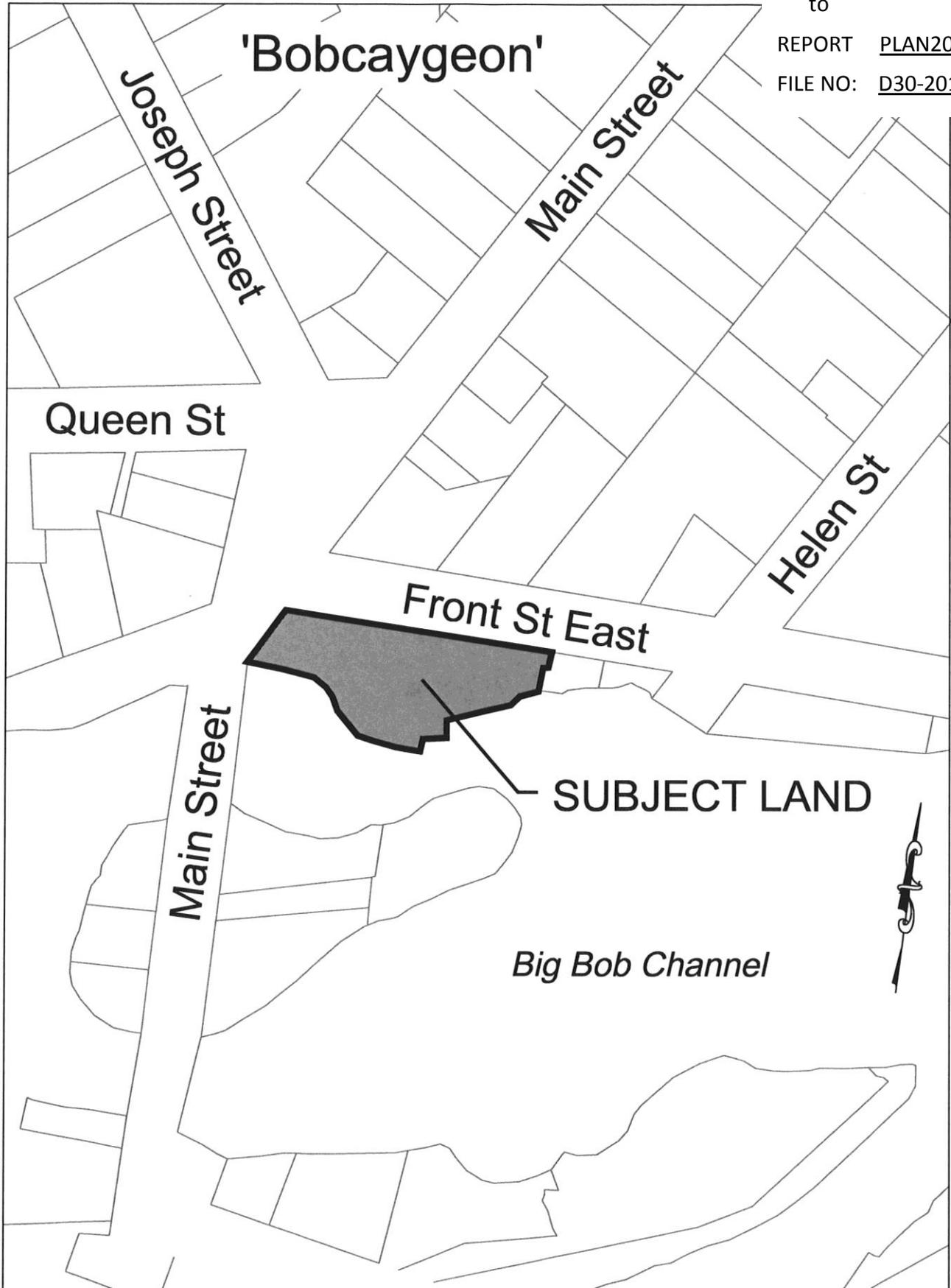
**Department Head:** Chris Marshall

**Department File:** D30-2019-003

to

REPORT PLAN2019-030

FILE NO: D30-2019-003

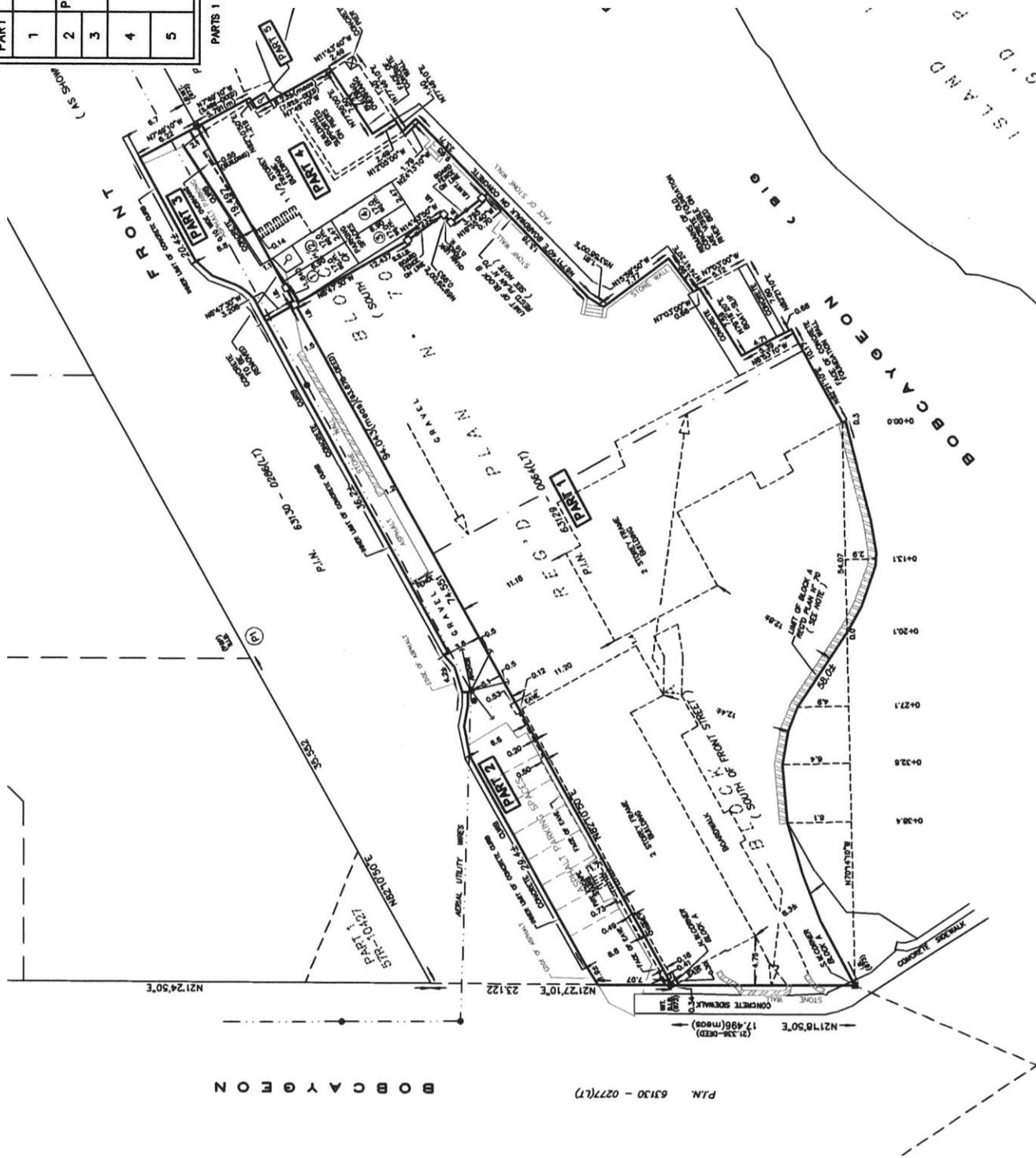


APPENDIX " B "

to  
 REPORT PLAN2019-030  
 FILE NO: D30-2019-003

| SCHEDULE |  |                    |        |
|----------|--|--------------------|--------|
| PART     | DESCRIPTION  | P.I.N.             | AREA   |
| 1        | ALL OF BLOCK A<br>PART OF BLOCK B<br>REG'D PLAN N° 70                              | 63128<br>-0084(LT) | 228.4± |
| 2        | PART OF FRONT STREET<br>BETWEEN MAIN STREET<br>AND EAST STREET<br>REG'D PLAN N° 70 | 63130<br>-0286(LT) | 329.5  |
| 3        |  |                    | 106.2  |
| 4        | PART OF BLOCK B<br>REG'D PLAN N° 70  | 63129<br>-0084(LT) | 322.9  |
| 5        |  | 63129<br>-0085(LT) | 1.4    |

PARTS 1 AND 4 COMPRISE ALL OF P.I.N. 63128-0084(LT)



**The Corporation of the City of Kawartha Lakes**

to

REPORT PLAN2019-030**By-Law 2019 -**FILE NO: D30-2019-003

**A By-Law To Deem Part of a Plan of Subdivision,  
Previously Registered For Lands Within Kawartha Lakes,  
Not To Be A Registered Plan Of Subdivision In Accordance With The Planning Act  
PIN 631290064 (LT), Described as Block A and Part Block B S/S Front Street,  
Registered Plan 70, Former Village of Bobcaygeon, Now City Of Kawartha Lakes**

File D30-2019-003, Report PLAN2019-030, respecting Block A and Part Block B S/S Front Street, Registered Plan 70, 31 Main Street – Rasmussen

**Recitals:**

1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
2. Council has been requested to pass a deeming By-law by the owner of the land described in Section 1 of this By-law in order to fulfill a condition of provisional consent required by the Director of Development Services through Consent Application D03-17-008.
3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
4. Notice of the passing of this By-law shall be mailed to the owner(s) of the land described in Section 1 of this By-law.
5. Council considers it appropriate to enact the requested By-law.

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

**Section 1:00 Details**

- 1.01 **Property Affected:** PIN 63129-0064 (LT). The Property affected by this By-law is described as Block A S/S Front Street, Registered Plan 70, former Village of Bobcaygeon, City of Kawartha Lakes.
- 1.02 **Deeming Provision:** The Property is deemed not to be part of a Registered Plan of Subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.

## Section 2:00    General Terms

2.01    **Force and Effect**: This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

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

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Andy Letham, Mayor

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Cathie Ritchie, Clerk

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number PLAN2019-031**

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**Date:** May 21, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** Ward 2

**Title:** Request to Exempt 3 Duke Street, Bobcaygeon from Site Plan Control, Bobcaygeon Nursery School and Day Care Corporation (Ronald Awde)

**Author and Title:** Richard Holy, Manager of Planning

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**Recommendations:**

**That** Report PLAN2019-031, **Bobcaygeon Nursery School and Day Care Corporation – Request for Site Plan Control Exemption**, be received; and

**That** the building addition proposed for 3 Duke Street, Bobcaygeon as generally shown on Appendix “B” attached to Report PLAN2019-031 be exempted from Site Plan Control.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

The property is located at 3 Duke Street in Bobcaygeon and contains an existing 357 sq.m. (3,843 sq.ft.) one and half storey building presently being used as a nursery school and day care. The applicant is proposing to construct a 168 sq.m. (1,808 sq.ft.) addition onto the rear of the building to increase the space available for the child care activities. There is currently only one entrance to the building which will remain with the addition of a new entrance and an additional exit from the new addition to the rear. See Appendix “A” and “B” attached.

|                    |  |
|--------------------|--|
| Owner:             | Bobcaygeon Nursery School and Day Care Corporation                                   |
| Applicant:         | Ronald Awde, Architect   |
| Legal Description: | Part Lots 6 and 7, Plan 70, former Village of Bobcaygeon, now City of Kawartha Lakes |
| Official Plan:     | Urban in the County of Victoria Official Plan  |
| Zoning:            | Central Commercial (C1) in the Village of Bobcaygeon<br>Zoning By-law 16-78          |
| Site Size:         | 1,538 sq.m. (.38 ac.)  |
| Site Servicing:    | Municipal water and sewer services   |

## **Rationale:**

The applicant is requesting an exemption from site plan control for the proposed 168 sq.m. building expansion. The owner applied for and received funding to construct the addition under the Community-Based Child Care Capital Program (CBCP). CBCP projects are required to be open no later than December 31, 2020. Building permits are needed by the end of June in order to tender the project. The timeline for tender and contract negotiation is expected to be 6 weeks with construction to be underway by late summer.

There is no site plan agreement registered on title that governs the current development on the property. The area is subject to the provisions of Site Plan Control. Under the City’s Site Plan Control By-law No. 2016-069, commercial development and/or building expansions are subject to site plan control. The current proposal represents a 47% building increase to the existing commercial building. While the Director of Development Services has the authority to waive expansions/additions to existing buildings up to 25% of the equivalent of the current building, only Council can waive site plan control for building expansions in excess of 25%. Appendix “B” attached to this report illustrates the proposed site plan.

### **Other Alternatives Considered:**

While Council could require the owner to go through the site plan control process, Staff is recommending that an exemption be granted.

### **Financial/Operation Impacts:**

There are no financial considerations for the City.

### **Relationship of Recommendations to the 2016-2019 Strategic Plan:**

The application does not directly impact or align with any specific Strategy Goal.

### **Review of Accessibility Implications of Any Development or Policy:**

Any applicable accessibility matters will be addressed through the Building Permit applications.

### **Servicing Implications:**

Additional servicing reviews and approvals will be processed as part of the Building Permit review process.

### **Consultations:**

The Engineering and Building Divisions have no concerns with the proposal as lot grading and drainage and site servicing matters can be addressed through the Building Permit review stage. The site is substantially hard surfaced with asphalt, parking areas, play surfaces and playground equipment. The placement of a new armor stone retaining is proposed at the rear of the property with re-grading and sod. The applicant has submitted application for a building permit.

### **Development Services – Planning Division Comments:**

The goals of site plan control are:

- To improve the image of the whole City through better individual developments by applying consistent standards and guidelines.
- To improve the quality and aesthetic appearance of developments for greater enjoyment by the users and tenants.
- To ensure that off-street parking and loading facilities are properly located, constructed and maintained during all seasons.
- To ensure the safety and convenience of automobile and pedestrian traffic to, from and on a new development or redevelopment.

- To continuously develop an efficient transportation system by widening existing roads through land and easement dedications and through different public and private projects related to the specific proposal.
- To ensure that the applicant/owner assumes all of the costs associated with the development.
- To provide a barrier-free environment by applying specific development standards.
- To protect environmental areas (ie areas along the waterways) through the appropriate location of buildings, roads, parking and green spaces.

The above noted goals can be addressed through the addition at the rear of the existing building which will not change the external façade of the building and appearance to the street. The proposed site works are also at the rear of the property. Ingress and egress to the building will be enhanced and a barrier-free parking space will be preserved and refreshed with painting. Applying site plan control in this situation would not achieve any useful purpose and staff is therefore recommending an exemption from site plan control.

### **Conclusion:**

The application conforms to the relevant policies and zoning provisions. On the basis of the comments contained in this report, Staff respectfully recommends that the application be exempted from site plan approval.

### **Attachments:**

Appendix A – Location Map



Appendix 'A' -  
Location Map.pdf

Appendix B – Proposed Site Plan



Appendix 'B' - Site  
Plan.pdf

**Department Head E-Mail:** [cmarshall@kawarthalakes.ca](mailto:cmarshall@kawarthalakes.ca)

**Department Head:** Chris Marshall

APPENDIX " A. "  
to  
REPORT PLAN 2019-031  
FILE NO. D19-2019-003

# 'Bobcaygeon'

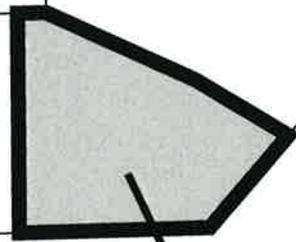
## Registered Plan 70

Jane St

Duke St

Main St

Helen St



**SUBJECT  
LAND**



**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number TR2019-001**

---

**Date:** May 21, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** Ward 5 and 7

**Title:** Transit Advisory Board Annual Report

**Description:** Detailed 2018 activities and 2019 work plan Transit Board

**Author and Title:** Todd Bryant, Manager Fleet and Transit Services

---

**Recommendation(s):**

**That Report TR2019-001, Transit Advisory Board Annual Report, be received; and**

**That the 2019 work plan for the Transit Advisory Committee be approved;**

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

Lindsay Transit has been in operation since 1977 and LIMO Specialized Transit since 1979. Transit ridership, over the past five years, has continued to increase for Lindsay Transit to 105,842 and LIMO Specialized Transit to 17,774 rides respectively for 2018. This is a 3.0% increase for conventional transit and a 3.5% increase for specialized transit compared to 2017 transit data.

The Transit Advisory Board (TAB) was established by Council in 2013. The current Terms of Reference (TOR 2015) were updated and approved by Council in 2015.

### **Mission:**

The Transit Advisory Board is responsible for governance oversight of Lindsay Transit and LIMO Specialized Transit operations in accordance with the Municipal Act 2001 and all regulations thereunder, and as may be delegated by Council and defined in these terms of reference. (TOR 2015)

### **Vision:**

The Transit Advisory Board vision is to provide safe, reliable and accessible transportation to the Citizens of the City of Kawartha Lakes. (TOR 2015)

### **Board Composition Membership:**

The Committee is comprised of a maximum of eight members consisting of up to six (6) members of the public and up to two (2) Council representatives. (TOR 2015)

### **2018 Board Members:**

Lynda Palmer (Chair)  
Norm Price (Vice Chair)  
Michelle Murphy-Ward  
Mark Gray  
Lynda DaSilva  
Councillor Stauble  
Councillor James

The Committee meets a minimum of twice a year and established a Budget and Customer Service working groups.

The Capital Budget Team (CBT) meets as part of the Board involving all members.

The Customer Service Team (CST) is comprised of the Fleet and Transit Manager, Lynda Palmer, Norm Price and Councillor Stauble.

#### Work Plans:

For 2018, the Transit Advisory Board is pleased to report to Council on the work ongoing and completed. In the fall of 2018, Council chose to make the Transit Advisory Board a Committee of Council and updated the terms of reference accordingly.

In future reports the TAB will be referred to as the Transit Advisory Committee (TAC). This report provides a summary of the work completed by the TAB in 2018 and outlines the 2019 work plan for the TAC.

#### **Rationale:**

Boards are required to report on the work completed at the end of each year and identify what is planned for following year. The Committee goals are in various levels of progress with completion expected before the end of 2018.

##### Goal #1

To prepare, by September 15th of each year, a projected budget of the board and annual work plan for the succeeding year, for Council approval during the budget process. The work plan to include details on promotion of public education programs, review of other government reports, programs and legislation for any impacts on the City or its programs, and future City policy direction all with the view of advancing the City's adopted strategic priorities and the proposed budget.

##### Goal #2

Monitoring the delivery of service to residents by periodic review of ridership information.

##### Goal #3

Monitor progress on capital projects.

##### Goal #4

Seeking and receiving advice and recommendations from the ridership and stakeholders regarding hours of operation, type of services offered and pricing.

##### Goal #5

Prepare an annual written report to Council by the end of January of the following year to outline the Board achievements in line with the approved work plan.

The following details the work completed for each of the Board's required activities as per the Terms of Reference.

## Activity

### **Goal #1**

To prepare, by September 15th of each year, a projected budget of the board and annual work plan for the succeeding year, for Council approval during the budget process. The work plan to include details on promotion of public education programs, review of other government reports, programs and legislation for any impacts on the City or its programs, and future City policy direction all with the view of advancing the City's adopted strategic priorities and the proposed budget.

### **Work Completed**

#### Funding

The Federal Government has publicly released information stating Lindsay Transit will receive \$229,145 in funding through Public Transit Infrastructure Funding (PTIF) for four major projects in 2017: LIMO Scheduling software, shelter replacement, cement pad installation and a new main transit shelter/hub in Lindsay. These projects are now fully completed as of June 23, 2018. In accordance with the Terms of Reference, progress was being monitored by the Transit Advisory Board.

#### Promotion

Lindsay Transit has continued promoting transit through the December "Free Ride" program, the "Fill the Bus for Food Source", Easter and Thanksgiving Brunch service for several long term care facilities in Lindsay, media advertising and shelter advertising.

#### Advertising

Fifteen of the newly installed solar shelters have advertising space that is being used by advertisers.

### **Goal #2**

Monitoring the delivery of service to residents by periodic review of ridership information

### **Work Completed**

Completed ridership reviews as per the work plan. Ridership in 2018 continues to improve.

### **Goal #3**

Monitor progress on capital projects.

## **Work Completed**

The Transit Advisory Board was kept up to date on the three Capital projects of Cement Pad Installation, Shelter Installation and Bus purchase. All of these projects have been completed utilizing Public Transit Infrastructure Funding or Provincial Gas Tax.

## **Goal #4**

Seeking and receiving advice and recommendations from the ridership and stakeholders regarding hours of operation, type of services offered and pricing.

## **Work Completed**

This ongoing goal will continued to be developed through 2027. For 2018, the Transit Advisory Board assisted the development of Sunday Service for Lindsay Transit in accordance with the Lindsay Transit Master Plan. Sunday service is scheduled to start end of second quarter of 2019.

## **Goal #5**

Prepare an annual written report to Council by the end of January of the following year to outline the Board achievements in line with the approved work plan.

## **Work Completed**

This report completes this activity. Please see attached 2018 work plan that outlines activities.

## **Other Alternatives Considered:**

No other alternatives are being considered at this time.

## **Financial/Operation Impacts:**

There are no financial implications for regular activities of the Transit Advisory Committee.

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

This Report is in alignment with the City's Strategic Plan with respect to effective transit management services.

## **Review of Accessibility Implications of Any Development or Policy:**

All legal requirements as legislated within Regulation 191/11 made under the Accessibility for Ontarians with Disabilities Act, 2005 are met by Lindsay Transit and LIMO Specialized Transit. Lindsay Transit continues to strive for Service Excellence when providing transportation services to the residents of the City of Kawartha Lakes and will continue to consult all users including people with disabilities to ensure that future service excellence are maintained.

## **Consultations:**

Transit Advisory Board

Transit Advisory Committee

Accessibility Coordinator

Transit Supervisor

## **Attachments:**



Appendix A –  Transit Advisory Board Work Plan 2018



Appendix B –  Transit Advisory Committee Work Plan

**Department Head E-Mail: [brobinson@city.kawarthalakes.on.ca](mailto:brobinson@city.kawarthalakes.on.ca)**

**Department Head: Bryan Robinson**

**Department File: TR2019-001 Transit Advisory Board Annual Report**

## Committee Work Plan Tool

|                             |                        |
|-----------------------------|------------------------|
| <b>Committee Name:</b>      | Transit Advisory Board |
| <b>Work plan for Year:</b>  | 2018                   |
| <b>Approved by Council:</b> |                        |

| Goal   | Measurement Stages   | Timeline              | Measurement for Success   |
|--|--|-----------------------|---|
| <u>Goal #1</u><br>To prepare, by September 15th of each year, a projected budget of the board and annual work plan for the succeeding year, for Council approval during the budget process. The work plan to include details on promotion of public education programs, review of other government reports, programs and legislation for any impacts on the City or its programs, and future City policy direction all with the view of advancing the City's adopted strategic priorities and the proposed budget. | Periodic progress updates at regularly scheduled Transit Advisory Board meetings | September 15, 2018    | Requested TAB Budget sent to Council for approval   |
| <u>Goal #2</u><br>Monitoring the delivery of service to residents by periodic review of ridership information  | Ongoing progress updates at regularly scheduled Transit Advisory Board meetings  | September 15, 2018    | Completed ridership reviews with report to Council first meeting in January 2019  |
| <u>Goal #3</u><br>Monitoring progress on capital projects  | Ongoing progress updates at regularly scheduled Transit Advisory Board meetings  | September 15, 2018    | Completed capital projects before June 30, 2019 <ul style="list-style-type: none"> <li>• Cement Pad installation</li> <li>• Shelter installation</li> <li>• Bus purchase</li> </ul> |
| <u>Goal #4</u><br>Seeking and receiving advice and recommendations from the  | Ongoing progress updates at  | September 21, 2018-27 | This ongoing goal will be working on developing strategies to complete the work outlined in the   |

|  |   |                   |                                |
|--|---|-------------------|--------------------------------|
| ridership and stakeholders regarding hours of operation, type of services offered and pricing  | regularly scheduled Transit Advisory Board meetings                             |                   | Lindsay Transit Master Plan    |
| <u>Goal #5</u><br>Prepare an annual written report to Council by the end of January of the following year to outline the Board achievements in line with the approved work plan. | Ongoing progress updates at regularly scheduled Transit Advisory Board meetings | December 13, 2018 | Report to Council January 2019 |
|  |   |                   |                                |

## Committee Work Plan Tool

|                             |                            |
|-----------------------------|----------------------------|
| <b>Committee Name:</b>      | Transit Advisory Committee |
| <b>Work plan for Year:</b>  | 2019                       |
| <b>Approved by Council:</b> |                            |

| Goal   | Measurement Stages   | Timeline            | Measurement for Success  |
|--|--|---------------------|--|
| <u>Goal #1</u><br>To prepare, by September 15th of each year, a projected budget of the board and annual work plan for the succeeding year, for Council approval during the budget process. The work plan to include details on promotion of public education programs, review of other government reports, programs and legislation for any impacts on the City or its programs, and future City policy direction all with the view of advancing the City's adopted strategic priorities and the proposed budget. | Periodic progress updates at regularly scheduled Transit Advisory Committee meetings | September 15, 2019  | Requested TAC Budget sent to Council for approval during Operating budget deliberations  |
| <u>Goal #2</u><br>Monitoring the delivery of service to residents by periodic review of ridership information  | Ongoing progress updates at regularly scheduled Transit Advisory Committee meetings  | September 15, 2019  | <ul style="list-style-type: none"> <li>• Completed ridership statistical reviews with report to Council first available meeting in 2020</li> <li>• Commence and monitor Sunday Service ridership</li> <li>• Utilize CONSAT statistical information to determine stop location</li> </ul> |
| <u>Goal #3</u><br>Monitoring progress on capital projects  | Ongoing progress updates at regularly scheduled Transit Advisory Committee meetings  | June 30, 2020       | Completed capital projects before June 30, 2020 <ul style="list-style-type: none"> <li>• Infrastructure improvements</li> <li>• Bus purchase</li> <li>• Bus stop signage</li> <li>• Advertising signage</li> <li>• Service improvements</li> </ul>                                       |
| <u>Goal #4</u><br>Seeking and receiving advice and recommendations from the  | Ongoing progress updates at  | October 21, 2018-27 | <ul style="list-style-type: none"> <li>• This ongoing goal will be working on developing strategies to complete the</li> </ul>   |

|  |   |                   |  |
|--|---|-------------------|--|
| ridership and stakeholders regarding hours of operation, type of services offered and pricing  | regularly scheduled Transit Advisory Committee meetings                             |                   | work outlined in the Lindsay Transit Master Plan for 2020 <ul style="list-style-type: none"> <li>• Increase transit awareness and enhance ridership</li> </ul> |
| <u>Goal #5</u><br>Prepare an annual written report to Council by the end of January of the following year to outline the Committee achievements in line with the approved work plan. | Ongoing progress updates at regularly scheduled Transit Advisory Committee meetings | December 13, 2019 | Report to Council January 2020   |
|  |   |                   |  |

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number TR2019-002**

---

**Date:** May 21, 2019  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** 5 and 7

**Title:** Lindsay Transit Ridership Programs

**Description:** Detailing Seasonal Programs Offered

**Author and Title:** Todd Bryant Manager Fleet and Transit

---

**Recommendation(s):**

**That** Report TR2019-002, Lindsay Transit Ridership Programs, be received

**That** current programs stay in place until end of first quarter 2023; and

**That** these programs be reviewed by the new Council in first quarter 2023.

**Department Head:** \_\_\_\_\_

**Financial/Legal/HR/Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

Lindsay Transit has been in operation since 1977 and LIMO Specialized Transit since 1979. Transit ridership, over the past five years, has continued to increase; Lindsay Conventional Transit to 105842 and LIMO Specialized Transit to 17774 rides respectively for 2018. This is a 3.0% overall increase for Lindsay Conventional Transit and a 3.5% overall increase for LIMO Specialized Transit from 2017 data.

Lindsay Transit's mission, in accordance with the Municipal Act 2001 and as may be delegated by Council; is defined in in the terms of reference (TOR) for the Transit Advisory Committee (TAC). The TOR includes both Lindsay Transit and LIMO Specialized Transit operations. The vision of the Transit Advisory Board is to provide safe, reliable and accessible transportation to the Citizens of the City of Kawartha Lakes.

Staff is looking for direction on program continuation.

## **Rationale:**

For the past ten years, Lindsay Transit has provided free rides to customers on several pre-determined occasions. These dates are:

### Two weeks free conventional service in December

These dates are marketed to draw new customers to the Lindsay Transits conventional service and thank existing customers for their patronage. The Transit Advisory Committee in 2009 discussed and endorsed this free service.

### Easter Service, Thanksgiving Service and Christmas Service

This LIMO Specialized Transit Service is offered to seven Community Long Term Care and seniors residences in Lindsay for residents that that are unable to attend church services. The LIMO pickup and return service allows people with disabilities to attend church and participate in activities at the church.

### St. Dave's Dinner for the Aged

Again, this LIMO Specialized Transit Service is offered to seven Community Long Term Care and seniors residences. St. Dave's diner provides a Christmas dinner for approximately 40 people. The LIMO pickup and return service allows people with disabilities to attend and participate in this activity.

### Accessibility Advisory Committee to Fenelon Falls

This LIMO Specialized Transit Service is offered to Accessibility Advisory Committee. The LIMO pickup and return service allows people with disabilities to attend the annual meeting held in Fenelon Falls at the community center

### Christmas Light Tour

This LIMO Specialized Transit Service is offered to seven Community Long Term Care and seniors residences during the second and third week of December. This tour takes riders around Lindsay for about an hour to look at Christmas lights that are unable to leave the residence unattended.

#### Remembrance Day and Christmas Parade

This is a conventional bus service offered to riders that have difficulty participating in these parades. This request came from organizers of these parades as a safety request and courtesy for those that have served our community.

#### **Other Alternatives Considered:**

All free ridership programs would cease. While there would be operational savings of approximately \$5,000.00, Gas Tax funding would be reduced by approximately \$5,000.00 as Lindsay Transit counts this service when determining ridership calculations.

#### **Financial/Operation Impacts:**

The financial impact of this decision is difficult to determine at this time as Provincial Gas Tax funding changes annually. The cost of providing the free rides in 2019 is approximately \$5,000.00. 2018-19 Gas Tax Funding by Municipality (<https://news.ontario.ca/mto/en/2019/01/2018-19-gas-tax-funding-by-municipality.html>) for Kawartha Lakes is \$574,021. This decision will reduce our ridership information approximately 5000 that could reduce future funding by \$4,000-\$6,000. The Provincial allocation is based on 70% transit ridership and 30% municipal population.

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

Transit ridership programs strongly endorse all of the goals in the Strategic Plan:

- A Vibrant and Growing Economy. A healthy transit system enables commuters to get to work, school and activities that support the growth of our City.
- An Exceptional Quality of Life. Affordable public transit assists the general well-being of residents and customers promoting activity health, education and employment.
- A Healthy Environment. Utilizing Lindsay Transit promotes active transportation and builds ridership.

## **Review of Accessibility Implications of Any Development or Policy:**

All legal requirements as legislated within Regulation 191/11 made under the Accessibility for Ontarians with Disabilities Act, 2005 are met by Lindsay Transit and LIMO Specialized Transit. Lindsay Transit continues to strive for Service Excellence when providing transportation services to the residents of the City of Kawartha Lakes and will continue to consult all users including people with disabilities to ensure that future service excellence are maintained.

## **Consultations:**

Transit Supervisor

## **Attachments:**

Appendix A



St. Pauls Long Term  
Care Service Charters

Appendix B



2018-19 Guidelines -  
FINAL.doc

**Department Head E-Mail:** [brobinson@kawarthalakes.ca](mailto:brobinson@kawarthalakes.ca)

**Department Head:** Bryan Robinson

**Department File:** Lindsay Transit Ridership Programs TR2019-002



## Saint Paul's Anglican Church

Received

MAR - 6 2019

Fleet Services

Incumbent The Rev. Warren Leibovitch

February 18th, 2019

Transit Advisory Committee  
P.O. Box 9000,  
26 Francis Street,  
Lindsay, ON, K9V 5R8

Dear Committee Members

On behalf of the clergy, and congregation of St Paul's Anglican Church, thank you for supporting our Community Long Term Care & Seniors Easter, Thanksgiving and Christmas Worship Services.

Residents from all seven nursing homes in Lindsay - Frost Manor, Caressant Care (Mary Street and McLaughlin), Victoria Manor, Extended Care, Lakeland Village and 140 William Street are cordially invited to take part.

On behalf of the attendees and the congregation of St. Paul's Anglican Church, we appreciate your role in making this all possible.

Our 2019 services are planned for 11:00 a.m. on

|              |           |               |
|--------------|-----------|---------------|
| Easter       | Wednesday | April 24th    |
| Thanksgiving | Wednesday | October 16th  |
| Christmas    | Monday    | December 30th |

Yours truly,

Rev. Warren Leibovitch,

Incumbent



**MINISTRY OF TRANSPORTATION**

**Dedicated Gas Tax Funds For  
Public Transportation Program**

**2018/19 Guidelines and Requirements**

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# **DEDICATED GAS TAX FUNDS FOR PUBLIC TRANSPORTATION PROGRAM**

## **2018/2019 GUIDELINES & REQUIREMENTS**

### **1. DEFINITIONS**

When used in these guidelines and requirements, the words set out below that import the singular include the plural and vice versa:

“baseline spending” means a municipality’s spending level, which equals the average municipal own spending on public transportation for the years 2001 to 2003 and includes a rate of 2% per year for inflation. For new transit systems that were not operational from 2001 to 2003, the baseline will be determined at the Ministry’s discretion until the municipality has three years of operation, whereby the first three years of municipal spending will be averaged and a rate of 2% per year for inflation will be applied.

“Canadian Content Policy” means the Canadian Content for Transit Vehicle Procurement Policy, attached to these guidelines and requirements as Appendix B: Canadian Content Policy, which the Ministry may amend from time to time.

“dedicated gas tax funds” means the money provided by the Ministry to a municipality to be used strictly towards eligible expenditures that are reasonable, in the opinion of the Ministry, and related directly to the provision of public transportation services, and “dedicated gas tax funding” has the same meaning.

“dedicated gas tax funds reserve account” means an interest bearing account set up by a municipality, under its name and in a Canadian financial institution, where dedicated gas tax funds are deposited and can be tracked separately from any other funds that may be in the account. This does not need to be a separate account, so long as the dedicated gas tax funds can be tracked separately.

“DFPTA” means the *Dedicated Funding for Public Transportation Act, 2013*, S.O. 2013, c. 2, Sched. 3.

“eligible expenditures” means expenditures made by a municipality in direct support of public transportation operating or capital, or both, costs in accordance with Article 3 of these guidelines and requirements.

“guidelines and requirements” means these guidelines and requirements entitled “Dedicated Gas Tax Funds for Public Transportation Program – 2018/2019 Guidelines and Requirements”, including Appendices A, B and C to these guidelines and requirements, which the Ministry may amend from time to time.

“host municipality” means a host municipality as described in Section 4.2.

“indemnified parties” means Her Majesty the Queen in right of Ontario, Her ministers, agents, appointees, and employees.

“letter of agreement” means an agreement entered into between the Ministry and a municipality, including a host municipality, that sets out the terms and conditions under which the Ministry agrees to provide dedicated gas tax funds to the municipality, including those under these guidelines and requirements, and any amendments to the letter of agreement.

“losses” means any and all liability, loss, costs, damages or expenses (including legal, expert and consultant fees).

“major refurbishment” means: (a) for a subway car, light rail car, streetcar or trolley bus, the refurbishment where the life cycle is extended for a minimum of six years beyond the designed life cycle set out by the manufacturer; and (b) for a bus thirty feet in length or over, the refurbishment where, when the bus reaches a minimum age of nine years, the life cycle of the bus is extended for a minimum of six years.

“Ministry” and “Minister”, respectively, means the Ministry of Transportation, which is responsible for the administration of the Program and the Minister responsible for the Ministry.

“municipal own spending on public transportation” means the funds, including those received from total operating revenue and local public donations, that a municipality contributes towards public transportation expenditures, including funds it contributes for operating and capital expenditures.

“personnel” includes the advisors, appointees, directors, officers, employees, agents, partners, affiliates, volunteers or subcontractors of a municipality.

“proceeding” means any and all causes of action, actions, claims, demands, lawsuits or other proceedings.

“Program” means the Dedicated Gas Tax Funds for Public Transportation Program set up by the Ministry to provide municipalities with dedicated gas tax funds subject to and in accordance with a letter of agreement.

“PRESTO” means the fare payment system for which Metrolinx is responsible.

“public transportation” means any service for which a fare is charged for transporting the public by vehicles operated by or on behalf of a municipality or local board as defined in the *Municipal Affairs Act*, R.S.O. 1990, c. M. 46, as amended, or under an agreement between a municipality or local board, and a person, firm or corporation, and includes special transportation facilities for transporting persons with disabilities but does not include transportation by special purpose facilities, such as school buses or ambulances.

“public transportation vehicle” refers to a streetcar, bus, subway car, light rail car, specialized vehicles for transporting persons with disabilities or trolley bus used for public transportation.

“reporting forms” means the following forms attached as Appendix A (Reporting Forms) to these guidelines and requirements: 1) Dedicated Gas Tax Funds for Public Transportation 2018 Reporting Form (i.e. form MT-O-16); 2) Dedicated Gas Tax Program – 2018 Conventional Transit Reporting Form (i.e. form MT-O-17); and 3) Dedicated Gas Tax Program – 2018 Specialized Transit Reporting Form (i.e., form MT-O-18).

“subcontractor” means any contractor of a municipality or any of its subcontractors at any tier of subcontracting.

## **2. INTRODUCTION**

The Program is an important element of the ongoing relationship between the province of Ontario and Ontario municipalities. Municipalities receiving dedicated gas tax funds must meet the requirements set out in these guidelines and requirements.

As of 2013 and pursuant to the *Dedicated Funding for Public Transportation Act, 2013*, S.O. 2013, c. 2, Sched. 3 (“DFPTA”), a portion, (2 cents per litre), of the provincial gasoline tax revenue is dedicated to the provision of grants to municipalities for public transportation, including those pursuant to the Program. The portion of the gas tax that is dedicated in each fiscal year is an amount determined using a formula set out in the DFPTA.

The 2018/19 Program year runs from April 1, 2018 to March 31, 2019. The new allocation of funding for the Program for 107 public transit systems representing 144 municipalities will amount to approximately \$367.5 million.

## **3. GENERAL ELIGIBILITY REQUIREMENTS AND CONDITIONS**

The purpose of the Program is to provide dedicated gas tax funds to Ontario municipalities to support local public transportation services, and to increase overall ridership through the expansion of public transportation capital infrastructure and levels of service. To be eligible to receive dedicated gas tax funds, a municipality must contribute financially towards its public transportation services.

For 2018/19, and unless otherwise approved in writing by the Ministry, only municipalities that have submitted their 2017 annual data survey to the Canadian Urban Transit Association (CUTA), and their 2017 Gas Tax reporting forms to the Ministry, will be eligible to receive dedicated gas tax funds.

Subject to the provision of a municipal by-law indicating its intent to provide public transportation services, a municipality that is not currently providing public transportation services, but decides to begin providing such services, may be eligible for funding. Notification of the municipality’s intent to provide public transportation services and specific commitment to annually fund such public transportation services is required. Municipalities are encouraged to contact ministry staff early in their decision making process for providing services. After the

new public transportation services have been implemented, and at the Ministry's sole discretion, dedicated gas tax funding may then be available.

A municipality receiving dedicated gas tax funds must ensure that all funds received and any related interest are used exclusively towards eligible expenditures and, unless otherwise approved in writing by the Ministry, disbursement of dedicated gas tax funds and any related interest must be net of any rebate, credit or refund, for which the municipality has received, will receive, or is eligible to receive.

All public transportation services and public transportation vehicles must be fully accessible in accordance with the requirements set out under the following statutes and regulations, as may be amended from time to time: the *Accessibility for Ontarians with Disabilities Act, 2005*, S.O. 2005, c. 11 and the *Integrated Accessibility Standards*, O. Reg. 191/11 made under that *Act*; the *Highway Traffic Act*, R.S.O. 1990, c. H.8 and the *Accessible Vehicles*, R.R.O. 1990, Reg. 629 made under that *Act*; and the *Public Vehicles Act*, R.S.O. 1990, c. P. 54. In addition to the above, the acquisition of public transportation vehicles must comply with the Canadian Content Policy requirements.

Unless the Ministry otherwise approves in writing, in 2018/19, gas tax revenues and any related interest can only be used to support municipal public transportation expenditures above a municipality's baseline spending and not to reduce or replace current levels of municipal public transportation funding. External audit and financial reporting costs are not eligible expenditures which the Ministry may reimburse or to which dedicated gas tax funding can be applied.

**(a) Requirements for All Dedicated Gas Tax Funds Received in 2018/19 and Beyond**

- Dedicated gas tax funds and any related interest must be spent on:
  - Public transportation capital expenditures that promote increased transit ridership, and are above a municipality's baseline spending;
  - Public transportation operating expenditures that are above a municipality's baseline spending;
  - Capital expenditures for the replacement of any public transportation vehicles that are above a municipality's baseline spending;
  - Capital expenditures that provide improvements to public transportation security and passenger safety, and are above a municipality's baseline spending; or
  - Expenditures for major refurbishment on any fully accessible, or to be made fully accessible, public transportation vehicle, with the exception of specialized vehicles used for the transportation of persons with disabilities, and are above a municipality's baseline spending.
  
- For municipalities that provide only specialized transit for persons with disabilities, dedicated gas tax funds can be spent on public transit initiatives that may not initially result in ridership growth but will provide increased accessibility.

**(b) Additional Requirements for the following Municipalities: Regions of Durham and York, the Cities of Brampton, Burlington, Hamilton, Mississauga, Ottawa and Toronto, and the Town of Oakville.**

Prior to the release of any dedicated gas tax funds, the municipalities listed under (b) above will, in addition to any other requirements in this Article 3, be required to:

- Participate in PRESTO and, as participants, will be required to meet their financial obligations for that system.

**(c) Additional Requirements for GTA Municipalities: Regions of Durham, Halton, Peel and York, and Cities of Hamilton and Toronto.**

Prior to the release of any dedicated gas tax funds, the municipalities listed under (c) above will, in addition to any other requirements in this Article 3, be required to:

- Demonstrate that they have met their responsibility for the payment of the growth and expansion capital costs of Metrolinx pursuant to the *Amendment to Greater Toronto Services Board By-law No. 40*, O. Reg. 446/04, made under the *Metrolinx Act, 2006*, S.O. 2006, c. 16, as amended.

The eligibility requirements for dedicated gas tax funds will be determined in accordance with these guidelines and requirements. The eligibility for any dedicated gas tax funds is at the sole discretion of the Ministry. Municipalities should consider consulting with Ministry staff to determine whether a proposed expenditure is an eligible expenditure for the purpose of dedicated gas tax funds.

## **4. GENERAL PROGRAM ALLOCATION METHODOLOGY AND PAYMENT PROCESS**

### **4.1 General Program Allocation Methodologies**

Based on consultation with municipalities, public transportation operators and stakeholders, the Province recognizes the varying needs of public transportation in Ontario municipalities, including those related to large established public transportation systems and communities with different growth rates and levels of public transportation service. Consistent with the above, the Province has established an allocation formula based on a combination of ridership and population. This formula balances the needs of large established public transportation systems, the growth needs of rapidly growing municipalities, and the needs of smaller municipalities that provide public transportation services.

The Province is implementing an allocation based on 70% transit ridership and 30% municipal population. Fully implemented, 70% of \$367.49 million (up to \$257.24 million) may be distributed to municipalities on the basis of their public transportation ridership levels. Thirty percent (30%) of \$367.49 million (up to \$110.25 million) may be distributed on the basis of

population levels. Public transportation ridership will include the totals of both conventional and specialized public transportation services.

Both ridership and population figures are updated and revised annually for use in the calculation of dedicated gas tax funds.

CUTA annually collects and reproduces, on behalf of the Ministry, transit ridership data in its Ontario Urban Transit Fact Book and its Ontario Specialized Transit Services Fact Book (the "CUTA Fact Books"). The Ministry used the 2017 ridership data from the 2017 CUTA Fact Books for the above calculation. Where a municipality's ridership data have not been collected nor reproduced in the 2017 CUTA Fact Books, the Ministry used the 2017 transit ridership data received from the municipality.

The 2018/19 gas tax allocations were calculated using 2017 population estimates derived from the 2011 census data.

Dedicated gas tax funds provided to each municipality in 2018/19 are not to exceed, based on the 2017 municipal public transportation spending data set out in the CUTA Fact Books, 75% of municipal own spending on public transportation. The Ministry may re-allocate, in support of increasing public transportation ridership, any amounts of moneys dedicated for but that remains undistributed through the Program.

The Ministry may undertake an annual review of the dedicated gas tax allocation methodology and eligibility requirements to ensure these funds support the desired outcome of increased public transportation ridership. Municipal public transportation spending will be reviewed on an annual basis to determine if the limits of the dedicated gas tax funds need to be applied where the gas tax allocation may exceed 75% of municipal own spending on public transportation.

## **4.2 Payment Process**

The Minister will advise each municipality that provides public transportation services of the amount of dedicated gas tax funds it is eligible to receive. The Minister will send a letter of agreement to each of these municipalities. The letter of agreement will set out the terms and conditions upon which the dedicated gas tax funds will be released to the municipality, and by which the municipality will have to agree to be bound.

The Ministry may, on a quarterly basis (or other basis, as the Ministry may decide from time to time), make payments of dedicated gas tax funds only after receipt of the following documents: i) the letter of agreement, provided by the Ministry to the municipality, signed in accordance with the by-law(s) and, if applicable, the resolution(s) described below; and ii) a certified copy of the by-law(s) and, if applicable, any resolution(s) authorizing the letter of agreement and naming municipal signing officers for the letter of agreement.

In addition, the Ministry may withhold payment of dedicated gas tax funds until the reporting requirements under Section 8.4 are met.

Any amount of dedicated gas tax funds provided to the municipality under the Program will be subject to the remedies set out under Article 7.

Any dedicated gas tax funds the Ministry provides to a municipality and any related interest, including those kept by the municipality in a dedicated gas tax funds reserve account, will have to be used by the municipality exclusively towards public transportation services and in accordance with the requirements set out in these guidelines and requirements including, without limitation, those related to eligibility and related conditions, acquisition, disposition, accountability, records, audit, reporting, liability, and indemnity requirements.

If a municipality agrees to provide public transportation services (a “host municipality”) for another municipality, the Ministry, at its sole discretion, may only provide the host municipality with dedicated gas tax funds. Prior to the Ministry making any payment of dedicated gas tax funds to the host municipality, the host municipality and the municipality on whose behalf the host municipality is providing transportation services will be required to provide the Ministry with copies of their respective by-law(s) and, if applicable, resolution(s), designating the host municipality as a public transportation service provider for the municipality or authorizing the host municipality to provide public transportation services to the municipality, as applicable. The contributing municipality, on whose behalf the host municipality is providing transportation services, will be required to provide the Ministry with a copy of their by-law(s) and, if applicable, resolution(s), in the year that this arrangement is initiated, and will be required annually to confirm with the Ministry in writing that the arrangement is still in effect. The host municipality will be required to enter into a dedicated gas tax funds letter of agreement with the Ministry and be in compliance with the terms and conditions set out in these guidelines and requirements.

In addition, the host municipality must promptly advise the Ministry of any change in arrangements between the host and contributing municipalities, such as decisions to cease contributions. The Ministry may then, at its sole discretion, make any necessary adjustment to its contribution of dedicated gas tax funds to the host municipality.

## **5. DEDICATED GAS TAX FUNDS RESERVE ACCOUNT AND INTEREST**

### **5.1 Dedicated Gas Tax Funds Reserve Account**

Dedicated gas tax funds must be used only towards the eligible expenditures for public transportation listed under Article 3(a). If the Ministry provides dedicated gas tax funds to a municipality before the municipality’s immediate need for the funds, the municipality will be required to keep the funds, and all interest earned on such funds, in a dedicated gas tax funds reserve account. Dedicated gas tax funds received, and any related interest earned on such funds, must be reported annually, using the reporting forms, on a cash basis.

## **5.2 Interest**

Interest must accrue on funds carried over the course of the Program reporting period in a dedicated gas tax funds reserve account. A municipality must calculate interest on its average annual balance of funds. The interest must also be reported annually, using the reporting forms, and can only be applied towards eligible expenditures.

## **6. ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS**

If a municipality acquires goods, including supplies, materials, vehicles, equipment or services, or both, with dedicated gas tax funds, it must do so through a process that promotes the best value (with due regard for economy, efficiency and effectiveness) for the dedicated gas tax funds it spends.

The municipality must report, in writing, to the Ministry any funds accrued from the sale, lease or disposal of assets purchased with dedicated gas tax funds, and return such funds to a dedicated gas tax funds reserve account (see Article 5), with the exception that funds accrued from the sale, lease or disposal of transit buses beyond their useful economic life (12 years for conventional and 5 years for specialized), will not be required to be returned to a dedicated reserve account.

## **7. ADJUSTMENT, WITHHOLDING AND PAYMENT OF DEDICATED GAS TAX FUNDS AND OTHER REMEDIES**

If, in the opinion of the Ministry, a municipality: i) fails to comply with any term, condition or obligation set out in a letter of agreement, including these guidelines and requirements; ii) uses any of the dedicated gas tax funds or any related interest for a purpose not authorized without the prior written consent of the Ministry; iii) provides erroneous or misleading information; iv) fails to provide information, including requested audit information and required reports, to the Ministry for any reason whatsoever; or v) is unable to provide or acquire or has discontinued the provision or acquisition of any service or asset for which dedicated gas tax funds have been provided, or it is not reasonable for the municipality to continue to provide or acquire any service or asset for which such funds have been provided (“event of default”), the Ministry may, unless the Ministry provides the municipality with written notice of an opportunity to remedy the event of default, take one or more of the following actions: i) initiate any action the Ministry considers necessary in order to facilitate the successful provision or acquisition of any service or asset provided or acquired with dedicated gas tax funds; ii) suspend the payment of dedicated gas tax funds for such period as the Ministry determines appropriate; iii) reduce the amount of the dedicated gas tax funds; (iv) cancel further payments of dedicated gas tax funds; (v) demand from the municipality the payment of any dedicated gas tax funds remaining in the possession or under the control of the municipality; (vi) demand from the municipality the payment of an amount equal to any dedicated gas tax funds the municipality used, but did not use in accordance with the letter of agreement; (vii) demand from the municipality the payment of an amount equal to any dedicated gas tax funds the Ministry provided to the municipality; and viii) terminate the letter of agreement at any time, including

immediately, without liability, penalty or costs to the Ministry upon giving notice to the municipality.

Where the Ministry gives the municipality an opportunity to remedy an event of default by giving the municipality notice of the particulars of the event of default and the date by which the municipality is required to remedy it, and: i) the municipality does not remedy the event of default by the date specified in the notice; ii) it becomes apparent to the Ministry that the municipality cannot completely remedy the event of default by the date specified in the notice; or iii) the municipality is not proceeding to remedy the event of default in a way that is satisfactory to the Ministry, the Ministry may extend the date by which the municipality is required to remedy the event of default, or initiate any of the remedies for event of default available to it under this Article.

Upon termination of the letter of agreement pursuant to this Article, the Ministry may take one or more of the actions listed for in the first paragraph to this Article 7. In regards to any demand for payment, the Minister may not demand payment of an aggregate amount greater than the dedicated gas tax funds that were received by the municipality.

Upon the Minister providing a municipality a written demand for payment of dedicated gas tax funds, any related interest, or both, the amount of the demand will be deemed to be a debt due and owing to the Crown of the Province of Ontario and may be recovered as such under applicable law, including, without limitation, the *Financial Administration Act*, R.S.O. 1990, c. F.12, as amended, ("FAA"). In addition to any remedy the Crown may have under the FAA, the Ministry may decide to withhold or adjust the amount of any current or future dedicated gas tax funding, or any other funding program, that may be provided to the municipality in an amount equal to such debt or have the amount of such debt deducted from financial assistance payable on any other project(s) of the municipality under any other initiative in which the Ministry is involved (either current or future). The Ministry may charge the municipality interest on any money owing by the municipality at the then current rate charged by the Province of Ontario on accounts receivable. The municipality will pay any money owing to the Ministry by cheque payable to the "Ontario Minister of Finance" and delivered to the Ministry as the Ministry may require.

If a municipality: i) has failed to comply with any term, condition or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a "failure"); ii) has been provided with notice of such failure in accordance with the requirements of such other agreement; iii) has, if applicable, failed to rectify such failure in accordance with the requirements of such other agreement; and iv) such failure is continuing, the Ministry may suspend the payment of dedicated gas tax funds for such period as the Ministry determines appropriate.

When the Ministry provides its consent pursuant to a letter of agreement, including these guidelines and requirements, it may impose any terms and conditions on such consent and the municipality will comply with such terms and conditions.

If a municipality fails to comply with any term of a letter of agreement, including these guidelines and requirements, the municipality could only rely on a waiver of the Ministry if the

waiver was in writing and refers to the specific failure to comply. A waiver will not have the effect of waiving any subsequent failures to comply.

Any decision made by the Minister regarding funding under the Program is final.

## **8. ACCOUNTABILITY, RECORDS, AUDIT AND REPORTING REQUIREMENTS**

### **8.1 Accountability**

A municipality receiving dedicated gas tax funds must use such funds, and any interest earned on such funds, exclusively towards public transportation service eligible expenditures and in accordance with these guidelines and requirements. The municipality will not be allowed to use dedicated gas tax funds and related interest to offset other municipal expenditures.

The municipality will also be required to provide such further assurances as the Ministry may request from time to time with respect to any matter to which a letter of agreement, including these guidelines and requirements, pertains, and will otherwise do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of these documents to their full extent.

Furthermore, the municipality must ensure any information the municipality provides to the Ministry under the Program is true and complete at the time provided and will continue to be true and complete.

### **8.2 Records**

A municipality receiving dedicated gas tax funds must keep and maintain separate records and documentation related to any dedicated gas tax funds and any related interest, including invoices and any other financially-related documents relating to the provision or acquisition of public transportation services for which dedicated gas tax funds and any related interest have been used. The records and documentation must be kept and maintained in accordance with generally accepted accounting principles. Records containing confidential information must be kept in accordance with all applicable legislation. No provision of these guidelines and requirements shall be construed so as to give the Ministry any control whatsoever over the municipality's records.

### **8.3 Audit**

A municipality receiving dedicated gas tax funds may be subject to audit. The Ministry may, at its sole discretion, audit or have audited by any third party, any records and documentation of the municipality related to any public transportation services provided or acquired with dedicated gas tax funds or any related interest, and such funds. Such audit may require the Ministry, at the municipality's expense (except as provided in the Canadian Content Policy), to retain external auditors. In addition, the Auditor General may, pursuant to the *Auditor General Act*, R.S.O. 1990, c. A. 35, as amended, audit the accounts and records of the municipality

relating to any expenditure of dedicated gas tax funds.

To assist in respect of the rights set out above, a municipality will be required to disclose any information requested by the Ministry, its authorized representatives or an independent auditor identified by the Ministry, and will do so in the form requested by the Ministry, its authorized representatives or an independent auditor.

In addition to any adjustments the Ministry may make to dedicated gas tax funding under these guidelines and requirements, the Ministry may, upon recommendation in an audit report, adjust future dedicated gas tax fund payments or other payments the Province may make to the municipality under any other program.

## **8.4 Reporting**

Accuracy in the calculation and reporting of municipal transit ridership and dedicated gas tax funds and any related interest is paramount. When calculating ridership, municipalities must use one of the acceptable best practices identified in the 2008 Ontario Ridership Data Collection Review Report, published jointly by CUTA and iTrans Consultants (retained by CUTA).

A municipality will be accountable to use dedicated gas tax funds and any related interest towards public transportation expenditures that meet the Program eligibility requirements. Each municipality will be required to report on how dedicated gas tax funds and any related interest are spent on an annual basis, including the provision of its Canadian Content Policy declaration form(s), in accordance with the Canadian Content Policy, for any public transportation vehicle funded with dedicated gas tax funds. The Canadian Content Policy has been amended effective September 21, 2017 to be aligned with government procurement commitments under the Comprehensive Economic Trade Agreement (CETA) between Canada and the European Union (EU). As of September 21, 2017, municipalities are to comply with the amended policy for all transit procurements.

For the purpose of the above reporting, municipalities will be required to use the reporting forms that have been developed in consultation with municipal public transportation stakeholders, and submit these reporting forms to the Ministry prior to February 28, 2019.

Municipalities are strongly advised to carefully verify all data before submitting their reporting forms, to ensure that all information provided is accurate. Municipalities are also encouraged to contact the Ministry if they require any guidance or assistance in completing these reports.

## **9. COMMUNICATIONS**

Unless the Ministry otherwise approves in writing, a municipality receiving dedicated gas tax funds will be required to acknowledge the support of the Ministry in a form and manner as directed by the Ministry.

A municipality will be required to give a minimum of thirty (30) days written notice to the Ministry regarding any planned local dedicated gas tax funding communication or recognition event, or both. The municipality will also be required to provide the Ministry with detailed information regarding such communication or event, or both.

The Ministry and a municipality receiving dedicated gas tax funds will, at all times, remain independent of each other and will not represent themselves to be the agent, joint venturer, partner or employee of the other. Neither the municipality nor the Ministry will be allowed to make representations or take actions that could establish or imply any apparent relationship of agency, joint venture, partnership or employment. In addition, neither the municipality nor the Ministry will be bound in any manner whatsoever by any agreements, warranties or representations made by any of them to any other person or entity, with respect to any other action of the other.

If the municipality publishes any material of any kind, written or oral, relating to public transportation services provided or acquired with dedicated gas tax funds, the municipality will indicate in the material that the views expressed in the material are the views of the municipality and do not necessarily reflect those of the Ministry.

A municipality receiving gas tax funding must comply with the requirements for the installation and maintenance of visual identity signage set out in Appendix C.

## **10. CONFLICT OF INTEREST**

A municipality and its subcontractors and any of their respective personnel must use dedicated gas tax funds and provide and acquire services and assets with such funds without an actual, potential, or perceived conflict of interest.

A conflict of interest includes any circumstances where a municipality or any person who has the capacity to influence the municipality's decisions has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the municipality's objective, unbiased, and impartial judgment relating to the provision or acquisition of services or assets provided or acquired with dedicated gas tax funds, the use of such funds, or both.

A municipality will disclose to the Ministry, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest, and comply with any terms and conditions that the Ministry may prescribe as a result of the disclosure.

## **11. FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**

All applications submitted to the Ministry are subject to the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. F. 31, as amended ("FIPPA"). The FIPPA provides every person with a right of access to information in the custody or under the control of the Ministry, subject to a limited set of exemptions.

Municipalities are advised that the names of municipalities receiving dedicated gas tax funds, the amount of funds provided, and the purpose for which dedicated gas tax funds are provided, is information the Ministry makes available to the public.

## **12. LIABILITIES AND INDEMNITIES**

A municipality receiving dedicated gas tax funds must agree that it is responsible for anything that may arise, directly or indirectly, in connection with the Program, including, without limitation, any activity under it such as the provision and acquisition of services and assets with dedicated gas tax funds. The Ministry's involvement under the Program is for the sole purpose of, and is limited to, the provision of dedicated gas tax funds.

Furthermore, a municipality receiving dedicated gas tax funds must agree to indemnify and hold harmless the indemnified parties from and against any and all losses or proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any way arising out of, or in connection with anything done or omitted to be done by the municipality or any municipality on behalf of which the municipality receives dedicated gas tax funds, or any of their respective personnel, the Program, any activity under it, or the letter of agreement, unless the loss or proceeding is solely caused by the negligence or willful misconduct of the indemnified parties.

A municipality receiving dedicated gas tax funds is responsible for its own insurance and must carry, at its own costs and expense, and require the same from its subcontractors and any municipality on behalf of which it receives dedicated gas tax funds, all the necessary and appropriate insurance that a prudent municipality in similar circumstances would maintain in order to protect itself and the Ministry and support the indemnification, as set out above, provided to the Ministry. For greater certainty, the municipality is not covered by the Province of Ontario's insurance program and no protection will be afforded to the municipality by the Government of Ontario for any losses or proceedings that may arise out of the Program or letter of agreement.

For greater certainty, the rights and remedies of the Ministry under a letter of agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

## **13. COMPLIANCE WITH THE LAW**

A municipality receiving dedicated gas tax funds must comply with all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules and by-laws related to any aspect of the services or assets provided or acquired with the dedicated gas tax funds and the dedicated gas tax funds.

For greater clarity, by receiving dedicated gas tax funds, a municipality may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Public Sector Salary Disclosure Act, 1996*, S.O. 1996, c. 1, Sched. A and the *Auditor General Act*, R.S.O. 1990, c. A.35.

#### **14. WHERE TO APPLY AND REQUEST OR PROVIDE INFORMATION**

All forms, agreements, supporting documentation as well as any questions regarding the Program are to be directed to the Strategic Transit Investments Office of the Ministry of Transportation at [MTO-PGT@ontario.ca](mailto:MTO-PGT@ontario.ca).

## APPENDIX A: REPORTING FORMS

**APPENDIX B: CANADIAN CONTENT POLICY**

## **APPENDIX C: VISUAL IDENTITY SIGNAGE REQUIREMENTS**

### **1. Purpose of Schedule**

This Appendix describes the municipality’s responsibilities and obligations involved in installing and maintaining visual identity signage under the Program.

### **2. Visual Identity Signage**

The municipality will install and maintain the exterior and interior visual identity signage on transit vehicles for which dedicated gas tax funds were provided. This is to include replacement buses that have been supported through the Program.

External visual identity signage must be located immediately to the left of the front passenger entrance doors of the vehicle. Internal visual identity signage should be placed on an interior wall in a location and height that will be convenient for passengers to read.

Recognition stickers approximate size — 10” x 3.4”. Sample image found below is not to scale.



**Sarah O'Connell**

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**Subject:** FW: Request for Noise Permit

**Subject:** Request for Noise Permit

Attn: Mayor & Council

Good evening,

My name is Lee Anne Adam and I live in Seagrave. Next June (2019), my fiancé and I plan to get married in my parent's backyard. I was told by Alix Scarr to put in a request for a noise exemption permit for the evening.

The wedding will take place at 31 Robinglade Avenue, Seagrave, ON - June 22, 2019.

The event will be from 4:30pm-1:00am.

Please let me know what additional information you require.

Thank you for your time,

**Lee Anne Adam, RVT, B.Comm.**

Founder/Director

All Humane Kind

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**Sarah O'Connell**

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**Subject:** FW: Noise Permit Application - Application to Council

- >
- > -----Original Message-----
- > From: Judi Clayton
- > Sent: Thursday, April 25, 2019 8:43 PM
- > To: Agenda Items
- > Subject: Noise Permit Application - Application to Council
- >
- >
- >
- > We are respectfully applying for a noise permit for a private catered wedding on an estate in Bethany.
- >
- > All guests are by invitation only and the reception will be held in a tent (which we will also apply for permit for the tent). All guidelines will be adhered to - there is no stadium seating.
- >
- >
- > Property Owners
- >
- > Andrea/Dale Ross
- > 2318 Hillview Drive
- > Bethany Ontario
- > LA0 1A0
- >
- > Duration of wedding
- >
- > 4:00 pm to 1 am
- >
- > Date- Saturday, August 24/2019
- >
- > One time Event - Ceremony and Reception
- >
- > We respectfully submit this application to council to honour our request.
- >
- > Please advise if you require any further information for this application.
- >
- > Regards
- >
- >
- > Judi Clayton
- > Wheelhouse Event Co
- >
- >
- >
- >
- >

**Sarah O'Connell**

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**Subject:** FW: Event Exemption to Noise By-Law

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**From:** Rachel Thorn  
**Sent:** Tuesday, April 30, 2019 7:12 AM  
**To:** Ann Rooth  
**Cc:** Courtney Boyd  
**Subject:** Re: Event Exemption to Noise By-Law

Mayor Andy Letham & Members of Council  
City of Kawartha Lakes  
26 Francis Street, 1st Floor  
Lindsay, ON K9V 5R8

Dear Mayor Andy Letham & Members of Council

I represent the Woodville Curling Club and would like to be exempted from the Noise By-Law for the Date of July 5th & 6th, 2019, as we will be hosting a Beer Garden and BBQ on our property. This is a community event held yearly were all is welcomed to enjoy the summer season and good fellowship. I request the exemption as our Beer Garden & BBQ goes past the Noise By-Laws.

Location: At the Woodville Curling Club, East side outside  
112 Argyle Street, Woodville, Ontario

Time:

July 5th from 5pm - 1am (could have a short time due to weather)  
July 6th from 11am - 8pm (could have a shorter time due to weather)

Have your neighbours been notified of the event?

Yes, The Woodville Curling Club's direct neighbours: to the east is the Kawartha Lakes - Woodville Public Park, to the west is the Woodville Elementary Public School. Adjacent neighbours will be notified by either: a newsletter, social media, email, or by a face-to-face conversation.

Is there a local cottage association in the area? If yes, have they been notified?

No, there is no local cottage association.

Will you have live music during the event?

No, we don't provide any music.

Please consider our request and thank-you for your time. I hope this is better.

Thanks,  
Rachel Thorn

**Sarah O'Connell**

---

**Subject:** FW: Request for exemption from the city's noise by-law

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**From:** Deborah Flak  
**Sent:** Friday, May 10, 2019 10:36 AM  
**To:** Agenda Items  
**Subject:** Request for exemption from the city's noise by-law

Good Morning

I am writing to request an exemption from the time limit on the city's noise by-law

**Date of event:** August 3, 2019

**Time of event:** 4pm-12:30am

**Location:** 184 Ski Hill Rd. Bethany, ON

**Notice provided to adjacent property owners:** Yes

**Details of event:**

My friend Rose, a young artist living in Toronto and building a tiny home nearby, would like to get married at my home this August 3 at 4 pm. There will be a total of 75 guests. A live band will play in the backyard (where the house will shield some of the sound) from 5 pm to 9 pm. Following the band there will be music played on speakers behind the house in the backyard from a smart phone until 12:30 am at which time, guests will leave. We are asking for an extension of the 11 pm curfew for noise to 12:30 am. We will monitor the decibel level throughout the night and be considerate of our neighbours feedback or concerns.

Adjacent neighbours have been notified of the event details.

We look forward to hearing the decision of the Mayor and council of the city of Kawartha Lakes, following the May 21st council meeting.

Thank you  
Deborah Flak

Re: Kennedy Bay Rd. / Village

Person Submitting the Petition

|          |                                     |
|----------|-------------------------------------|
| Name:    | Donna L. BAKER and James MOFFAT     |
| Address: | 46 Elder Street, DUNSFORD - KOM 1L0 |
| Phone:   | 705-328-5427 and 705-928-5286       |

**Petition**

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

Our access road (Kennedy Bay) is one of the worst streets in CKL, It has become a hazard to vehicles trying to navigate, due to the huge and deep potholes! They are beyond trying to avoid and very dangerous to our axles and shocks, etc. We need something done immediately, but no more patching, because it does no good, and hasn't for at least the last ten (10) years.

| #  | Name                 | Contact Information | Signature            |
|----|----------------------|---------------------|----------------------|
| 1  | JAMES MOFFAT         | 705-928-5286        | J. Moffat            |
| 2  | Donna L. BAKER       | 705, 328-5427       | Donna L. Baker       |
| 3  | Mike Fuller          | 705-793-1569        | Mike Fuller          |
| 4  | Calvin Murchhead     | 705 340 2999        | Calvin Murchhead     |
| 5  | Jacquelin McLaughlin | 905-926-2619        | Jacquelin McLaughlin |
| 6  | Dave Edgar           | 416 409 8108        | Dave Edgar           |
| 7  | Catherine Poole      | 289 928 9778        | Catherine Poole      |
| 8  | ANN MOFFAT           | 54 Elder St.        | Ann Moffat           |
| 9  | Marion Walden        | 705-793-3394        | Marion Walden        |
| 10 | FRANCIS L. DAVIES    | 705-793-2936        | Francis L. Davies    |
| 11 | LILIANE MCLURE       | 705-793-9928        | L. McClure           |
| 12 | Doreen Macpherson    | 647-883-9443        | D. Macpherson        |
| 13 | Jarrett Lane         | 905-926-7457        | J. Lane              |
| 14 | BUD Beth Sellick     | 705-793 9446        | Bud Sellick          |
| 15 | BETH SELICK          | 705-793-9446        | Beth Sellick         |

Signatories to a Petition are deemed to have waived any expectation of privacy as a result of the record being created for review by the general public. Questions about the collection and disclosure of personal information contained in this petition should be directed to the Office of the City Clerk at 705-324-9411 extension 1295 or 1322. All signature pages submitted must include the petition request for the signatures to be considered valid.

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| #  | Name                 | Contact Information | Signature          |
|----|----------------------|---------------------|--------------------|
| 16 | MICHAEL WAKELIN      | 705-793-3130        | M Wakelin          |
| 17 | SHARON WAKELIN       | 705-793-3130        | Sharon Wakelin     |
| 18 | HAROLD WOOD          | 705-793-1734        | H Wood             |
| 19 | DRANEL WOOD          | 705-793-1734        | Danel Wood.        |
| 20 | Jacob Graham         | 705-876-6868        | Jacob Graham       |
| 21 | GUYLAINE LAMADELEINE | 705-793-1214        | Guyline Lamadeline |
| 22 | Fernando Douron      | 705-793-1214        | FERNANDO DOURON    |
| 23 | Carol Syer           | 519 861-0713        | Carol Syer         |
| 24 | LLOYD GAMACHE        | 905 925 6962        | Lloyd Gamache      |
| 25 | JOSEPH EVANS         | 705 793 2588        | Joseph R Evans     |
| 26 | ANDREA EVANS         | 705 793 2588        | Andrea Evans       |
| 27 | FRED VOLK            | 705 879 4241        | Fred Volk          |
| 28 | BRENDA M'CONNEL      | 705-879 424         | Brenda M'Connell   |
| 29 | Michelle Ellis       | 289 385 3393        | M Ellis            |
| 30 | Jo-Anne Stewart      | 705-793-9160        | J. Stewart         |

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| #  | Name                 | Contact Information | Signature      |
|----|----------------------|---------------------|----------------|
| 31 | John Grimshaw        | 705-793-9160        | J. JK          |
| 32 | MARY & JOHN HENNEKAM | 705-793-2526        | M. Hennekam    |
| 33 | Andrea Potter        | 705-238-3978        | A. Potter      |
| 34 | MOWICA NAGY          | 905 252-5009        | M. Nagy        |
| 35 | April Dart           | 705 308-7998        | A. Dart        |
| 36 | GARET JENKINS        | 705-340-3816        | G. Jenkins     |
| 37 | DAVID Cook           | 793-7707 (705)      | D. Cook        |
| 38 | Clazina Cook         | 793-3303 (705)      | Clazina Cook   |
| 39 | MARY B WANSBROUGH    | 793-3390            | M. Wansbrough  |
| 40 | Phil Westland        | 705-845-5935        | Phil Westland  |
| 41 | Stephanie Trochlich  | 705-340-9869        | S. Trochlich   |
| 42 | Michelle Fitzpatrick | 705-328-4807        | M. Fitzpatrick |
| 43 | Ryan Brantall        | 705-793-1470        | Ryan Brantall  |
| 44 | Laura Noite          | 705 793-3128        | Laura Noite    |
| 45 | Janet Shew           | 705 793-1610        | Janet Shew     |

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| #  | Name             | Contact Information           | Signature        |
|----|------------------|-------------------------------|------------------|
| 46 | Jean-Anne Forson | 705-793-2065<br>4 Augusta St. | Jean-Anne Forson |
| 47 | CHRIS MENAUL     | 7 AUGUSTA ST 705-928-6005     | Chris Menaul     |
| 48 | KEVIN CROSBY     | 416 822-0671<br>2 ELDER ST.   | Kevin Crosby     |
| 49 | Maryna Bush      | 705-793-9890<br>14 Elder St.  | M. Bush          |
| 50 | Daryl Bush       | 705-793-9890<br>14 Elder St.  | D. Bush          |
| 51 | WENDY GARCIA     | 416-905-0625<br>16 ELDER      | Wendy Garcia     |
| 52 | JOLE GARCIA      | 16 ELDER STREET               | Jole Garcia      |
| 53 | Daryl Butcher    | 416-992-6882                  | Daryl Butcher    |
| 54 | Steve Hiltz      | 705 340 2248                  | Steve Hiltz      |
| 55 | Angel Junkin     | 705 934 1128                  | Angel Junkin     |
| 56 | Steve Junkin     | 705 934 9537                  | Steve Junkin     |
| 57 | Rich Thurston    | 705 3010 0100                 | Rich Thurston    |
| 58 | Jola Kaypers     | 705 928 6194                  | Jola Kaypers     |
| 59 | Jill Hiltz       | 705 928 0028                  | Jill Hiltz       |
| 60 | Adrian Myers     | 705 928 6131                  | Adrian Myers     |

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| #  | Name            | Contact Information | Signature       |
|----|-----------------|---------------------|-----------------|
| 61 | Ging Wolkoff    | 75 snaghorbawald    | Ging Wolkoff    |
| 62 | Aaron Gimblett  | Pleasant Point      | Aaron Gimblett  |
| 63 | Susan Isueg     | 289-879-7872        | Susan Isueg     |
| 64 | OLEG BOICHOV    | 705-793-2924        | Oleg Boichov    |
| 65 | Michael Butcher | 647-821-3862        | Michael Butcher |
| 66 | James LeSoudier | 519-284-0207        | James LeSoudier |
| 67 | Barb LeSoudier  | 519-284-0207        | Barb LeSoudier  |
| 68 |                 |                     |                 |
| 69 |                 |                     |                 |
| 70 |                 |                     |                 |
| 71 |                 |                     |                 |
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# The Corporation of the City of Kawartha Lakes

## By-Law 2019-xxx

### A By-law to Establish Tax Rates in the City of Kawartha Lakes

#### Recitals

1. Section 312 of the Municipal Act, 2001, as amended, provides that the Council of a local municipality shall, after the adoption of estimates for each year, pass a by-law to levy a separate tax rate on the assessment in each property class, including any adjustments made under Sections 32, 33, 34, 39.1 or 40 of the Assessment Act for the purposes of raising the general local municipal levy.
2. Section 326 (1) (c) of the Municipal Act, 2001, as amended provides that the City may designate the area of the municipality in which the residents and property owners receive or will receive an additional benefit from the special service that is not received or will not be received in other areas of the municipality.
3. Section 326 (4) (a) of the Municipal Act, 2001, as amended, states the municipality shall levy a special local municipal levy under section 312 on the rateable property in the area designated in cause (1) (c) to raise the costs determined under clause (1) (e).
4. Tax Billing and Collection Policy, Section 5.01 provides for a minimum tax bill at the amount permitted under the Act.
5. Council Resolution 2016-295 approved a minimum instalment amount of \$250.
6. Section 342(b) of the Municipal Act, 2001, *as amended*, provides that a by-law under 342(1)(a) may establish different instalments and due dates for taxes on property.
7. Council has adopted a budget for the 2019 taxation year.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2018-062.**

#### **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"** means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

**"Manager, Revenue and Taxation"** means the person within the administration of the City which fulfills the function of the Tax Collector and his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council;

**"Council" or "City Council"** means the municipal council for the City;

**"Collector"** means the Manager, Revenue and Taxation and his or her delegate(s) or, in the event of organizational changes, another person designated by Council;

**"MPAC"** means the Municipal Property Assessment Corporation;

**"RTC"** means the Realty Tax Class in relation to the Property Class, as defined within the *Assessment Act*;

**"RTQ"** means the Realty Tax Qualifier in relation to the Property Class, as defined within the *Assessment Act*;

#### 1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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.
- (c) All references to the municipalities, which existed prior to January 1, 2001, and which were amalgamated to form the City, are references to the geographic areas of those former municipalities.
- (d) This By-law is subject to By-law 2019-072 (Limit Tax Decreases on Commercial, Industrial, and Multi-Residential Properties) and must be read and applied in accordance with that By-law.

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: Adoption of Estimates**

2.01 **Adoption:** The Council adopts the current estimates of all sums required during the year 2019 for the purposes of the City in the gross amount of \$201,620,251 and, in the net amount of \$112,378,828.

### **Section 3.00: Payment Due Dates**

3.01 **All Property Classes:** Taxes levied under this By-law for properties within the Residential & Farm, Farmlands, Managed Forest, Commercial,

Industrial and Pipeline property classes, are payable in two instalments. The first instalment is payable on June 27, 2019 and the second instalment is payable on September 27, 2019.

**Section 4.00: Alternative Instalment Payment Due Dates**

- 4.01 **12-Month Preauthorized Payment Program:** Where a property is registered for the 12 month preauthorized debit program taxes are payable in twelve instalments and are due on the fifteenth day of each month.
- 4.02 **10-Month Preauthorized Payment Program:** Where a property is registered for the 10 month preauthorized debit program taxes are payable in ten instalments. Payments are due on the first day of each month, for the 10 month period beginning in February and ending in November.

**Section 5.00: Establishment of Tax Rates**

- 5.01 **Assessment:** The whole of the assessment on real property in the City of Kawartha Lakes according to the last assessment roll for the City as amended by MPAC is in the amount of \$13,513,567,596 upon which the rate of taxation for Municipal and Education purposes for the year 2019 shall be fixed and levied pursuant to the provisions of the *Municipal Act, 2001*. The assessment used for calculation purposes is outlined in Schedule 'A'.
- 5.02 **Rates:** For the year 2019, there shall be levied and collected on the assessment in each property class in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC, the rates of taxation for current value assessment for general purposes to raise a sum of \$89,484,096. The amount set out in Schedule "B" in column "a" as the General Levy.

|                                   |                  |
|-----------------------------------|------------------|
| 2018 Budget Requirement           | \$89,220,992     |
| 2018 Generally Rated Streetlights | <u>\$263,104</u> |
| Total General Levy                | \$89,484,096     |

- 5.03 **Fire Area A:** A special levy for fire services in Area A, as defined on Schedule "C", shall be levied and collected on the assessment in each property class in Area A service area in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule "B", column "b", to raise the sum of \$2,131,675.
- 5.04 **Fire Area C:** A special levy for fire services in Area C, as defined on Schedule "C", shall be levied and collected on the assessment in each property class in Area C service area in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule "B", column "c", to raise the sum of \$2,380,377.

- 5.05 **OPP Police Services:** A special levy for Ontario Provincial Police Services shall be levied and collected on the assessment in each property class in the geographic areas other than Lindsay and Ops, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “d”, to raise the sum of \$8,575,488.
- 5.06 **Kawartha Lakes Police Services (Lindsay):** A special levy for Kawartha Lakes Police Services shall be levied and collected on the assessment in each property class in the geographic area of Lindsay in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “e”, to raise the sum of \$6,974,680.
- 5.07 **Kawartha Lakes Police Services (Ops):** A special levy for Kawartha Lakes Police Services shall be levied and collected on the assessment in each property class in the geographic areas of Ops in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “f”, to raise the sum of \$1,113,055.
- 5.09 **Transit:** A special services levy for transit shall be levied and collected on the assessment in each property class in the geographic area of Lindsay in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “g” to raise the sum of \$631,696.
- 5.10 **Parks:** A special levy for parks shall be levied and collected on the assessment in each property class in the geographic area of Lindsay in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “h” to raise the sum of \$297,112.
- 5.11 **Street Lights:** A special services levy for street lights shall be levied and collected on the assessment in each property class in the geographic areas of Lindsay, Omemee, Bobcaygeon, Fenelon Falls, Woodville, and Sturgeon Point in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “i” to raise the sum of \$647,149.
- 5.12 **Business Improvement Area (BIA):** A special levy for the Business Improvement Area shall be levied and collected on the assessment in each property class for each property defined in Schedule “D”, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “j”, to raise the sum of \$143,500.
- 5.13 **Fire Area C Prior Year Deficit:** A special levy for prior year deficit in Fire Services in Area C, as defined on Schedule C”, shall be levied and collected on the assessment in each property class in Area C service area

in Kawartha Lakes, according to the last assessment roll for the City as amended by the Municipal Property Assessment Corporation. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “l”, to raise the sum of \$181,602.

- 5.14 **Transit Prior Year Deficit:** A special services levy for the prior year deficit for transit shall be levied and collected on the assessment in each property class in the geographic area of Lindsay in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “k” to raise the sum of \$26,615.
- 5.15 **Parks Prior Year Deficit:** A special services levy for the prior year deficit for parks shall be levied and collected on the assessment in each property class in the geographic area of Lindsay in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “m” to raise the sum of \$39,512.
- 5.16 **Education:** In addition to the municipal taxes levied by this By-law, education rates as prescribed by Ontario Regulation 26/18 amending O.Reg. 400/98 shall be levied and collected on the assessment in each property class defined in Schedule “A”, according to the last assessment roll for the city as amended by MPAC.
- 5.17 **Reduction:** The amount raised by the levy provided for in this By-law shall be reduced by the amount previously raised by the interim levy in 2019 and collected.
- 5.18 **PIL Payments:** For payment-in-lieu of taxes due to the City, the actual amount due to the City is based on the last assessment roll for the City as amended by MPAC and the tax rates for the year 2019.
- 5.19 **Application:** Every property owner shall be taxed according to the applicable tax rates in this By-law.

## **Section 6.00: Public Hospitals, Provincial Mental Health Facilities, Universities, Colleges and Correctional Institutions**

- 6.01 The sum of \$75 is fixed as the amount levied in 2019 on each:
- (a) full time student of a designated university or college of applied arts and technology;
  - (b) resident place of a designated correctional institution or training school or youth custody facility; and
  - (c) provincially rated bed in a designated public hospital or provincial mental health facility;

as determined by the relevant Provincial Minister.

- 6.02 The taxes levied by section 6.01 are due and payable on or before August 31, 2019.

### **Section 7.00: Minimum Tax**

- 7.01 **Minimum Tax:** Where the assessment times the tax rates equals an amount less than \$50.00, the minimum tax bill that will be issued will be \$50.00. For those properties where the taxes generated would be less than \$10.00, those taxes will not be levied and will be cancelled. The difference between the taxes levied at current value assessment times the tax rate and the taxes billed the minimum amount will form part of the general funds of the City.

### **Section 8.00: Minimum Instalment**

- 8.01 **Minimum Instalment:** Where the total amount of the taxes is \$250.00 or less, the amount shall be payable on the first instalment due date.

### **Section 9.00: Late Payments**

- 9.01 **Late Payment Charge:** A percentage charge of one and one-quarter (1.25%) per cent shall be imposed as a penalty for non-payment of taxes under this By-law and shall be added to every tax instalment, or part of a tax instalment, on the first day of each calendar month after the default in which the default continues, up to and including December of the year concerned.
- 9.02 **Future Instalments Due:** The immediate payment of any instalments may be required if earlier instalments are not paid on time. (*Municipal Act, 2001, Section 342(1)(e)*).

### **Section 10.00: Notice of Taxes Due**

- 10.01 **Notices:** The Collector is authorized and directed to cause to be mailed or delivered, the notice of taxes due under this By-law to the address of the residence or place of business of the person to whom such notice is required to be given according to the last assessment roll for the City as amended by MPAC.

### **Section 11.00: Where and How Taxes are Payable**

- 11.01 **Payments:** All taxes payable pursuant to this By-law shall be payable to the City. All taxes, including local improvement assessments, water and wastewater rates and other rents, rates or charges payable or collected as taxes, can be paid as follows:
- a) at the office of the Manager, Revenue and Taxation, at 26 Francis Street, Lindsay;
  - b) at any City Municipal Service Centre;
  - c) by mail addressed to City of Kawartha Lakes, P.O. Box 696, Lindsay, Ontario, K9V 4W9; or

- d) provided they are paid on or before the due dates as specified in Section 3.00 of this By-law may be paid into any Chartered Bank of Canada, Trust Company, Credit Union or Caisse Populaire Incorporated subject to *The Credit Unions and Caisses Populaires Act*, to the credit of the City, in person, or via internet or telephone banking.
- e) Through a third party service provider through an agreement entered into by the City and subject to any fees charged by the service provider.

## **Section 12.00: Part Payment of Taxes Due and Owing and Application of Payment**

- 12.01 **Partial Payment:** The Manager, Revenue and Taxation is authorized and directed to accept part payment from time to time on account of any taxes due and to give a receipt for the payment, provided that acceptance of any payment shall not affect the collection of any percentage charge imposed and collectable under Section 7.00 of this By-law in respect of non-payment of any taxes or any class of taxes or of any instalment of taxes.
- 12.02 **Application of Tax Payment:** A tax payment will be applied in accordance with subsection 347 (1) of the *Municipal Act, 2001*.

## **Section 13.00: Administration and Effective Date**

13.01 **Administration of the By-law:** The Manager, Revenue and Taxation is responsible for the administration of this by-law.

13.02 **Effective Date:** 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 21<sup>st</sup> day of May, 2019.

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Andy Letham, Mayor

---

Cathie Ritchie, City Clerk

**Schedule "A" to By-law 2019-xxx  
Assessment Returned to the Municipality**

| <b>Unit Class/Tax Class/Tax Qualifier</b> |   |   |   |   | <b>2019 Assessment</b> |
|---|---|---|---|---|------------------------|
| COM PIL: FULL                             | C | F | N | S | \$ 12,877,761          |
| COM PIL: GENERAL                          | C | G | N | S | \$ 15,754,081          |
| COM TX: FULL, SHARED PIL                  | C | H | N | S | \$ 3,222,375           |
| COM TX: VACANT LAND, SHARED PIL           | C | J | N | S | \$ 733,575             |
| COM PIL: FULL, TX TEN OF PROV             | C | P | N | S | \$ 117,065             |
| COM TX: FULL                              | C | T | N | S | \$ 420,749,487         |
| COM TX: EXCESS LAND                       | C | U | N | S | \$ 5,832,991           |
| COM TX: VACANT LAND                       | C | X | N | S | \$ 17,112,521          |
| COM PIL: FULL VACANT LAND                 | C | Y | N | S | \$ 1,513,525           |
| COM PIL: GENERAL VACANT LAND              | C | Z | N | S | \$ 1,730,800           |
| OFFICE BLDG PIL: GENERAL                  | D | G | N | S | \$ 9,499,283           |
| OFFICE BLDG TX: FULL                      | D | T | N | S | \$ 3,581,758           |
| OFFICE BLDG TX: EXCESS LAND               | D | U | N | S | \$ 7,700               |
| EXEMPT                                    | E |   | N | S | \$ 416,638,697         |
| FARM TX: FULL                             | F | T | F | P | \$ 190,250             |
| FARM TX: FULL                             | F | T | F | S | \$ 1,332,788           |
| FARM TX: FULL                             | F | T | E | P | \$ 1,102,680,349       |
| FARM TX: FULL                             | F | T | E | S | \$ 57,151,605          |
| PARKING LOT TX: FULL                      | G | T | N | S | \$ 208,000             |
| LANDFILL PAYMENT IN LIEU: FULL            | H | F |   |   | \$ 650,675             |
| IND TX: FULL, SHARED PIL                  | I | H | N | S | \$ 1,391,999           |
| IND TX: VACANT LAND, SHARED PIL           | I | J | N | S | \$ 82,375              |
| IND TX: EXCESS LAND, SHARED PIL           | I | K | N | S | \$ 51,792              |
| IND TX: FULL                              | I | T | N | S | \$ 46,575,533          |
| IND TX: EXCESS LAND                       | I | U | N | S | \$ 6,831,931           |
| IND TX: VACANT LAND                       | I | X | N | S | \$ 6,640,968           |
| IND PIL: GENERAL VACANT LAND              | I | Z | N | S | \$ 68,000              |
| INDUSTRIAL: New Construction              | J | T | N | S | \$ 11,993,663          |
| INDUSTRIAL : Excess Land                  | J | U | N | S | \$ 729,586             |
| LG IND TX: FULL                           | L | T | N | S | \$ 5,743,600           |
| LG IND TX: EXCESS LAND                    | L | U | N | S | \$ 149,975             |
| MULTI-RES TX: FULL                        | M | T | F | P | \$ 159,560             |
| MULTI-RES TX: FULL                        | M | T | F | S | \$ 108,756             |
| MULTI-RES TX: FULL                        | M | T | E | P | \$ 176,167,524         |
| MULTI-RES TX: FULL                        | M | T | E | S | \$ 5,422,614           |
| PIPELINE                                  | P | T | N | S | \$ 16,308,326          |
| RESIDENTIAL TX: FARM1                     | R | 1 | E | P | \$ 2,940,000           |
| RESIDENTIAL PIL: FULL                     | R | F | F | P | \$ 3,024               |
| RESIDENTIAL PIL: FULL                     | R | F | F | S | \$ 2,792               |
| RESIDENTIAL PIL: FULL                     | R | F | E | P | \$ 2,720,443           |
| RESIDENTIAL PIL: FULL                     | R | F | E | S | \$ 159,591             |
| RESIDENTIAL PIL: GENERAL                  | R | G | N | S | \$ 7,871,298           |

**Schedule "A" to By-law 2019-xxx  
Assessment Returned to the Municipality**

| <b>Unit Class/Tax Class/Tax Qualifier</b> |   |   |   |   | <b>2019 Assessment</b>   |
|---|---|---|---|---|--------------------------|
| RESIDENTIAL TX: FULL, SHARED PIL          | R | H | F | P | \$ 326                   |
| RESIDENTIAL TX: FULL, SHARED PIL          | R | H | F | S | \$ 301                   |
| RESIDENTIAL TX: FULL, SHARED PIL          | R | H | E | P | \$ 86,263                |
| RESIDENTIAL TX: FULL, SHARED PIL          | R | H | E | S | \$ 17,310                |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | R | P | F | P | \$ 92                    |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | R | P | F | P | \$ 84                    |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | R | P | E | P | \$ 839,265               |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | R | P | E | S | \$ 4,859                 |
| RESIDENTIAL TX: FULL                      | R | T | F | P | \$ 15,064,946            |
| RESIDENTIAL TX: FULL                      | R | T | F | S | \$ 15,709,076            |
| RESIDENTIAL TX: FULL                      | R | T | N | S | \$ 346,675               |
| RESIDENTIAL TX: FULL                      | R | T | E | P | \$ 10,260,010,936        |
| RESIDENTIAL TX: FULL                      | R | T | E | S | \$ 704,542,994           |
| SHOP CENTER TX: FULL                      | S | T | N | S | \$ 48,755,849            |
| SHOP CENTER TX: EXCESS LAND               | S | U | N | S | \$ 776,623               |
| MANAGED FOREST TX: FULL                   | T | T | F | P | \$ 316,320               |
| MANAGED FOREST TX: FULL                   | T | T | F | S | \$ 2,129                 |
| MANAGED FOREST TX: FULL                   | T | T | E | P | \$ 45,636,978            |
| MANAGED FOREST TX: FULL                   | T | T | E | S | \$ 411,813               |
| COMMERCIAL NEW CONSTRUCTION               | X | T | N | S | \$ 55,830,031            |
| COMMERCIAL NEW CONSTRUCTION: EXCESS LAND  | X | U | N | S | \$ 1,506,090             |
| <b>TOTAL 2019 ASSESSMENT</b>              |   |   |   |   | <b>\$ 13,513,567,596</b> |

**Schedule "B" to By-law 2019-xxx  
2019 Tax Rates by Realty Tax Class/Qualifier**

|   |     | Fire       |            |            |
|---|-----|------------|------------|------------|
|   |     | General    | Area A     | Area C     |
|   | RTC | (a)        | (b)        | (c)        |
| COMMERCIALPIL: FULL                       | CF  | 0.00978270 | 0.00086002 | 0.00035695 |
| COMMERCIALPIL: GENERAL                    | CG  | 0.00978270 | 0.00086002 | 0.00035695 |
| COMMERCIALTX: FULL, SHARED PIL            | CH  | 0.00978270 | 0.00086002 | 0.00035695 |
| COMMERCIALTX: VACANT LAND, SHARED PIL     | CJ  | 0.00684789 | 0.00060202 | 0.00024987 |
| COMMERCIALPIL: FULL, TAXABLE TENANT OF F  | CP  | 0.00978270 | 0.00086002 | 0.00035695 |
| COMMERCIALTX: FULL                        | CT  | 0.00978270 | 0.00086002 | 0.00035695 |
| COMMERCIALTX: EXCESS LAND                 | CU  | 0.00684789 | 0.00060202 | 0.00024987 |
| COMMERCIALTX: VACANT LAND                 | CX  | 0.00684789 | 0.00060202 | 0.00024987 |
| COMMERCIALPIL: FULL VACANT LAND           | CY  | 0.00684789 | 0.00060202 | 0.00024987 |
| COMMERCIALPIL: GENERAL VACANT LAND        | CZ  | 0.00684789 | 0.00060202 | 0.00024987 |
| OFFICE BUILDING PIL: GENERAL              | DG  | 0.00978270 | 0.00086002 | 0.00035695 |
| OFFICE BUILDING TX: FULL                  | DT  | 0.00978270 | 0.00086002 | 0.00035695 |
| OFFICE BUILDING TX: EXCESS LAND           | DU  | 0.00684789 | 0.00060202 | 0.00024987 |
| EXEMPT                                    | E   | 0.00000000 | 0.00000000 | 0.00000000 |
| FARM TX: FULL                             | FT  | 0.00177312 | 0.00015588 | 0.00006470 |
| PARKING LOT TX: FULL                      | GT  | 0.00978270 | 0.00086002 | 0.00035695 |
| LANDFILL PAYMENT IN LIEU: FULL            | HF  | 0.00959927 | 0.00084390 | 0.00035026 |
| INDUSTRIAL TX : FULL, SHARED PIL          | IH  | 0.00954966 | 0.00083954 | 0.00022649 |
| INDUSTRIAL TX: VACANT LAND, SHARED PIL    | IJ  | 0.00620728 | 0.00083954 | 0.00022649 |
| INDUSTRIAL TX: EXCESS LAND, SHARED PIL    | IK  | 0.00620728 | 0.00054570 | 0.00034845 |
| INDUSTRIAL TX: FULL                       | IT  | 0.00954966 | 0.00054570 | 0.00034845 |
| INDUSTRIAL TX: EXCESS LAND                | IU  | 0.00620728 | 0.00083954 | 0.00022649 |
| INDUSTRIAL TX: VACANT LAND                | IX  | 0.00620728 | 0.00054570 | 0.00022649 |
| INDUSTRIAL PIL: GENERAL VACANT LAND       | IZ  | 0.00620728 | 0.00054570 | 0.00022649 |
| INDUSTRIAL (NEW CONS): FULL               | JT  | 0.00954966 | 0.00054570 | 0.00034845 |
| INDUSTRIAL (NEW CONS): EXCESS LAND        | JU  | 0.00620728 | 0.00083954 | 0.00022649 |
| LARGE INDUSTRIAL INDUSTRIAL TX: FULL      | LT  | 0.00954966 | 0.00054570 | 0.00034845 |
| LARGE INDUSTRIAL INDUSTRIAL TX: EXCESS LA | LU  | 0.00620728 | 0.00083954 | 0.00022649 |
| MULTI-RES TX: FULL                        | MT  | 0.01387874 | 0.00054570 | 0.00050641 |
| NEW MULTI-RES TX: FULL                    | NT  | 0.00709248 | 0.00122012 | 0.00025879 |
| PIPELINE TX: FULL                         | PT  | 0.01419429 | 0.00062352 | 0.00051793 |
| RESIDENTIAL TX: FARM1                     | R1  | 0.00390087 | 0.00124786 | 0.00014234 |
| RESIDENTIAL PIL: FULL                     | RF  | 0.00709248 | 0.00034294 | 0.00025879 |
| RESIDENTIAL PIL: GENERAL                  | RG  | 0.00709248 | 0.00062352 | 0.00025879 |
| RESIDENTIAL TX: FULL, SHARED PIL          | RH  | 0.00709248 | 0.00062352 | 0.00025879 |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | RP  | 0.00709248 | 0.00062352 | 0.00025879 |
| RESIDENTIAL TX: FULL                      | RT  | 0.00709248 | 0.00062352 | 0.00025879 |
| SHOPPING CENTER TX: FULL                  | ST  | 0.00978270 | 0.00062352 | 0.00035695 |
| SHOPPING CENTER TX: EXCESS LAND           | SU  | 0.00684789 | 0.00086002 | 0.00024987 |
| MANAGED FOREST TX: FULL                   | TT  | 0.00177312 | 0.00060202 | 0.00006470 |
| COMMERCIAL (New Construction)             | XT  | 0.00978270 | 0.00015588 | 0.00035695 |
| COMMERCIAL (New Construction)             | XU  | 0.00684789 | 0.00086002 | 0.00024987 |

**Schedule "B" to By-law 2019-xxx  
2019 Tax Rates by Realty Tax Class/Qualifier**

|   |     | Police     |                |            |
|---|-----|------------|----------------|------------|
|   |     | OPP<br>(d) | Lindsay<br>(e) | Ops<br>(f) |
|   | RTC |            |                |            |
| COMMERCIALPIL: FULL                       | CF  | 0.00127634 | 0.00361923     | 0.00222055 |
| COMMERCIALPIL: GENERAL                    | CG  | 0.00127634 | 0.00361923     | 0.00222055 |
| COMMERCIALTX: FULL, SHARED PIL            | CH  | 0.00127634 | 0.00361923     | 0.00222055 |
| COMMERCIALTX: VACANT LAND, SHARED PIL     | CJ  | 0.00089344 | 0.00253346     | 0.00155439 |
| COMMERCIALPIL: FULL, TAXABLE TENANT OF F  | CP  | 0.00127634 | 0.00361923     | 0.00222055 |
| COMMERCIALTX: FULL                        | CT  | 0.00127634 | 0.00361923     | 0.00222055 |
| COMMERCIALTX: EXCESS LAND                 | CU  | 0.00089344 | 0.00253346     | 0.00155439 |
| COMMERCIALTX: VACANT LAND                 | CX  | 0.00089344 | 0.00253346     | 0.00155439 |
| COMMERCIALPIL: FULL VACANT LAND           | CY  | 0.00089344 | 0.00253346     | 0.00155439 |
| COMMERCIALPIL: GENERAL VACANT LAND        | CZ  | 0.00089344 | 0.00253346     | 0.00155439 |
| OFFICE BUILDING PIL: GENERAL              | DG  | 0.00127634 | 0.00361923     | 0.00222055 |
| OFFICE BUILDING TX: FULL                  | DT  | 0.00127634 | 0.00361923     | 0.00222055 |
| OFFICE BUILDING TX: EXCESS LAND           | DU  | 0.00089344 | 0.00253346     | 0.00155439 |
| EXEMPT                                    | E   | 0.00000000 | 0.00000000     | 0.00000000 |
| FARM TX: FULL                             | FT  | 0.00023134 | 0.00065599     | 0.00040248 |
| PARKING LOT TX: FULL                      | GT  | 0.00127634 | 0.00361923     | 0.00222055 |
| LANDFILL PAYMENT IN LIEU: FULL            | HF  | 0.00125241 | 0.00355137     | 0.00217892 |
| INDUSTRIAL TX: FULL, SHARED PIL           | IH  | 0.00124594 | 0.00353302     | 0.00216766 |
| INDUSTRIAL TX: VACANT LAND, SHARED PIL    | IJ  | 0.00080986 | 0.00229646     | 0.00140898 |
| INDUSTRIAL TX: EXCESS LAND, SHARED PIL    | IK  | 0.00080986 | 0.00353302     | 0.00216766 |
| INDUSTRIAL TX: FULL                       | IT  | 0.00124594 | 0.00353302     | 0.00216766 |
| INDUSTRIAL TX: EXCESS LAND                | IU  | 0.00080986 | 0.00229646     | 0.00140898 |
| INDUSTRIAL TX: VACANT LAND                | IX  | 0.00080986 | 0.00229646     | 0.00140898 |
| INDUSTRIAL PIL: GENERAL VACANT LAND       | IZ  | 0.00080986 | 0.00229646     | 0.00140898 |
| INDUSTRIAL (NEW CONS): FULL               | JT  | 0.00124594 | 0.00353302     | 0.00216766 |
| INDUSTRIAL (NEW CONS): EXCESS LAND        | JU  | 0.00080986 | 0.00229646     | 0.00140898 |
| LARGE INDUSTRIAL INDUSTRIAL TX: FULL      | LT  | 0.00124594 | 0.00353302     | 0.00216766 |
| LARGE INDUSTRIAL INDUSTRIAL TX: EXCESS LA | LU  | 0.00080986 | 0.00229646     | 0.00140898 |
| MULTI-RES TX: FULL                        | MT  | 0.00181075 | 0.00513462     | 0.00315030 |
| NEW MULTI-RES TX: FULL                    | NT  | 0.00092535 | 0.00262396     | 0.00160991 |
| PIPELINE TX: FULL                         | PT  | 0.00185192 | 0.00525136     | 0.00322193 |
| RESIDENTIAL TX: FARM1                     | R1  | 0.00050894 | 0.00144318     | 0.00088545 |
| RESIDENTIAL PIL: FULL                     | RF  | 0.00092535 | 0.00262396     | 0.00160991 |
| RESIDENTIAL PIL: GENERAL                  | RG  | 0.00092535 | 0.00262396     | 0.00160991 |
| RESIDENTIAL TX: FULL, SHARED PIL          | RH  | 0.00092535 | 0.00262396     | 0.00160991 |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | RP  | 0.00092535 | 0.00262396     | 0.00160991 |
| RESIDENTIAL TX: FULL                      | RT  | 0.00092535 | 0.00262396     | 0.00160991 |
| SHOPPING CENTER TX: FULL                  | ST  | 0.00127634 | 0.00361923     | 0.00222055 |
| SHOPPING CENTER TX: EXCESS LAND           | SU  | 0.00089344 | 0.00253346     | 0.00155439 |
| MANAGED FOREST TX: FULL                   | TT  | 0.00023134 | 0.00065599     | 0.00040248 |
| COMMERCIAL (New Construction)             | XT  | 0.00127634 | 0.00361923     | 0.00222055 |
| COMMERCIAL (New Construction)             | XU  | 0.00089344 | 0.00253346     | 0.00155439 |

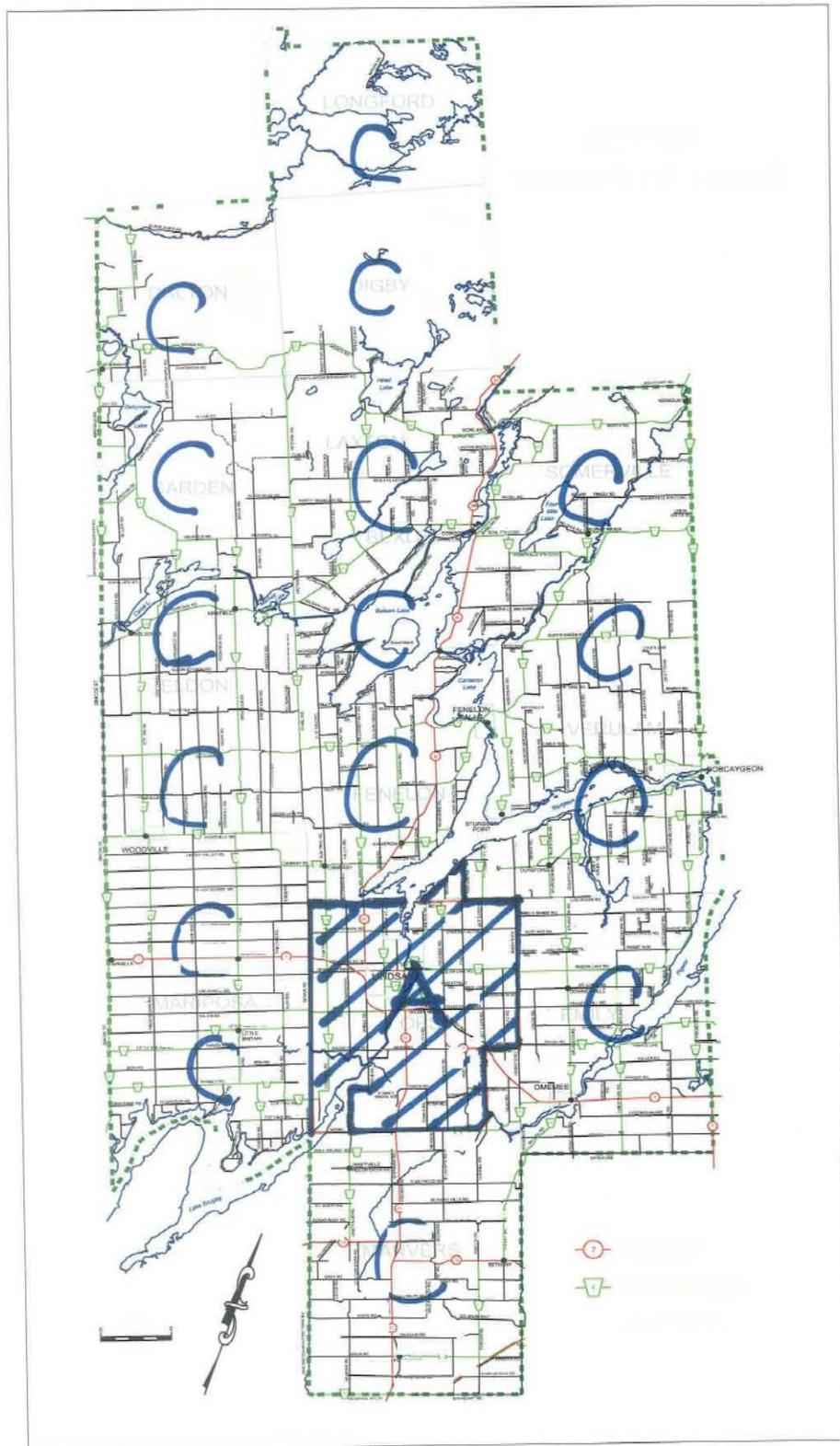
**Schedule "B" to By-law 2019-xxx  
2019 Tax Rates by Realty Tax Class/Qualifier**

|   |     | Transit    | Parks      | Streetlights | BIA        |
|---|-----|------------|------------|--------------|------------|
|   | RTC | (g)        | (h)        | (i)          | (j)        |
| COMMERCIALPIL: FULL                       | CF  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| COMMERCIALPIL: GENERAL                    | CG  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| COMMERCIALTX: FULL, SHARED PIL            | CH  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| COMMERCIALTX: VACANT LAND, SHARED PIL     | CJ  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |
| COMMERCIALPIL: FULL, TAXABLE TENANT OF F  | CP  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| COMMERCIALTX: FULL                        | CT  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| COMMERCIALTX: EXCESS LAND                 | CU  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |
| COMMERCIALTX: VACANT LAND                 | CX  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |
| COMMERCIALPIL: FULL VACANT LAND           | CY  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |
| COMMERCIALPIL: GENERAL VACANT LAND        | CZ  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |
| OFFICE BUILDING PIL: GENERAL              | DG  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| OFFICE BUILDING TX: FULL                  | DT  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| OFFICE BUILDING TX: EXCESS LAND           | DU  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |
| EXEMPT                                    | E   | 0.00000000 | 0.00000000 | 0.00000000   | 0.00000000 |
| FARM TX: FULL                             | FT  | 0.00005941 | 0.00002794 | 0.00004162   | 0.00000000 |
| PARKING LOT TX: FULL                      | GT  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| LANDFILL PAYMENT IN LIEU: FULL            | HF  | 0.00032165 | 0.00015128 | 0.00022535   | 0.00350591 |
| INDUSTRIAL TX : FULL, SHARED PIL          | IH  | 0.00031999 | 0.00015050 | 0.00022418   | 0.00348779 |
| INDUSTRIAL TX: VACANT LAND, SHARED PIL    | IJ  | 0.00020799 | 0.00009783 | 0.00014572   | 0.00226707 |
| INDUSTRIAL TX: EXCESS LAND, SHARED PIL    | IK  | 0.00020799 | 0.00009783 | 0.00014572   | 0.00226707 |
| INDUSTRIAL TX: FULL                       | IT  | 0.00031999 | 0.00015050 | 0.00022418   | 0.00348779 |
| INDUSTRIAL TX: EXCESS LAND                | IU  | 0.00020799 | 0.00009783 | 0.00014572   | 0.00226707 |
| INDUSTRIAL TX: VACANT LAND                | IX  | 0.00020799 | 0.00009783 | 0.00014572   | 0.00226707 |
| INDUSTRIAL PIL: GENERAL VACANT LAND       | IZ  | 0.00020799 | 0.00009783 | 0.00014572   | 0.00226707 |
| INDUSTRIAL (NEW CONS): FULL               | JT  | 0.00031999 | 0.00015050 | 0.00022418   | 0.00348779 |
| INDUSTRIAL (NEW CONS): EXCESS LAND        | JU  | 0.00020799 | 0.00009783 | 0.00014572   | 0.00226707 |
| LARGE INDUSTRIAL INDUSTRIAL TX: FULL      | LT  | 0.00031999 | 0.00015050 | 0.00022418   | 0.00348779 |
| LARGE INDUSTRIAL INDUSTRIAL TX: EXCESS LA | LU  | 0.00020799 | 0.00009783 | 0.00014572   | 0.00226707 |
| MULTI-RES TX: FULL                        | MT  | 0.00046504 | 0.00021873 | 0.00032581   | 0.00000000 |
| NEW MULTI-RES TX: FULL                    | NT  | 0.00023765 | 0.00011178 | 0.00016650   | 0.00000000 |
| PIPELINE TX: FULL                         | PT  | 0.00047561 | 0.00022370 | 0.00033322   | 0.00518413 |
| RESIDENTIAL TX: FARM1                     | R1  | 0.00013071 | 0.00006148 | 0.00009157   | 0.00000000 |
| RESIDENTIAL PIL: FULL                     | RF  | 0.00023765 | 0.00011178 | 0.00016650   | 0.00000000 |
| RESIDENTIAL PIL: GENERAL                  | RG  | 0.00023765 | 0.00011178 | 0.00016650   | 0.00000000 |
| RESIDENTIAL TX: FULL, SHARED PIL          | RH  | 0.00023765 | 0.00011178 | 0.00016650   | 0.00000000 |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | RP  | 0.00023765 | 0.00011178 | 0.00016650   | 0.00000000 |
| RESIDENTIAL TX: FULL                      | RT  | 0.00023765 | 0.00011178 | 0.00016650   | 0.00000000 |
| SHOPPING CENTER TX: FULL                  | ST  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| SHOPPING CENTER TX: EXCESS LAND           | SU  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |
| MANAGED FOREST TX: FULL                   | TT  | 0.00005941 | 0.00002794 | 0.00004162   | 0.00064759 |
| COMMERCIAL (New Construction)             | XT  | 0.00032779 | 0.00015417 | 0.00022965   | 0.00357290 |
| COMMERCIAL (New Construction)             | XU  | 0.00022946 | 0.00010792 | 0.00016076   | 0.00250103 |

**Schedule "B" to By-law 2019-xxx  
2019 Tax Rates by Realty Tax Class/Qualifier**

|   |     | Prior Year Deficit       |                              |                        |
|---|-----|--------------------------|------------------------------|------------------------|
|   |     | Transit Deficit Recovery | Fire Area C Deficit Recovery | Parks Deficit Recovery |
|   | RTC | (k)                      | (l)                          | (m)                    |
| COMMERCIALPIL: FULL                       | CF  | 0.00001381               | 0.00002723                   | 0.00002050             |
| COMMERCIALPIL: GENERAL                    | CG  | 0.00001381               | 0.00002723                   | 0.00002050             |
| COMMERCIALTX: FULL, SHARED PIL            | CH  | 0.00001381               | 0.00002723                   | 0.00002050             |
| COMMERCIALTX: VACANT LAND, SHARED PIL     | CJ  | 0.00000967               | 0.00001906                   | 0.00001435             |
| COMMERCIALPIL: FULL, TAXABLE TENANT OF F  | CP  | 0.00001381               | 0.00002723                   | 0.00002050             |
| COMMERCIALTX: FULL                        | CT  | 0.00001381               | 0.00002723                   | 0.00002050             |
| COMMERCIALTX: EXCESS LAND                 | CU  | 0.00000967               | 0.00001906                   | 0.00001435             |
| COMMERCIALTX: VACANT LAND                 | CX  | 0.00000967               | 0.00001906                   | 0.00001435             |
| COMMERCIALPIL: FULL VACANT LAND           | CY  | 0.00000967               | 0.00001906                   | 0.00001435             |
| COMMERCIALPIL: GENERAL VACANT LAND        | CZ  | 0.00000967               | 0.00001906                   | 0.00001435             |
| OFFICE BUILDING PIL: GENERAL              | DG  | 0.00001381               | 0.00002723                   | 0.00002050             |
| OFFICE BUILDING TX: FULL                  | DT  | 0.00001381               | 0.00002723                   | 0.00002050             |
| OFFICE BUILDING TX: EXCESS LAND           | DU  | 0.00000967               | 0.00001906                   | 0.00001435             |
| EXEMPT                                    | E   | 0.00000000               | 0.00000000                   | 0.00000000             |
| FARM TX: FULL                             | FT  | 0.00000250               | 0.00000494                   | 0.00000372             |
| PARKING LOT TX: FULL                      | GT  | 0.00001381               | 0.00002723                   | 0.00002050             |
| LANDFILL PAYMENT IN LIEU: FULL            | HF  | 0.00001355               | 0.00002672                   | 0.00002012             |
| INDUSTRIAL TX : FULL, SHARED PIL          | IH  | 0.00001348               | 0.00002658                   | 0.00002001             |
| INDUSTRIAL TX: VACANT LAND, SHARED PIL    | IJ  | 0.00000876               | 0.00001728                   | 0.00001301             |
| INDUSTRIAL TX: EXCESS LAND, SHARED PIL    | IK  | 0.00000876               | 0.00001728                   | 0.00002001             |
| INDUSTRIAL TX: FULL                       | IT  | 0.00001348               | 0.00002658                   | 0.00002001             |
| INDUSTRIAL TX: EXCESS LAND                | IU  | 0.00000876               | 0.00001728                   | 0.00001301             |
| INDUSTRIAL TX: VACANT LAND                | IX  | 0.00000876               | 0.00001728                   | 0.00001301             |
| INDUSTRIAL PIL: GENERAL VACANT LAND       | IZ  | 0.00000876               | 0.00001728                   | 0.00001301             |
| INDUSTRIAL (NEW CONS): FULL               | JT  | 0.00001348               | 0.00002658                   | 0.00002001             |
| INDUSTRIAL (NEW CONS): EXCESS LAND        | JU  | 0.00000876               | 0.00001728                   | 0.00001301             |
| LARGE INDUSTRIAL INDUSTRIAL TX: FULL      | LT  | 0.00001348               | 0.00002658                   | 0.00002001             |
| LARGE INDUSTRIAL INDUSTRIAL TX: EXCESS LA | LU  | 0.00000876               | 0.00001728                   | 0.00001301             |
| MULTI-RES TX: FULL                        | MT  | 0.00001959               | 0.00003863                   | 0.00002909             |
| NEW MULTI-RES TX: FULL                    | NT  | 0.00001001               | 0.00001974                   | 0.00001486             |
| PIPLINE TX: FULL                          | PT  | 0.00002004               | 0.00003951                   | 0.00002975             |
| RESIDENTIAL TX: FARM1                     | R1  | 0.00000551               | 0.00001086                   | 0.00000818             |
| RESIDENTIAL PIL: FULL                     | RF  | 0.00001001               | 0.00001974                   | 0.00001486             |
| RESIDENTIAL PIL: GENERAL                  | RG  | 0.00001001               | 0.00001974                   | 0.00001486             |
| RESIDENTIAL TX: FULL, SHARED PIL          | RH  | 0.00001001               | 0.00001974                   | 0.00001486             |
| RESIDENTIAL PIL: FULL, TXTEN OF PROV      | RP  | 0.00001001               | 0.00001974                   | 0.00001486             |
| RESIDENTIAL TX: FULL                      | RT  | 0.00001001               | 0.00001974                   | 0.00001486             |
| SHOPPING CENTER TX: FULL                  | ST  | 0.00001381               | 0.00002723                   | 0.00002050             |
| SHOPPING CENTER TX: EXCESS LAND           | SU  | 0.00000967               | 0.00001906                   | 0.00001435             |
| MANAGED FOREST TX: FULL                   | TT  | 0.00000250               | 0.00000494                   | 0.00000372             |
| COMMERCIAL (New Construction)             | XT  | 0.00001381               | 0.00002723                   | 0.00002050             |
| COMMERCIAL (New Construction)             | XU  | 0.00000967               | 0.00001906                   | 0.00001435             |

Schedule "C" to By-law 2019-xxx



**Schedule "D" to By-law 2019-xxx  
Listing of Business Improvement Properties**

| <b>Property Class</b>             | <b>Roll Number</b> | <b>Assessment</b> |
|-----------------------------------|--------------------|-------------------|
| CF                                | 010 00200201.0000  | \$ 184,000        |
| <b>Commercial PIL: Full Total</b> |                    | <b>\$ 184,000</b> |
| CT                                | 010 00200200.0000  | \$ 641,000        |
| CT                                | 010 00200300.0000  | \$ 301,100        |
| CT                                | 010 00200400.0000  | \$ 190,000        |
| CT                                | 010 00200500.0000  | \$ 1,367,090      |
| CT                                | 010 00200600.0000  | \$ 373,623        |
| CT                                | 010 00200650.0000  | \$ 213,081        |
| CT                                | 010 00200700.0000  | \$ 175,775        |
| CT                                | 010 00200800.0000  | \$ 212,800        |
| CT                                | 010 00201000.0000  | \$ 351,200        |
| CT                                | 010 00201100.0000  | \$ 320,000        |
| CT                                | 010 00201200.0000  | \$ 158,100        |
| CT                                | 010 00201300.0000  | \$ 1,144,250      |
| CT                                | 010 00201400.0000  | \$ 673,745        |
| CT                                | 010 00201500.0000  | \$ 330,000        |
| CT                                | 010 00201700.0000  | \$ 670,785        |
| CT                                | 010 00201800.0000  | \$ 854,000        |
| CT                                | 010 00202200.0000  | \$ 249,800        |
| CT                                | 010 00202300.0000  | \$ 322,000        |
| CT                                | 010 00202400.0000  | \$ 281,000        |
| CT                                | 010 00202500.0000  | \$ 292,252        |
| CT                                | 010 00202600.0000  | \$ 191,800        |
| CT                                | 010 00202700.0000  | \$ 608,000        |
| CT                                | 010 00202800.0000  | \$ 296,000        |
| CT                                | 010 00202900.0000  | \$ 309,500        |
| CT                                | 010 00203000.0000  | \$ 351,750        |
| CT                                | 010 00203100.0000  | \$ 584,000        |
| CT                                | 010 00203200.0000  | \$ 515,700        |
| CT                                | 010 00203300.0000  | \$ 380,500        |
| CT                                | 010 00203400.0000  | \$ 263,500        |
| CT                                | 010 00203500.0000  | \$ 1,005,830      |
| CT                                | 010 00222500.0000  | \$ 255,700        |
| CT                                | 010 00222600.0000  | \$ 96,675         |
| CT                                | 010 00222700.0000  | \$ 103,400        |
| CT                                | 010 00222900.0000  | \$ 113,125        |
| CT                                | 010 00223100.0000  | \$ 201,500        |

**Schedule "D" to By-law 2019-xxx  
Listing of Business Improvement Properties**

| <b>Property Class</b>                 | <b>Roll Number</b> | <b>Assessment</b>    |
|---------------------------------------|--------------------|----------------------|
| CT                                    | 010 00223200.0000  | \$ 180,700           |
| CT                                    | 010 00223300.0000  | \$ 141,475           |
| CT                                    | 020 00200200.0000  | \$ 852,500           |
| CT                                    | 020 00200300.0000  | \$ 339,750           |
| CT                                    | 020 00200400.0000  | \$ 293,250           |
| CT                                    | 020 00200500.0000  | \$ 496,500           |
| CT                                    | 020 00200600.0000  | \$ 222,300           |
| CT                                    | 020 00200700.0000  | \$ 234,750           |
| CT                                    | 020 00200800.0000  | \$ 587,000           |
| CT                                    | 020 00200900.0000  | \$ 865,000           |
| CT                                    | 020 00201000.0000  | \$ 237,000           |
| CT                                    | 020 00201200.0000  | \$ 179,750           |
| CT                                    | 020 00201300.0000  | \$ 2,112,500         |
| CT                                    | 020 00201500.0000  | \$ 307,875           |
| CT                                    | 020 00201600.0000  | \$ 582,500           |
| CT                                    | 020 00201700.0000  | \$ 635,850           |
| CT                                    | 020 00201800.0000  | \$ 3,335,615         |
| CT                                    | 020 00217000.0000  | \$ 340,000           |
| CT                                    | 020 00217200.0000  | \$ 274,000           |
| CT                                    | 020 00300210.0000  | \$ 186,750           |
| CT                                    | 020 00300220.0000  | \$ 193,325           |
| CT                                    | 020 00300230.0000  | \$ 209,900           |
| CT                                    | 020 00300300.0000  | \$ 516,925           |
| CT                                    | 020 00300500.0000  | \$ 778,100           |
| CT                                    | 020 00300800.0000  | \$ 2,389,000         |
| CT                                    | 020 00301000.0000  | \$ 410,000           |
| CT                                    | 020 00301100.0000  | \$ 329,000           |
| CT                                    | 020 00301200.0000  | \$ 390,750           |
| CT                                    | 020 00301400.0000  | \$ 289,750           |
| CT                                    | 020 00301700.0000  | \$ 1,027,000         |
| CT                                    | 020 00326200.0000  | \$ 364,000           |
| CT                                    | 020 00326300.0000  | \$ 459,000           |
| CT                                    | 020 00326500.0000  | \$ 449,560           |
| CT                                    | 040 00325000.0000  | \$ 786,105           |
| CT                                    | 040 00325500.0000  | \$ 603,740           |
| CT                                    | 040 00325600.0000  | \$ 258,100           |
| <b>Commercial Taxable: Full Total</b> |                    | <b>\$ 36,257,901</b> |

**Schedule "D" to By-law 2019-xxx  
Listing of Business Improvement Properties**

| <b>Property Class</b>                                  | <b>Roll Number</b> | <b>Assessment</b>    |
|--|--------------------|----------------------|
| CU   | 010 00201200.0000  | \$ 75,200            |
| CU   | 020 00300500.0000  | \$ 123,900           |
| <b>Commercial Taxable: Excess Land Total</b>           |                    | <b>\$ 199,100</b>    |
| ST   | 020 00201800.0000  | \$ 2,253,385         |
| <b>Shopping Centre Taxable: Full Total</b>             |                    | <b>\$ 2,253,385</b>  |
| XT   | 010 00223500.0000  | \$ 748,000           |
| XT   | 020 00326400.0000  | \$ 584,000           |
| <b>New Construction Commercial Taxable: Full Total</b> |                    | <b>\$ 1,332,000</b>  |
| <b>GRAND TOTAL</b>                                     |                    | <b>\$ 40,226,386</b> |

# The Corporation of the City of Kawartha Lakes

## By-Law 2019-

### A By-law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes

#### Recitals

1. Private property owners find it convenient to have certain municipal by-laws enforced by members of their own staff. The City receives requests, from time to time, for the appointment of citizens as municipal law enforcement officers for limited purposes.
2. The City has received such a request from Sir Sandford Fleming College in Lindsay for parking enforcement in the Lindsay Recreation Complex parking lot located at 133 Adelaide Street South.
3. Section 15 of the Police Services Act, R.S.O. 1990, c.P.15 authorizes municipal councils to appoint municipal law enforcement officers, who are peace officers for the purpose of enforcing their by-laws.
4. The Manager of Municipal Law Enforcement recommends that the person put forward be appointed for limited enforcement purposes.

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

#### 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;

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

**“Manager of Municipal Law Enforcement and Licensing”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

##### 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: Appointments**

- 2.01 **Appointment:** Mackenzie Robertson is appointed as a Municipal Law Enforcement Officer for the limited purpose of enforcement of the applicable Kawartha Lakes parking by-laws and regulations at the property known as “Lindsay Recreation Complex”, located at 133 Adelaide Street South, in Lindsay.
- 2.02 **Provincial Offences Officer:** Mackenzie Robertson is appointed as a Provincial Offences Officer for the limited purpose of enforcement of the applicable Kawartha Lakes parking by-laws and regulations at the property known as “Lindsay Recreation Complex”, located at 133 Adelaide Street South, in Lindsay, in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, c.P. 33.

## **Section 3.00: Administration and Effective Date**

- 3.01 **Administration of the By-law:** The Manager of Municipal Law Enforcement and Licensing is responsible for the administration of this by-law.
- 302 **Effective Date:** 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 21<sup>st</sup> day of May, 2019.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

# The Corporation of the City of Kawartha Lakes

## By-Law 2019-

### A By-law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes

#### Recitals

1. Private property owners find it convenient to have certain municipal by-laws enforced by members of their own staff. The City receives requests, from time to time, for the appointment of citizens as municipal law enforcement officers for limited purposes.
2. The City has received such a request from the Lindsay Downtown Business Improvement Association.
3. Section 15 of the Police Services Act, R.S.O. 1990, c.P.15 authorizes municipal councils to appoint municipal law enforcement officers, who are peace officers for the purpose of enforcing their by-laws.
4. The Manager of Municipal Law Enforcement recommends that the person put forward be appointed for limited enforcement purposes.

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

#### **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;

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

**“Manager of Municipal Law Enforcement and Licensing”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

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: Appointments**

- 2.01 **Appointment:** David Edward Surowiec is appointed as a Municipal Law Enforcement Officer for the limited purpose of enforcement of the applicable Kawartha Lakes parking by-laws and regulations, as the authority relates specifically to the activity as the Community Liaison Person for the Lindsay Downtown Business Improvement Association (LDBIA) and within a specifically defined boundary in accordance with a Municipal agreement with LDBIA.
- 2.02 **Provincial Offences Officer:** David Edward Surowiec is appointed as a Provincial Offences Officer for the limited purpose of enforcement of the applicable Kawartha Lakes parking by-laws and regulations, as the authority relates specifically to the activity as the Community Liaison Person for the Lindsay Downtown Business Improvement Association (LDBIA) and within a specifically defined boundary in accordance with a Municipal agreement with LDBIA and in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, c.P. 33.

## **Section 3.00: Administration and Effective Date**

- 3.01 **Administration of the By-law:** The Manager of Municipal Law Enforcement and Licensing is responsible for the administration of this by-law.
- 302 **Effective Date:** 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 21<sup>st</sup> day of May, 2019.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

# The Corporation of the City of Kawartha Lakes

## By-Law 2019-

### A By-law to Amend By-law 2008-162, being A By-law to Provide for Powers of Entry on Land within the Municipality to Conduct Inspections

#### Recitals

1. By-law 2008-162 was passed by Council on September 16, 2008 to provide for powers of entry on land within the municipality to conduct inspections.
2. An amendment is required to update definitions and responsibilities within the by-law.

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

#### Section 1.00: Definitions and Interpretation

##### 1.01 Definitions:

All defined terms in the amending By-law take their meaning from By-law 2008-162 of the City of Kawartha Lakes.

##### 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.

#### Section 2.00: Amendment Details

- 2.01 **Amendment:** Section 1.01, Definitions, to By-law 2008-162 is amended by deleting:

“**Director of Development Services**” means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

- 2.02 **Amendment:** Section 1.01, Definitions, to By-law 2008-162 is amended by adding:

“**Manager of Municipal Law Enforcement and Licensing**” means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

“**Municipal Law Enforcement Officer**” means a person appointed by Council under section 15 of the *Police Services Act* to enforce the by- laws of the City.

2.03 **Amendment:** Section 3.02, Administration, to By-law 2008-162 is deleted in its entirety and replaced with the following:

**Administration:** The Manager of Municipal Law Enforcement and Licensing is responsible for the administration of this by-law.

### **Section 3.00: Administration and Effective Date**

3.01 **Administration of the By-law:** The Manager of Municipal Law Enforcement and Licensing is responsible for the administration of this by-law.

3.02 **Effective Date:** 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 21<sup>st</sup> day of April, 2019.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

# The Corporation of the City of Kawartha Lakes

## By-Law 2019-

### A By-law to Establish Parcels of Land in the City of Kawartha Lakes as Public Highway

#### Recitals

1. Section 31 of the *Municipal Act, 2001* authorizes Council to establish a public highway by by-law.
2. Pursuant to City of Kawartha Lakes By-law 2016-059, authority has been given to the Director of Engineering and Corporate Assets to present highway dedication by-laws directly to Council without separately reporting on the history of the individual parcel of land.
3. The Director of Engineering and Corporate Assets has reviewed the parcels of land acquired for road purposes, as referenced in Schedule A to this by-law, and approves them for assumption as public highway.
4. The parcels of land as set out in Schedule A were transferred to The Corporation of the City of Kawartha Lakes for road purposes.

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

#### **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"** 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;

**“Director of Engineering and Corporate Assets”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) 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: Highway Assumption**

- 2.01 **Assumption:** The parcels of land acquired for road purposes, more particularly described in Schedule A attached hereto, are hereby established and assumed as public highway.

### **Section 3.00: Administration and Effective Date**

- 3.01 **Effective Date:** This By-law shall come into force on the date it is finally passed by Council and has been deposited on title in the Registry Office Division of Victoria (No. 57).

By-law read a first, second and third time, and finally passed, this 26<sup>th</sup> day of March, 2019.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

Schedule A  
to City of Kawartha Lakes By-law 2019-  
Passed this 5<sup>th</sup> Day of March, 2019

| <b>Geographic Township</b> | <b>Property PIN</b>     | <b>Legal Description</b>  | <b>Transfer Instrument No.</b> | <b>To be Assumed as Part of:</b> |
|----------------------------|-------------------------|---|--------------------------------|----------------------------------|
| Eldon                      | 63173-0144 (LT)         | Part of the West 1/2 of Lot 15, Concession 4; Eldon as in R406886; designated as Part 1 on Plan 57R-10631 | KL137886                       | Palestine Road                   |
| Fenelon                    | 63160-0434 (LT)         | Part of Lot 23, Concession 9, Fenelon; designated as Parts 10, 11 and 12 on Plan 57R-5962                 | KL136776                       | County Road 8                    |
| Fenelon                    | 63160-0452 (LT)         | Part of Lot 23, Concession 9, Fenelon; designated as Parts 3, 4 and 5 on Plan 57R-5962                    | KL136776                       | County Road 8                    |
| Fenelon                    | 63160-0451 (LT)         | Part of Lot 23, Concession 9, Fenelon; designated as Part 1 on Plan 57R-5962                              | KL136776                       | County Road 8                    |
| Fenelon                    | 63160-0432 (LT)         | Part of Lot 22, Concession 8, Fenelon; designated as Parts 3 & 4 on 57R-5681; S/T F11315                  | KL136776                       | County Road 8                    |
| Fenelon                    | 63160-0430 (LT)         | Part of Lot 22, Concession 8, Fenelon; Part 4 on Plan 57R-5766  | KL136776                       | County Road 8                    |
| Fenelon                    | Part of 63162-0420 (LT) | Part of Lot 21, Concession 6, designated as   | R240809                        | Cameron Road                     |

| <b>Geographic Township</b> | <b>Property PIN</b>          | <b>Legal Description</b>   | <b>Transfer Instrument No.</b> | <b>To be Assumed as Part of:</b> |
|----------------------------|------------------------------|--|--------------------------------|----------------------------------|
|                            |                              | Part 2 on Plan 57R-5081  |                                |                                  |
| Manvers                    | Part of PIN: 63200-0629 (LT) | Part of Lot 1, Concession 13, further described as Parts 4 to 6 on Plan 57R-7770 | R352386                        | Golf Course Road                 |
| Manvers                    | Part of PIN: 63262-0163 (LT) | Part of Lot 1, Concession 13, further described as Parts 1 to 3 on Plan 57R-7770 | R352386                        | Golf Course Road                 |
| Manvers                    | Part of PIN: 63200-0629 (LT) | Part of Lot 1, Concession 14, further described as Part 7 on Plan 57R-7770       | R340037                        | Golf Course Road                 |
| Manvers                    | Part of PIN: 63200-0629 (LT) | Part of Lot 3, Concession 13, designated as Part 1 on Plan 57R-7771              | R340230                        | Golf Course Road                 |
| Manvers                    | Part of PIN: 63200-0629 (LT) | Part of Lot 3, Concession 13, designated as Part 2 on Plan 57R-7771              | R346550                        | Golf Course Road                 |
| Manvers                    | PIN: 63269-0792 (LT)         | Part of Lot 25, Concession 3, designated as Part 1 on Plan 57R-10670             | KL149115                       | Farmer's Road                    |
| Mariposa                   | PIN: 63196-0425 (LT)         | Part of Lot 18, Concession B, designated as Part 1 on Plan 57R-10688             | KL148403                       | Rainbow Ridge Road               |

# The Corporation of the City of Kawartha Lakes

## By-Law 201█-█

### A By-law to Provide for the Erection of Stop Signs in the City of Kawartha Lakes (various intersections in the City of Kawartha Lakes)

#### Recitals

1. The Engineering and Corporate Assets Department has recommended that stop controls be implemented at various intersections in the City of Kawartha Lakes.
2. Council adopted Resolution Number CR2019-(insert number) approving of the Traffic Control in this area.
3. The Municipal Act, 2001, S.O. 2001, c. 25 authorizes municipal councils to pass by-laws respecting traffic on highways under the jurisdiction, in conjunction with the provisions and requirements of the Highways Traffic Act, R.S.O. 1990, c.H.8.
4. This by-law enacts the approved traffic control.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 201█-█.

#### 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”** 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;

**“Director of Engineering and Corporate Assets”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

##### 1.02 Interpretation Rules:

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) 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.

(c) Except as otherwise provided in section 1.01, the words and terms used in this by-law have the same meaning as the words and terms used in the Highway Traffic Act, R.S.O. 1990, c.H.8.

- 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: Regulate Traffic**

- 2.01 **All Way Stop:** Stop signs shall be erected at all corners of the intersection of Sturgeon Road (CKL Road 7) and Peace Road (CKL Road 14) in the Geographic Township of Emily.
- 2.02 **All Way Stop:** Stop signs shall be erected at all corners of the intersection of Francis Street East (CKL Road 22) and Concession Road in Fenelon Falls.
- 2.03 **All Way Stop:** Stop signs shall be erected at all corners of the intersection of Stinson's Bay Road and Graham Drive in the Geographic Township of Verulam.
- 2.04 **All Way Stop:** Stop signs shall be erected at all corners of the intersection of Quaker Road and Taylor's Road in the Geographic Township of Mariposa.
- 2.05 **All Way Stop:** Stop signs shall be erected at all corners of the intersection of Quaker Road and Eden Road in the Geographic Township of Mariposa.
- 2.06 **All Way Stop:** Stop signs shall be erected at all corners of the intersection of Summer Drive and Ball Point Road in the Geographic Township of Mariposa.
- 2.07 **Stop Control:** Stop sign shall be erected at the east corner of the intersection of Springdale Drive and Champlain Boulevard in Lindsay.
- 2.08 **Stop Control:** Stop sign shall be erected at the north corner of the intersection of Strawberry Street and Naylor Road in the Geographic Township of Fenelon.
- 2.09 **Stop Control:** Stop sign shall be erected at the west corner of the intersection of Lyle's Line and Devtit's Road in the Geographic Township of Verulam.

## **Section 3.00: Enforcement, Offence and Penalties**

- 3.01 **Enforcement:** This by-law may be enforced by every police officer.

- 3.02 **Obstruction:** No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this by-law.
- 3.03 **Offence and Penalty:** It is an offence for a person to contravene any provision of this by-law, and every person who contravenes this by-law is guilty of an offence and, on conviction, is liable to a fine in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, Chapter P. 33, as amended and the Highway Traffic Act, R.S.O. 1990, c.H.8 and any other applicable penalty.

#### **Section 4.00: Administration and Effective Date**

- 4.01 **Administration of the By-law:** The Director of Engineering and Corporate Assets is responsible for the administration of this by-law and for the installation and maintenance of the traffic control signal systems, other traffic control signals, and signs authorized by this by-law
- 4.02 **New Traffic Control Signals:** In accordance with the requirements of subsection 144(31) of the Highway Traffic Act, R.S.O. 1990, c.H.8., the Director of Engineering and Corporate Assets is designated by Council as the person whose approval is required prior to the erection or installation of any new traffic control signal system or traffic control signals used in conjunction with a traffic control signal system that has been authorized by this by-law.
- 4.03 **Effective Date:** This By-law shall come into force on the date it is finally passed, and after properly worded signs have been erected.

By-law read a first, second and third time, and finally passed, this [redacted] day of [redacted], 201[redacted].

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

# The Corporation of the City of Kawartha Lakes

## By-Law 2019-

### A By-law to Amend By-law 2007-107, being A By-law to Regulate and Govern Trail Uses Along the Victoria Rail Trail Corridor in the City of Kawartha Lakes

#### Recitals

1. Council adopted Resolution CR2019-298 on April 23, 2019 directing an amendment to By-law 2007-107, being a By-law to Regulate and Govern Trail Uses Along the Victoria Rail Trail Corridor in the City of Kawartha Lakes.
2. An amendment is required to permit the use of ROVs along a portion of the Victoria Rail Trail Corridor.
3. These changes require an amendment to the original by-law.

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

#### Section 1.00: Definitions and Interpretation

All defined terms in the amending By-law take their meaning from By-law 2007-107 of the City of Kawartha Lakes.

#### Section 2.00: Amendment Details

2.01 **Amendment:** Section 3 of By-law 2007-107 is amended as follows:

Section 3.03 is added as follows:

No person shall operate an ROV on the following sections of the VRTC:

South of Northline Road

#### Section 3.00: Administration and Effective Date

3.01 **Administration of the By-law:** The Director of Community Services is responsible for the administration of this by-law.

3.02 **Effective Date:** 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 21 day of May, 2019.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

# The Corporation of the City of Kawartha Lakes

## By-Law 2019 -

**A By-Law To Deem Part of a Plan of Subdivision,  
Previously Registered For Lands Within Kawartha Lakes,  
Not To Be A Registered Plan Of Subdivision In Accordance With The Planning Act  
PIN 631290064 (LT), Described as Block A and Part Block B S/S Front Street,  
Registered Plan 70, Former Village of Bobcaygeon, Now City Of Kawartha Lakes**

File D30-2019-003, Report PLAN2019-030, respecting Block A and Part Block B S/S Front Street, Registered Plan 70, 31 Main Street – Rasmussen

### **Recitals:**

1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
2. Council has been requested to pass a deeming By-law by the owner of the land described in Section 1 of this By-law in order to fulfill a condition of provisional consent required by the Director of Development Services through Consent Application D03-17-008.
3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
4. Notice of the passing of this By-law shall be mailed to the owner(s) of the land described in Section 1 of this By-law.
5. Council considers it appropriate to enact the requested By-law.

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

### **Section 1:00     Details**

- 1.01 **Property Affected:** PIN 63129-0064 (LT). The Property affected by this By-law is described as Block A S/S Front Street, Registered Plan 70, former Village of Bobcaygeon, City of Kawartha Lakes.
- 1.02 **Deeming Provision:** The Property is deemed not to be part of a Registered Plan of Subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.

## Section 2:00    General Terms

2.01    **Force and Effect**: This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

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

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Andy Letham, Mayor

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Cathie Ritchie, Clerk

# The Corporation of the City of Kawartha Lakes

## By-Law 2019-XXX

### A By-law to Appoint Fence-Viewers and Adopt a Code of Conduct for Fence-Viewers for the City of Kawartha Lakes

#### Recitals

1. The Line Fences Act, R.S.O. 1990, c. L.17, s.2 requires that every local municipality shall by by-law appoint such number of fence viewers as are required to carry out the provisions of this Act.
2. Council deems it expedient to appoint Fence-Viewers for the City.
3. This by-law replaces by-law 2015-024.
4. Council deems it appropriate to repeal original Fence-Viewer appointment by-laws.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-014.**

#### **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;

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

**“Fence-Viewer”** means the person appointed to carry out the duties of Fence-Viewer described in the Line Fences Act, R.S.O. 1990;

**“Line Fences Act”** means the Line Fences Act, R.S.O. 1990, c. L.17, as amended;

**“Municipal Act”** means the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

##### 1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) 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: Appointments**

- 2.01 **Fence-Viewer:** The following persons are appointed as Fence-Viewers for Kawartha Lakes for the term January 1, 2019 to December 31, 2022.
- 2.02 **Term Extension:** The persons named as Fence-Viewers in Section 2.01 shall continue to serve beyond the termination of their appointments until the appointments of their successors have been confirmed by Council.
- 2.03 **Code of Conduct:** The persons appointed as Fence-Viewers shall abide by and adhere to the Code of Conduct attached as Appendix A to this 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 date it is finally passed.

## **Section 4.00 Repeals**

- 4.01 **Repeal:** By-laws 2015-024 and its amendment, being by-law 2018-115, are repealed.

By-law read a first, second and third time, and finally passed, this 21<sup>st</sup> day of May, 2019.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

## Appendix A to By-law 2019-XXX



Appendix A - Fence  
Viewer Code of Condi



# “Schedule A” Code of Conduct Fence-Viewers

## **Policy Statement and Rationale:**

This written Code of Conduct and Ethics establishes a shared and common foundation for acceptable behaviour, conduct and actions. These standards are designed to supplement the legislative parameters within which Fence-Viewers must operate and is intended to support professional standards and Code of Conducts and Ethics already in place.

## **General**

All Fence-Viewers shall serve the City of Kawartha Lakes with honesty and integrity, and in a conscientious and diligent manner. Fence-Viewers shall:

- Perform the responsibilities assigned, within their legislated and prescribed authorities.
- Understand, and adhere to all City by-laws, policies and procedures
- Understand and adhere to federal and provincial legislation in a manner that is consistent with such legislation
- Act in cooperation with City staff members
- Treat all members of Council and the public fairly and consistently with care and respect.
- Recognize their role as ambassadors and representatives of the City at all times
- Avoid any conflict of interest.
- Adhere to this Code of Conduct and Ethics and report any contraventions of the Code to the appropriate authority.

## **Gifts and Benefits**

Fence-Viewers shall not, directly or indirectly through a family member or otherwise, solicit any gift or accept/receive any gift or personal benefits or rewards which may be tied or inferred to be tied directly or indirectly to their position or the performance of their duties. Fence-Viewers shall not accept, directly or indirectly through a family member or otherwise, any gift, benefit, money, discount, favours or other assistance, from any business or organization which has a contract with the City or who will potentially be contracted to do business in the future, or who has other business with the City including the need for licenses, permits, agreements, development activities, procurement activities or other City approvals.

## **Confidentiality and Use of Municipal Information**

It is every Fence-Viewers responsibility to ensure information disseminated to Council members and the public is accurate and complete. No Fence-Viewer shall willfully mislead Council members, employees or the public about any issue. All information shall be released based upon appropriate communication protocols as established from time to time.

Fence-Viewers shall ensure that confidential information provided through the course of their duties is kept strictly confidential and shall only be disclosed or otherwise released to



# “Schedule A” Code of Conduct Fence-Viewers

authorized staff or as allowed by legislation. This shall relate to any time during or after their appointment as a Fence-Viewer except as required by law.

Fence-Viewers recognize that the *Municipal Freedom of Information and Protection of Privacy Act* provides standards for and requires administrative, technical and physical safeguards to ensure the security and confidentiality of records and personal information under the control of the Corporation of the City of Kawartha Lakes. Also that *Ontario Regulation 823* intends to apply access and security considerations in the day-to-day administration of an institutions records and requires measures be taken to prevent unauthorized access to an institution’s records.

No Fence-Viewer shall:

- Use information acquired through their official duties and not available to the general public for a personal advantage or pecuniary interests during or after their appointment as a Fence-Viewer.
- Use confidential information so as to cause detriment or a benefit to others inappropriately
- Release confidential documents or information until the matter ceases to be confidential as determined by Council, by policy or by legislation
- Have access to information protected under legislation, unless it is specifically relevant to their responsibilities.
- Speak disrespectfully about the Corporation, an employee, a Council member, or Council’s decisions. Any concerns regarding the conduct of another person including a contravention of the Code of Conduct by an employee or Council member shall be provided to the City Clerk or CAO.

## **Conduct at Meetings, Training Sessions or Events**

Fence-Viewers shall conduct themselves with decorum at all events they attend as a Fence-Viewer for the City of Kawartha Lakes. Respect and courtesy will be provided to delegations, Council members, staff, and members of the general public.

## **Relationships with Staff and Members of Council**

Fence-Viewers will show respect for staff members and Council members and recognize their distinct roles and responsibilities as defined by legislation.

Fence-Viewers shall:

- Refrain from using their position to improperly influence staff and/or Council members in their duties or functions or to gain an advantage or pecuniary interest for themselves, members of their family or other associates.
- refrain from publicly criticizing staff or individual Council members in a way that maliciously or falsely injures the professional or ethical reputation of another individual
- Provide advice that is objective and based upon their professional expertise, politically neutral, and considering a corporate perspective, without undue influence



# “Schedule A” Code of Conduct Fence-Viewers

from any individual member or group of members of Council or other outside interests.

- be respectful that staff and Council members have the right to a different point of view providing it is appropriately and responsibly shared
- Carry out Council directions and administer the policies and programs of the municipality without any undue influence from any individual member or group of members of Council or by any outside interests.
- Carry out responsibilities that are set out in legislation without any undue influence from any individual employee or Council member or group of members of Council or any outside interests.
- Be respectful and supportive of the City’s commitment to foster a positive work environment that is free from discrimination, harassment, interference, intimidation or coercion through personal adherence to the City’s Respect in the Workplace Policy and the Ontario Human Rights Code.

## **Use of Municipal Property**

Fence-Viewers may use City property, equipment, supplies or services only for activities connected with the discharge of their official duties as sanctioned by City policy or by-law. Any equipment or supplies purchased by the City in the exercise of the Fence-Viewers duties (i.e. cameras) is City property and will be returned to the City at the conclusion of their appointment with the City.

No Fence-Viewer shall obtain financial gain from the use of city-developed intellectual property, computer programs, technological innovations or other patentable items, while a Fence-Viewer or thereafter. All such property remains the exclusive property of the City of Kawartha Lakes.

No Fence-Viewer shall use information gained in the execution of his or her duties that is not available to the general public, for any pecuniary advantage for the Fence-Viewer or their family or for any other purpose not related to the implementation of their official duties.

## **Work of a Political Nature**

Fence-Viewers shall be aware of and adhere to the City’s policy regarding “Use of Corporate Resources for Municipal Election Purposes.”

No Fence-Viewer shall use City facilities, services, or property in support of a municipal election or re-election campaign, expression of support for or against a political candidate, or any other outside political activity.

Fence-Viewers seeking to run for Municipal, Provincial, or Federal elected office shall submit a letter of resignation of their appointed position prior to the filing of nomination papers to the respective authorities.



# “Schedule A” Code of Conduct Fence-Viewers

## **Fraud, Breach of Trust and Other Criminal Activities**

Fence-Viewers shall not engage in behaviour that is fraudulent or that constitutes a breach of trust with the City of Kawartha Lakes. A fraudulent activity includes, but is not limited to:

- Using deceit to gain a personal advantage, pecuniary interest or benefit for oneself and/or others
- Illegally obtaining money, including the solicitation and/or acceptance of bribes or favours
- Intentionally providing false or incomplete or withholding information from Council and/or City officials
- Intentionally circumventing City policies or procedures to gain a personal advantage for oneself and/or others
- Planning or participating in a theft of City property, or the use of said property to aid or conduct a theft of any kind
- Inappropriate personal use of or intentional damage of City property.
- Undertaking any other illegal activity

## **Conflicts of Interest**

A conflict of interest is understood to occur if an individual’s personal affairs, business, or relationships overlap with their professional functions. In order to avoid any conflict of interest, pecuniary interest or personal gain for the Fence-Viewer, their family or associates, a Fence-Viewer is not permitted to carry out any assigned duties for which a conflict of interest is present. Conflicts of interest could potentially arise in – but are not limited to – the following and Fence-Viewers shall avoid and reclude themselves from these situations of conflict:

- Decisions regarding the City’s procurement of goods and services
- The advancement of a Fence-Viewers personal business or outside activity
- The advancement of another person’s business or organization outside for personal or indirect gain
- Any other matters that involve one’s self or close colleagues, family members, or friends (including the display of nepotism in appointments, decisions, or instructions to municipal staff)

Additionally, Fence-Viewers should be aware that some conflicts may be perceived in nature and will need to be considered on an individual basis.

## **Business/Other Organizations Relations**

Fence-Viewers must demonstrate transparency with regards to their relations with businesses and/or organizations who do business with the City.

Fence-Viewers shall recognize the need for their decision-making and actions to be viewed as impartial and transparent by refraining from having any pecuniary association with any business or organization that has interactions with them in the conduct of their duties and



# **“Schedule A” Code of Conduct**

## Fence-Viewers

responsibilities. This may include but not be restricted to borrowing or receiving money or gifts, directly or indirectly.

### **Compliance/Contravention**

Upon receipt of an alleged contravention, the City Clerk shall determine the form an investigation will take. The City Clerk shall disclose the alleged contravention to the Fence-Viewer and outline the form of investigation. Actions may include discipline up to and including termination of appointment as a Fence-Viewer. If the City Clerk determines the action is grounds for termination of their appointment a report with this recommendation will be provided to Council for their decision as to whether the Fence-Viewers appointment should be terminated or not.

Any transgression of an illegal matter will be reported to the appropriate police authority.

### **Implementation:**

Fence-Viewers are to sign the Value Statement before they begin their duties as a Fence-Viewer.



# “Schedule A” Code of Conduct Fence-Viewers

## Code of Conduct and Ethics Value Statement of Commitment – Fence-Viewers

As a Fence-Viewer of the City of Kawartha Lakes I am committed to discharging my duties conscientiously and to the best of my ability. I have read the City of Kawartha Lakes Code of Conduct and Ethics for Fence-Viewers and I support and will follow the Code in my undertakings relating to my position with the City. Specifically:

- I will act with honesty and integrity, and conduct myself in a way that generates teamwork, confidence in our abilities, and enhances the image of the City of Kawartha Lakes.
- I will treat every person with dignity, understanding and respect.
- I will optimize the use of assigned resources to provide the maximum benefit to the City of Kawartha Lakes and the community, and I will only use City resources for activities associated with the discharge of my official duties.
- I will be responsible for the disclosure of any situation where my personal interests may conflict with the City of Kawartha Lakes. Further, I will avoid any situations which would provide me, my family, or other associates, a pecuniary advantage of any kind, through my appointment with the City.
- I will neither solicit nor accept any gift or benefit, directly or indirectly, the acceptance of which would compromise my ability to make impartial decisions or recommendations.
- I will honour the need for confidentiality and ensure that confidential information to which I may be privy as a result of my position shall remain confidential and not disclose or release to any person at any time during and after my appointment, except as may be required by law.
- I agree to take appropriate security measures to prevent unauthorized access to confidential information.
- I will ensure that my communications are consistent, open, honest, transparent and in the best interests of the City of Kawartha Lakes and the community.

|               | Print Name | Signature |
|---------------|------------|-----------|
| Fence-Viewer: |            |           |
| Witness:      |            |           |
| Date:         |            |           |

# The Corporation of the City of Kawartha Lakes

## By-law 2019-XXX

### A By-Law to Confirm the Proceedings of a Regular Meeting of Council, Tuesday, May 21, 2019

#### 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 2019-XXX.**

#### Section 1.00: Confirmation

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

#### **Tuesday, May 21, 2019, Open Session, Regular Council 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 21 day of May 2019.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk