

The Corporation of the City of Kawartha Lakes

Agenda

Agricultural Development Advisory Committee Meeting

ADAC-2019-04

Thursday, August 8, 2019

9:30 A.M.

Economic Development Boardroom

Economic Development

180 Kent Street West, Lindsay, Ontario

Members:

Councillor Andrew Veale

Robert Bonis

Paul Brown

Phil Callaghan

Michelle Murphy-Ward

Rebecca Parker

Matthew Pecoskie

Adam Shea

Tim Webster

Shawn Westland

Accessible formats and communication supports are available upon request.

1.	Call to Order	
2.	Administrative Business	
2.1	Adoption of Agenda	
2.2	Declaration of Pecuniary Interest	
2.3	Adoption of Minutes	4 - 7
	Minutes of the June 13, 2019 meeting.	
3.	Deputations/Presentations	
3.1	Corn/straw bale snow fences	
	David Lembke, Manager, West Maintenance Area, Public Works will attend to discuss the concept of corn or straw bale snow fences.	
4.	Correspondence	
5.	New or Other Business	
5.1	Level of service option for farm field access over unopened road allowances	8 - 10
	David Lembke and Oliver Vigelius will attend to discuss a request for a lower service level option for farm field access over unopened road allowances.	
6.	Update from Economic Development Division	
6.1	Skills Advance Ontario Project	
6.2	VIP Agricultural Tour - September 6	
6.3	International Plowing Match - 2019 & 2020	
6.4	Agriculture and Food Action Plan	
6.5	Kawartha Farmfest	
7.	News and Updates from Members	

8. Next Meeting

Thursday, October 20, 2019 at 9:30 am in the Economic Development Boardroom.

9. Adjournment

The Corporation of the City of Kawartha Lakes

Minutes

Agricultural Development Advisory Committee Meeting

ADAC2019-03
 Thursday, June 13, 2019
 9:30 A.M.
 Economic Development Boardroom
 Economic Development
 180 Kent Street West, Lindsay, Ontario

Members:
 Robert Bonis
 Paul Brown
 Phil Callaghan
 Michelle Murphy-Ward
 Rebecca Parker
 Matthew Pecoskie
 Adam Shea
 Andrew Veale
 Tim Webster
 Shawn Westland

Accessible formats and communication supports are available upon request.

1. Call to Order

Chair R. Parker called the meeting to order at 9:33 a.m. Members R. Bonis, P. Brown, M. Murphy-Ward, M. Pecoskie, A. Shea and S. Westland and municipal staff Kelly Maloney were in attendance.

Absent: Councillor A. Veale, P. Callaghan, , T. Webster

2. Administrative Business

2.1 Adoption of Agenda

Moved By M. Pecoskie

Seconded By S. Westland

That the agenda be adopted as circulated.

Carried

2.2 Declaration of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

2.3 Adoption of Minutes

Moved By R. Bonis

Seconded By M. Pecoskie

That the minutes of the April 12, 2019 meeting of the Agricultural Development Advisory Committee be adopted as drafted.

Carried

3. Deputations/Presentations

3.1 Agriculture and Food Action Plan

Bronwynne Wilton and Krista Kaplan of Wilton Group attended and presented draft findings towards an Agriculture and Food Action Plan. Input was sought from Members on various aspects of the Plan.

Moved By R. Bonis

Seconded By S. Westland

That the presentation by Wilton Group be received.

Carried

4. Correspondence

5. New or Other Business

5.1 Development Charges Task Force

There was a call for submissions to the Task Force by presentation on June 21, 2019 or in writing by June 30, 2019.

ADAC members reviewed the Kawartha Lakes Development Charges (DC) By-law. The committee was also provided with copies of the DC By-laws for the County of Norfolk and Town of Caledon. These are two communities were identified, by an OMAFRA representative, as communities who have addressed the DC By-laws relative

to the current Agricultural Systems approach and agricultural land use policies found in the 2014 Provincial Policy Statement (PPS) and other Provincial Plans.

Adam Found, Manager of Corporate Assets, attended the meeting and provided an overview DC's, of how the charges are applied, and what latitude may be available to municipalities in setting their By-law conditions and scope. The Committee had a good discussion with Adam surrounding potential revisions to definitions and potential exemptions relative to development activities on farm land.

Moved By M. Murphy-Ward

Seconded By M. Pecoskie

That the Agricultural Development Advisory Committee (ADAC) recommends that the Development Charges (DC) Task Force consider expanding and modernizing the definitions of agricultural operations and farm buildings to align with uses permitted on farms by the 2014 Provincial Policy Statement and other Provincial Planning Policies, with a view to the Norfolk County and Town Caledon DC By-laws as good examples, and

That ADAC, through the Agricultural Development Officer would like to work with the Task Force on specific wording of the definitions to be used in the updated Kawartha Lakes By-law.

Carried

Moved By A. Shea

Seconded By R. Bonis

That the Agricultural Development Advisory Committee recommends the DC Task force consider additional exemptions and other tools to minimize the financial impact to agricultural businesses and agricultural support businesses from Development Charges.

Carried

6. Update from Economic Development Division

6.1 2019 Work Plan

The Committee Work Plan was adopted by Council on May 21, 2019.

6.2 VIP Agricultural Tour - Verbal Update

The tour will be held on Friday, September 6, 2019 and will focus on diversified uses on farms. Potential stops include Mariposa Woolen Mill, Two Blokes Cider and Willow Tree Farm.

6.3 Site Alteration (Fill By-law) - verbal update

The new Site Alteration By-law was passed by Committee of the Whole on June 4th and will be considered by Council on June 18th with the recommendations from this committee included in slightly revised form.

6.4 Skills Advance Funding Opportunity - Verbal Update

The Economic Development Division has been approached by the Ministry of Training Colleges and Universities to develop a Skills Advance Project for the Agriculture and Manufacturing sectors. There are opportunities to provide training to up-skill existing employees and to provide pre-employment training for job seekers directly related to employer identified skill requirements. This program will help to address the workforce gaps identified in the Agricultural Action Plan Survey and other industry surveys and reports.

7. News and Updates from Members

There were no updates from members.

8. Next Meeting

The next meeting will be Thursday, August 8 at 9:30 am in the Economic Development Boardroom.

9. Adjournment

Moved By M. Murphy-Ward

That the meeting be adjourned at 12:10 pm.

Carried

Council Policy No.:	CP2017-001
Council Policy Name:	Seasonal Level of Service Policy
Date Approved by Council:	April 18, 2017
Date revision approved by Council:	
Related SOP, Management Directive, Council Policy, Forms	

Policy Statement and Rationale:

This policy establishes the level of maintenance provided to city owned seasonal roads. The goal of this policy is:

- a) To define the term seasonal/summer road
- b) To establish a maintenance level of service
- c) To outline the criteria for a road to be declared a seasonal/summer road
- d) To establish duration for the level of service

Scope:

This policy shall apply *only* to unassumed city owned roads that have met the criteria to be declared a seasonal/summer road for maintenance.

Definitions

- a) "City" shall mean the Corporation of the City of Kawartha Lakes.
- b) "Council" shall mean the municipal Council of The Corporation of the City of Kawartha Lakes.
- c) "Group" shall mean a road association or a number of property owners.
- d) "Seasonal/Summer Roads" shall mean unassumed roads on which no winter maintenance is performed during the period from November 15 through to April 15.
- e) "Unassumed Road" shall mean roads that are owned by the municipality that are not maintained on a year round basis. This shall include unopened road allowances.

Policy:

Seasonal/Summer Roads

Seasonal/Summer roads are considered to be Class 6 Roads and are not subject to minimum maintenance standards under Ontario Regulation 239/02.



Council Policy

Seasonal/Summer Roads are unassumed roads that have been inspected by the Public Works supervisor and have met the criteria for limited seasonal maintenance.

Criteria

The criteria for a Seasonal/Summer road is attached as Appendix "A".

Minimum Maintenance

Seasonal/Summer roads shall be maintained on an 'as needed' basis at the discretion of the Public Works Supervisor. General Maintenance includes gravel application as determined by the Supervisor and a maximum of two (2) gradings annually.

Seasonal/Summer roads will not be patrolled.

Maintenance Period

All municipal maintenance that applies to seasonal/summer roads will cease November 15 through to April 15.

Road maintenance by individual or group

Any individual or group wishing to conduct maintenance to a Municipal seasonal/summer road must make written application for permission to the City of Kawartha Lakes Public Works Department one month prior to commencement of work. Work may include, but not be limited to: additional gravel applications; grading; brush/tree removal; culvert installation/repair; drainage improvements. A road occupancy permit issued by the Public Works Department shall be obtained prior to commencement of work.

Any individuals making application for permission will be made aware that they will be held responsible for any damages that occur on municipal property.

Winter use of Seasonal/Summer Roads

Any individual or group wishing to provide winter maintenance to a Municipal seasonal/summer road must make written application for permission to the City of Kawartha Lakes Public Works Department prior to September 1. Long-term agreements may be negotiated where applicable.

Any individuals making application for permission will be made aware that they will be held responsible for any damages that occur on municipal property because of the actions of private snow removal equipment.

Signage

Roads designated as Seasonal/Summer roads shall be signed by the municipality to indicate the status of the road and the duration of municipal maintenance services.

Schedule 'A'

Criteria for Seasonal/Summer Road

Width of travelled road (edge to edge)	Minimum 4.0 metres throughout
Depth of gravel base	Minimum 5.0 cm of Granular 'A' throughout
Brush and tree overhang	Minimum 5.0 metres overhead clearance and 5.0 metres total horizontal clearance (i.e. 0.5 metres beyond the edge of the road on each side)
Turn-a-round location	There must be adequate space and location for a truck/grader to turn-around. Turning templates and specification will be provided upon request. The turn-a-round can be situated on private lands with permission from the land owner.
Drainage and culverts	Drainage must be sufficient to adequately manage typical rain events; culverts must be sized correctly and must be (and remain) structurally sound.