

The Corporation of the City of Kawartha Lakes Agenda

Regular Council Meeting

CC2021-02

Thursday, January 28, 2021

Open Session Commencing at 1:00 p.m. - Electronic Participation

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Mayor Andy Letham

Deputy Mayor Patrick O'Reilly

Councillor Ron Ashmore

Councillor Pat Dunn

Councillor Doug Elmslie

Councillor Tracy Richardson

Councillor Kathleen Seymour-Fagan

Councillor Andrew Veale

Councillor Emmett Yeo

Note: This will be an electronic participation meeting and public access to Council Chambers will not be available. Please visit the City of Kawartha Lakes YouTube Channel at <https://www.youtube.com/c/CityofKawarthaLakes> to view the proceedings.

Accessible formats and communication supports are available upon request. The City of Kawartha Lakes is committed to accessibility for persons with disabilities. Please contact AgendaItems@kawarthalakes.ca if you have an accessible accommodation request.

1.	Call to Order	
2.	Opening Ceremonies	
2.1.	O Canada	
2.2.	Moment of Silent Reflection	
2.3.	Adoption of Open Session Agenda	
3.	Disclosure of Pecuniary Interest	
4.	Notices and Information by Members of Council and Staff	
4.1.	Council	
4.2.	Staff	
5.	Council Minutes	18 - 48
	Regular Council Meeting Minutes, December 15, 2021	
6.	Deputations	
6.1.	CC2021-02.6.1	49 - 51
	Review of Service Levels by the CAO (Item 9.3.21 on the Agenda) David Webb	
7.	Correspondence	
7.1.	CC2021-02.7.1	52 - 57
	Correspondence Regarding the COVID-19 Pandemic Kerstin Kelly	
8.	Presentations	
9.	Committee of the Whole	
9.1.	Correspondence Regarding Committee of the Whole Recommendations	

Committee of the Whole Meeting Minutes, January 12, 2021

That the Minutes of the January 12, 2021 Committee of the Whole Meeting be received and the recommendations, included in Section 9.3 of the Agenda, be adopted.

9.3. Business Arising from Committee of the Whole Minutes

9.3.1. CW2021-002

That the deputation and correspondence of Sandra Robinson, **regarding the Dock License Application for 114 Front Street East, Bobcaygeon**, be received; and

That the request for a Dock License for 114 Front Street East, Bobcaygeon, be referred to Staff for review and report back by the end of Q1, 2021.

9.3.2. CW2021-003

That the deputation of Mikaela Holtzheimer, **regarding the Water Bill for 53 Gee Crescent, Lindsay**, be received;

That the request for a water bill reduction for 53 Gee Crescent, Lindsay, be referred to Staff for review and report back by the end of Q1, 2021.

9.3.3. CW2021-004

That the deputation of Anne Yorke, **regarding the Council Decision Making Process**, be received.

9.3.4. CW2021-005

That the deputation of C. Brian Lailey, **regarding Fall Leaf Pick-up**, be received;

That the issue of Fall Leaf Pick-up at condominium properties be forwarded to Staff for review and report back by the end of Q1, 2021.

9.3.5. CW2021-006

That the correspondence from Councillor Ashmore, **regarding a Medical Supply Manufacturing Park**, be received.

9.3.6. CW2021-007

That the presentation of the 2020 Environmental Business Hero and Environmental Youth Hero Awards by Councillor Richardson, Pat Warren and Deborah Pearson, to award recipients Boiling Over's Coffee Vault, Burns Bulk Food, Country Cupboard, Dive Kawartha, Flex Fitness, LaMantia's Country Market, UnWrapped and the Grade 5/6 Leadership Team at King Albert Public School, be received.

9.3.7. CW2021-008

That the presentation by Bryan Robinson, Director of Public Works, **regarding the Roads Database Update**, be received.

9.3.8. CW2021-009

That Report RD2021-001, **Roads Database Update**, be received.

9.3.9. CW2021-010

That Report CLK2021-001, **Municipal Elections 2022 – Voting Method**, be received;

That the voting method of internet/telephone for the 2022 municipal election be approved; and

That a by-law be brought forward to Council authorizing the alternative voting method as required by the Municipal Elections Act as amended Section 42(1b).

That Report RS2021-002, **Proposed Surplus Declaration, Closure, and Sale of a Portion of Road Allowance adjacent to 2 Omega Road, Kirkfield**, be received;

That the subject property, being a portion of road allowance legally described as Public Road on Plan 223; Subject to R455091, R454565, R449274, R358433, R310113, R159034, F14707, in the Geographic Township of Fenelon, City of Kawartha Lakes, being Part of PIN: 63165-0331 (LT), 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 Council set a price of \$5,000.00 as consideration for the subject portion of road allowance;

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;

That a deeming by-law be passed contemporaneously with the disposition by-law; and

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

9.3.11. CW2021-012

That Report RS2021-003, **Proposed Surplus Declaration, Closure, and Sale of a Portion of Road Allowance adjacent to 2 Jasper Drive, Kirkfield**, be received;

That the subject property, being a portion of road allowance legally described as Public Road on Plan 223; Subject to R455091, R454565, R449274, R358433, R310113, R159034, F14707, in the Geographic Township of Fenelon, City of Kawartha Lakes, being Part of PIN: 63165-0331 (LT), 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 Council set a price of \$5,000.00 as consideration for the subject portion of road allowance;

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;

That a deeming by-law be passed contemporaneously with the disposition by-law; and

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

9.3.12. CW2021-013

That Report RS2021-005, **Potential Surplus and Sale of City Owned Property Municipally Addressed as Between 1474 and 1462 Fleetwood Road, in the Geographic Township of Manvers, City of Kawartha Lakes**, be received;

That the City-owned property municipally addressed as between 1474 and 1462 Fleetwood Road, in the Geographic Township of Manvers, City of Kawartha Lakes, be declared surplus to municipal needs;

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

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

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

9.3.13. CW2021-014

That Report PLAN2021-001, **Tree Preservation**, and the presentation by Anna Kalnina, Planner II, be received; and

That Council direct staff to commence a formal public consultation strategy and education plan, and deliver an Options Update report to Council within 6 months.

9.3.14. CW2021-015

That Report ED2021-001, **Ontario Heritage Act Processes**, be received; and

That property owners be provided with notice in advance of the listing of their properties on the Heritage Register in addition to the new statutory notice.

9.3.15. CW2021-016

That Report ENG2021-003, **Temporary Support for Fenelon Falls Bridge**, be received; and

That Council authorizes the required funds in the amount of \$349,934 be funded from the uncommitted portion of the capital contingency reserve. (1.32248).

9.3.16. CW2021-017

That the Memorandum from Mayor Letham, **regarding the Waive of Encroachment Fee for the Woodville Lion's Club**, be received;

That Council direct staff to waive the \$125.00 annual fee for the Woodville Lions Club with respect to the installation of a speed radar sign; and

That, notwithstanding section 4.03 of City Lands Encroachment By-Law 2018-017 which requires Licensees to pay the prescribed annual encroachment fee (in this case, \$125.00 per year), Council waive this requirement.

9.3.17. CW2021-018

That the Memorandum from Councillor Ashmore, **regarding Improved Lighting at Heron's Landing Entrance**, be received;

That staff conduct a traffic count in summer and provide statistical analysis of entrance regarding traffic and safety to see if warranted for streetlight; and

That staff report back in Q3, 2021.

9.3.18. CW2021-019

That the Memorandum from Councillor Ashmore, **regarding the Omemee Beach Park Splash Pad**, be received;

That staff develop a plan consistent with past community partnerships for the infrastructure with costing to establish a splash pad in Omemee; and

That staff report back in Q2, 2021.

9.3.19. CW2021-020

That the Memorandum from Councillor Veale, **regarding the Purchasing Policy Amendment**, be received; and

That the policy be brought forward as part of the policy review so that all substantiated costs associated with each project are described before budgets are approved.

9.3.20. CW2021-021

That the Memorandum from Councillor Veale, **regarding combining the Kirkfield Medical Centre and Library**, be received; and

That staff be directed to investigate options and costs for combining the Kirkfield Medical Centre and Library together in one building and report back in Q3, 2021.

9.3.21. CW2021-022

That the Memorandum from Councillor Veale, **regarding a Review of Service Levels by the CAO**, be received; and

That the CAO review service levels in light of operational changes and changing service demands, recommend efficiencies and service enhancements and report back in Q2, 2021.

9.3.22. CW2021-023

That Report FIRE2021-001, **Master Fire Plan**, be received;

That the Master Fire Plan be referred to Staff for review and report back to allow for the following items to be incorporated into the Plan:

- a Strategy to protect the health and well being of the City's Firefighters;
- a costing and the projected timelines (based on growth projections) for the recommendations within the Plan; and
- a Strategy for the City's Fire Halls.

9.4. Items Extracted from Committee of the Whole Minutes

10. **Planning Advisory Committee**

10.1. Correspondence Regarding Planning Advisory Committee Recommendations

10.2. Planning Advisory Committee Minutes

74 - 80

Planning Advisory Committee Meeting Minutes, January 13, 2021

That the Minutes of the January 13, 2021 Planning Advisory Committee Meeting be received and the recommendations, included in Section 10.3 of the Agenda, be adopted.

- 10.3. Business Arising from Planning Advisory Committee Minutes
- 10.3.1. PAC2021-003
- That Report PLAN 2021-002 respecting Part of Lot 19, Concession 3, geographic Township of Emily, Edward Grass – Applications D01-2020-009 and D06-2020-028, be received; and**
- That** Report PLAN2021-002 respecting Applications D01-2020-009 and D06-2020-028 be referred back to staff to address 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.
- 10.4. Items Extracted from Planning Advisory Committee Minutes
11. **Consent Matters**
- That** all of the proposed resolutions shown in Section 11.1 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered.
- 11.1. Reports
- 11.1.1. RS2021-001 81 - 98
- License Agreement for Parking Spaces on Clonsilla Drive (East Beehive Subdivision)**
 Laura Carnochan, Law Clerk - Realty Services
- That** Report RS2021-001, **License Agreement for Parking Spaces on Clonsilla Drive (East Beehive Subdivision)**, be received; and
- That** the tasks associated with Council Resolution CR2020-156 and Council Resolution CR2020-157 be considered complete.
- 11.1.2. PUR2021-001 99 - 101
- Request for Quotation 2020-04-OP Supply, Delivery and Application of Calcium Chloride**
 Marielle van Engelen, Buyer

That Report PUR2021-001, Request for Quotation 2020-24-OQ Supply, Delivery and Application of Calcium Chloride, be received; and

That Council approve the four (4) – one (1) year optional renewal periods, with Morris Chemical (A Division of Da-Lee Dust Control Ltd.), based on the contract terms, annual budget approval, mutual agreement and successful completion of the initial term and each term thereafter.

11.1.3. ED2021-003 102 - 105

Film Production and Processes

Donna Goodwin, Economic Development Officer - Arts and Culture

That Report 2021-003, Film Production and Processes, be received; and

That up to \$40,000 be allocated from the Economic Development Reserve to undertake a Film Production and Processes study with the intent of establishing a municipal film office in Economic Development Division.

11.1.4. ED2021-006 106 - 122

Arts Culture and Heritage Recovery Funding Framework

Donna Goodwin, Economic Development Officer - Arts and Culture

That Report ED2021-006, Arts, Culture and Heritage Recovery Funding Framework, be received;

That funds of up to \$100,000 be allocated to the Arts, Culture and Heritage Recovery Fund from the Pandemic Related portion of the contingency reserve;

That staff be delegated the responsibility to establish and manage the Arts, Culture and Heritage Recovery Fund as detailed in Appendix A and B; and

That a review committee of up to five (5) Staff from Development Services, Community Services and Corporate Services be established to review application eligibility and the Director of Corporate Services be authorized to approve applications.

11.1.5. ED2021-007 123 - 126

Rural Economic Development Program Application

Rebecca Mustard, Manager, Economic Development

That Report ED2021-007, Rural Economic Development Program Application Request, be received;

That the project Business and Workforce Attraction be approved for an application to the Ontario Rural Economic Development Program with a total project cost of up to \$100,000 with the City's 50% contribution coming from the Economic Development operating 2021 and 2022 operating budgets; and

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

11.1.6.

HH2021-001

127 - 132

KLH Housing - Purchase of 11 West Street South, Fenelon Falls
Hope Lee, Manager, Human Services (Housing)

That Report HH2021-001, KLH Housing – Purchase of 11 West Street South, Fenelon Falls, be received; and

That the City approves the debenture financing of \$1,450,000 for KLH Housing Corporation for up to a thirty-year term in order to purchase the property located at 11 West Street South, Fenelon Falls.

11.1.7.

HS2021-001

133 - 149

Community Pandemic Recovery Fund Framework
Rod Sutherland, Director of Human Services

That Report HS2021-001, Community Pandemic Recovery Fund Framework, be received;

That the Community Pandemic Recovery Fund Framework, attached as Appendix A to Report HS2021-01, be approved;

That the Community Pandemic Recovery Fund Evaluation Committee Terms of Reference, attached as Appendix B to Report HS2021-01, be approved;

That Marina Hodson, Heather Kirby, Lynda Nydam, Max Radiff and Councillor Tracy Richardson be appointed to the Community Pandemic Recovery Fund Evaluation Committee; and

That a total maximum of \$500,000 be allocated to the Community Pandemic Recovery Fund for 2021, funded up to \$120,000 from the Pandemic related portion of the City's Contingency Reserve and up to \$380,000 from the 2021 Lindsay Legacy CHEST Fund.

11.2.	Items Extracted from Consent	
12.	Petitions	
13.	Other or New Business	
14.	By-Laws	
	That the By-Laws shown in Section 14.1 of the Agenda, namely: Items 14.1.1 to and including 14.1.4 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.	
14.1.	By-Laws by Consent	
14.1.1.	CC2021-02.14.1.1	150 - 151
	A By-Law To Authorize the Use of Alternative Voting Methods and Advance Vote for the City of Kawartha Lakes 2022 Municipal Elections and to Repeal and Replace By-Law 2017-013	
14.1.2.	CC2021-02.14.1.2	152 - 157
	A By-Law to Designate 28 Boyd Street, Bobcaygeon in the City of Kawartha Lakes	
14.1.3.	CC2021-02.14.1.3	158 - 187
	A By-Law to Authorize the Execution of a Letter of Agreement between Her Majesty the Queen in right of Ontario as represented by the Minister of Transportation for the Province of Ontario and the City of Kawartha Lakes related to Funding Provided by the Province of Ontario to the Municipality under the Municipal Transit Enhanced Cleaning (MTEC) Program	
14.1.4.	CC2021-02.14.1.4	188 - 192
	A By-Law to Authorize the Execution of a Letter of Agreement between Her Majesty in Right of the Province of Ontario as represented by the Minister of Transportation for the Province of Ontario and the City of Kawartha Lakes related to Funding Provided by the Province of Ontario to the Municipality under the Dedicated Gas Tax Funds for Public Transportation Program	
14.2.	By-Laws Extracted from Consent	
15.	Notice of Motion	

16. Closed Session

16.1. Adoption of Closed Session Agenda

16.2. Disclosure of Pecuniary Interest in Closed Session Items

16.3. Move Into Closed Session

That Council convene into closed session at ____ p.m. pursuant to Section 239(2) of the Municipal Act, S.O. 2001 s.25, in order to consider matters identified in Section 16.3 of the Regular Council Meeting Agenda of Thursday, January 28, 2021, namely Items 16.3.1 to and including 16.3.10.

16.3.1. CC2021-02.16.3.1

**Closed Session Minutes, Regular Council Meeting December 15, 2020
Municipal Act 2001, s.239(2)(b) Personal Matters about Identifiable
Individuals**

**Municipal Act 2001, s.239(2)(c) Proposed or Pending Acquisition or
Disposition of Land**

Municipal Act 2001, s.239(2)(d) Labour Relations

**Municipal Act 2001, s.239(2)(i) Trade Secret or Scientific, Technical,
Commercial, Financial or Labour Relations Information, Supplied in
Confidence to the Municipality or Local Board, which, if disclosed, could
reasonably be expected to prejudice significantly the competitive
position or interfere significantly with the contractual or other
negotiations of a person, group of persons or organization**

16.3.2. ED2021-002

Kawartha Lakes Municipal Heritage Committee Appointments

**Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable
Individuals**

Emily Turner, Economic Development Officer - Heritage Planning

16.3.3. ED2021-008

Agricultural Development Advisory Committee Appointments

**Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable
Individuals**

Kelly Maloney, Economic Development Officer - Agriculture

- 16.3.4. CLK2021-002
- Appointments to the Kawartha Lakes Accessibility Advisory Committee**
Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable Individuals
Barb Condie, Accessibility Officer
- 16.3.5. PW2021-001
- Appointment of Members to the Off Road Vehicle Use of City Roads Task Force**
Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable Individuals
Bryan Robinson, Director of Public Works
- 16.3.6. WM2021-002
- Member Recruitment to the Lindsay Ops Landfill Public Review Committee**
Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable Individuals
Kerri Snoddy, Regulatory Compliance Officer
- 16.3.7. WM2021-005
- Evaluation of Bagged Recycling for Curbside Collection**
Municipal Act, 2001 s.239(2)(i) Third Party Information Supplied in Confidence to the Municipality
David Kerr, Manager of Environmental Services
- 16.3.8. CORP2021-001
- Bargaining Mandate for Ontario Nurses Association (ONA)**
Municipal Act, 2001(2)(d) Labour Relations
Liana Patterson, Manager, Human Resources
- 16.3.9. LGL2021-001
- Mapleridge Mechanical Contracting Inc. v. The Corporation of the City of Kawartha Lakes - Court File Number 19-142**
Municipal Act, 2001 s.239(2)(e) Litigation or Potential Litigation, including matters before administrative tribunals, affecting the municipality or local board
Municipal Act, 2001 s.239(2)(f) Advice that is Subject to Solicitor-Client Privilege, including communications necessary for that purpose
Robyn Carlson, City Solicitor

16.3.10. CC2021-02.16.3.10

Fire Service Staff Matter - Verbal Report
Municipal Act 2001, s.239(2)(b) Personal Matters about Identifiable
Individuals
Councillor Yeo

17. Matters from Closed Session

17.1. ED2021-002

That the following members of the public be appointed to the Kawartha Lakes Municipal Heritage Committee:

_____ for a 2 year term, ending December 31, 2022;

_____ for a 2 year term, ending December 31, 2022; and

_____ for a 2 year term, ending December 31, 2022.

17.2. ED2021-008

That the following members of the public be appointed to the Agricultural Development Advisory Committee:

_____ for a 2 year term, ending December 31, 2021; and

_____ for a 2 year term, ending December 31, 2021.

17.3. CLK2021-002

That the following members of the public be appointed to the Kawartha Lakes Accessibility Advisory Committee (AAC):

_____ for a two year term, ending December 31, 2022;

_____ for a two year term, ending December 31, 2022;

_____ for a two year term, ending December 31, 2022; and

_____ for a two year term, ending December 31, 2022.

17.4. PW2021-001

That the following members of the public be appointed to the Off Road Vehicle Use of City Roads Task Force:

_____ for a ____ term;
_____ for a ____ term;
_____ for a ____ term; and
_____ for a ____ term.

17.5. WM2021-002

That the following members of the public be appointed to the Lindsay Ops Landfill Public Review Committee:

_____ for a 2 year term, ending December 31, 2022;
_____ for a 2 year term, ending December 31, 2022;
_____ for a 2 year term, ending December 31, 2022;
_____ for a 2 year term, ending December 31, 2022; and
_____ for a 2 year term, ending December 31, 2022.

18. **Confirming By-Law**

18.1. CC2021-02.18.1

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A By-Law to Confirm the Proceedings on the Regular Council Meeting on January 28, 2021

19. **Adjournment**