

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

## **Regular Council Meeting**

**CC2021-07**

**Tuesday, March 23, 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**

**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/CityofKawarthaLkaes> 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](mailto:AgendaItems@kawarthalakes.ca) if you have an accessible accommodation request.**

1.	<b>Call to Order</b>	
2.	<b>Opening Ceremonies</b>	
2.1.	O Canada	
2.2.	Moment of Silent Reflection	
2.3.	Adoption of Open Session Agenda	
3.	<b>Disclosure of Pecuniary Interest</b>	
4.	<b>Kawartha Lakes-Haliburton Housing Corporation Shareholders Meeting</b>	
5.	<b>Notices and Information by Members of Council and Staff</b>	
5.1.	Council	
5.1.1.	CC2021-07.5.1.1	
	<b>Update on the Off Road Vehicle Use of City Roads Task Force</b>	
	Councillor Dunn	
5.2.	Staff	
6.	<b>Council Minutes</b>	25 - 54
	<b>Regular Council Meeting Minutes, February 23, 2021</b>	
	<b>Special Council Meeting Minutes, March 16, 2021</b>	
7.	<b>Deputations</b>	
8.	<b>Correspondence</b>	
8.1.	CC2021-07.8.1	55 - 55
	<b>Correspondence Regarding Winter Parking Lot Maintenance in Downtown Lindsay</b>	
	Melissa McFarland, Executive Director, Lindsay Downtown BIA	
	Stephen Podolsky, Vice-Chair, Lindsay Downtown BIA	
8.2.	CC2021-07.8.2	56 - 56
	<b>Correspondence Regarding Docking in Thurstonia</b>	
	Brian Gray	

9. **Presentations**

10. **Committee of the Whole**

10.1. Correspondence Regarding Committee of the Whole Recommendations

10.2. Committee of the Whole Minutes

57 - 80

**Committee of the Whole Meeting Minutes, March 9, 2021**

**That** the Minutes of the March 9, 2021 Committee of the Whole Meeting be received and the recommendations, included in Section 10.3 of the Agenda, be adopted.

10.3. Business Arising from Committee of the Whole Minutes

10.3.1. CW2021-047

**That** the deputation of Jane Gregory Gill, President, Victoria County Historical Society, **regarding Olde Gaol Museum Funding**, be received; and

**That** the funding request in the amount of \$132,000.00 be referred to the CAO for review and report back at April 6, 2021 Committee of the Whole Meeting on options that are available to assist the Victoria County Historical Society.

10.3.2. CW2021-048

**That** the deputation of David Webb, and supporting correspondence, **regarding Service Enhancements and a Plan of Action for Service Betterment**, be received.

10.3.3. CW2021-049

**That** the correspondence from Douglas and Joanne Burns, Stan Wallace, Mark and Angela McKinnon, Jeff Nester, Bill and Lori Bygrave, Darlene Marshall, Simon Giggs and Hanne Jakobsen-Giggs, **regarding Proposed Amendments to the Dock Encroachment Policy CP2018-001**, be received and referred to the public consultation process for consideration.

10.3.4. CW2021-050

**That** the presentation by Barb Condie, Accessibility Officer, **regarding the 2020-2021 Municipal Accessibility Master Plan Progress Report**, be received.

- 10.3.5. CW2021-051
- That** Report CLK2021-003, **2020-21 Municipal Accessibility Master Plan Progress Report**; be received.
- 10.3.6. CW2021-052
- That** the presentation by Ron Taylor, Chief Administrative Officer, and Craig Shanks, Director of Community Services, **regarding the Customer Service Program Update**, be received.
- 10.3.7. CW2021-053
- That** Report CS2021-001, **J.D. Edwards Case Management System Program Enhancements**, be received.
- 10.3.8. CW2021-054
- That** the presentation by Adam Found, Manager of Corporate Assets, and Sean-Michael Stephen, of Watson and Associates Economists, **regarding the Water-Wastewater Rate Study**, be received.
- 10.3.9. CW2021-055
- That** Report CA2021-002, **Water-Wastewater Rate Study**, be received;
- That** the Water-Wastewater Rate Study, including the Water Financial Plan appended thereto, prepared by Watson and Associates and attached as Appendix A to Report CA2021-002, be adopted;
- That** the Water-Wastewater Division forward the Water Financial Plan to the Ministry of Environment, Conservation and Parks in accordance with the requirements of Ontario Regulation 453/07; and
- That** the preparation of future plans and budgets, as well as the setting of future water and wastewater user rates, be guided by the Water-Wastewater Rate Study.
- 10.3.10. CW2021-056
- That** the presentation by Randy Mellow, Paramedic Chief, Todd MacDonald, President, Performance Concepts Consulting and John Prno, Performance Concepts Consulting, **regarding the Paramedic Master Plan**, be received.

10.3.11. CW2021-057

**That** the presentation by Jennifer Stover, Director of Corporate Services, **regarding the Long Range Financial Plan**, be received.

10.3.12. CW2021-058

**That** Report RS2021-016, **Proposed Amendments to Dock Encroachment Policy CP2018-001 – Update**, be received;

**That** staff be directed to obtain public input on the proposed draft policy amendments, including a further amendment to remove Hazel St., Thurstonia from the requirement that only front lot owners be permitted docking, and report back to Council by the end of Q3, 2021; and

**That** Hickory Beach agreement be brought back for discussion before License renewal.

10.3.13. CW2021-059

**That** Report ML2021-001, **Backyard Chickens**, be received;

**That** staff be directed to develop and amend the animal control by-law to remove Chickens as a prohibited animal and to provide additional amendments to allow for Backyard Chickens in certain residential areas for a 2-year trial pilot project, as outlined in Option 2;

**That** staff amend the Fees by-law to include a licensing fee for coop registration and inspection; and

**That** the necessary By-Laws be brought forward to Council for consideration in Q2 2021.

10.3.14. CW2021-060

**That** Report ML2020-003, **Parking Meters - Bobcaygeon**, be received;

**That** staff be directed to notify area stakeholders of the City's intent to remove existing on-street parking meters in Bobcaygeon effective May of 2021; and

**That** staff report back to Council at the May 4, 2021 Committee of the Whole meeting, including a summary of any stakeholder feedback, regarding meter removals.

**That** Report CORP2021-003, **2020 Q4 Capital Close**, be received;

**That** the capital projects identified in Attachment A to Report CORP2021-003 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;

<b>Reserve</b>	<b>Report Closing Balance</b>
Capital Contingency Reserve	\$ 706,877.39
Police Reserves	\$ 34,738.15
Sewer Infrastructure Reserve	\$ 1,466.27

**That** the following projects be granted an extension to June 30, 2021:

- 932172201 - \*\*\*M/Y Coboconk Fire Hall Upgrades
- 928171901 - \*\*\*M/y Parks & Recreation Software
- 998161101 - Peel St WWW Design
- 950180500 - 2018 Recreation Facilities
- 950190400 - 2019 P&R Equipment
- 983190500 - 2019 Rural Resurfacing
- 983191301 - 2019 Municipal Drains

**That** the following projects be granted an extension to December 31, 2021:

- 953170501 - \*\*\*M/Y Development 68 Lindsay St N
- 950151801 - \*\*\*M/Y Logie Park
- 928190104 - \*\*\*M/Y Disaster Recovery 2019-20
- 932190104 - \*\*\*M/Y Mariposa Fire Station
- 997130801 - 2013 Eldon Landfill
- 983160600 - 2016 Urban/Rural Reconstruction
- 998160501 - Pinewood Production Well
- 983170800 - 2017 Road Restoration WWW Projects
- 950180100 - 2018 Parkland Site works

- 998190400 - 2019 WWW Study & Special Projects
- 983200300 - 2020 Urban/Rural Reconstruction
- 983181200 - 2018 Parking
- 928190100 - 2019 IT Systems
- 932190100 - 2019 Fire Facilities
- 932190300 - 2019 Fire Equipment
- 938190300 - 2019 Paramedic Equipment
- 983191101 - 2019 Traffic Systems
- 932200100 - 2020 Fire Facilities
- 950200100 - 2020 Parkland Site works
- 950200300 - 2020 Recreation Facilities
- 950200500 - 2020 Cemeteries
- 998151701 - Colborne St SPS
- 997166101 - 2016 Pump Chamber Construction
- 998160201 - Water Operations Monitoring System
- 998161501 - WW Operating Monitoring System
- 983170100 - 2017 Bridges
- 983170300 - 2017 Urban/Rural Reconstruction
- 997170200 - 2017 Lindsay Landfill
- 998170100 - 2017 Watermain Replacement
- 998170500 - 2017 Wastewater Treatment
- 932180100 - 2018 Fire Facilities
- 950180200 - 2018 Parkland Facilities
- 983180100 - 2018 Bridges
- 983180300 - 2018 Urban/Rural Reconstruction
- 983181101 - 2018 Traffic Systems
- 998180300 - 2018 Water Distribution & WW Collection
- 998180400 - 2018 Water Treatment Program
- 998180500 - 2018 Wastewater Treatment

- 950190100 - 2019 Parkland Site works
- 950190300 - 2019 Recreation Facilities
- 950190500 - 2019 Cemeteries
- 983190100 - 2019 Bridges
- 983190300 - 2019 Urban/Rural Reconstruction
- 983190700 - 2019 Road Lifecycle Extension
- 997190100 - 2019 Landfill Site works
- 998190100 - 2019 Water Treatment Program
- 998190200 - 2019 Wastewater Treatment
- 998190300 - 2019 Water Distribution & WW Collection
- 932200300 - 2020 Fire Equipment
- 950200200 - 2020 Parkland Facilities
- 991200100 - 2020 PW Facilities
- 983200100 - 2020 Bridges
- 983200700 - 2020 Lifecycle Extension
- 921202701 - Locate Software
- 921204101 - Airport Capital Plan
- 921204201 - Bridge Structures Study

**That** the following projects be granted an extension to June 30, 2022:

- 921204101 - Airport Capital Plan
- 921204201 - Bridge Structures Study
- 921203601 - Commercial Lands Supply and Policy Review
- 921203701 - 2020 International Plowing Match
- 921203801 - Cultural Centre Feasibility Study
- 921204001 - Asset Management Plan

**That** the following projects be granted an extension to December 31, 2022:

- 950190103 - \*\*\*M/Y Bobcaygeon Beach Park
- 953190100 - 2019 B&P Facilities



- 921203501 - Secondary Plans and Aggregate Policy Study

**That** the following projects be granted an extension to June 30, 2023:

- 921203201 - Growth Management Strategy
- 921204301 - City Wide Speed Reduction; and

**That** the following project be granted an extension to December 31, 2023:

- 921203501 - Secondary Plans and Aggregate Policy Study

10.3.16. CW2021-062

**That** Report ED2021-010, **Municipal Heritage Committee Terms of Reference**, be received; and

**That** the proposed changes to the Kawartha Lakes Municipal Heritage Committee Terms of Reference, as outlined in Appendix A, be adopted.

**That Report WWW2021-001, 2020 Annual Waterworks Summary Report**, be received in accordance with reporting requirements of Ontario regulation 170/03 Schedule 22 and Section 11 under the Safe Drinking Water Act, 2002, for the following municipal, residential drinking water systems (DWS) owned by the City of Kawartha Lakes:

- Birch Point Estates Drinking Water System
- Bobcaygeon Drinking Water System
- Canadiana Shores Drinking Water System
- Fenelon Falls Drinking Water System
- Janetville Drinking Water System
- King's Bay Drinking Water System
- Kinmount Drinking Water System
- Lindsay Drinking Water System
- Manilla Drinking Water System (Woods of Manilla)
- Manorview Drinking Water System
- Mariposa Estates Drinking Water System
- Norland Drinking Water System
- Omemee Drinking Water System
- Pinewood Drinking Water System
- Pleasant Point Drinking Water System
- Sonya Drinking Water System
- Southview Estates Drinking Water System
- Victoria Place Drinking Water System
- Western Trent / Palmina Drinking Water System
- Woodfield Drinking Water System
- Woodville Drinking Water System

- 10.3.18. CW2021-064
- That Report CLK2021-004, Kawartha Lakes AAC 2020 Annual Activities Report and Proposed 2021 Work Plan**, be received; and
- That** the Kawartha Lakes AAC 2021 Work Plan be approved.
- 10.3.19. CW2021-065
- That Report PLAN2021-009, Environmental Advisory Committee (CKLEAC) 2021 Work Plan**, be received; and
- That** the 2021 proposed Environmental Advisory Committee Work Plan as outlined in Appendix B to Report PLAN2021-009 be approved.
- 10.3.20. CW2021-066
- That Report ED2021-004, Municipal Heritage Committee 2020 Work Summary and 2021 Work Plan**, be received; and
- That** the 2021 Municipal Heritage Committee Work Plan as outlined in Appendix B be approved.
- 10.3.21. CW2021-067
- That Report ED2021-013, Agricultural Development Advisory Committee 2021 Work Plan**, be received; and
- That** the Agricultural Development Advisory Committee 2021 Work Plan as outlined in Appendix B to Report ED2021-013 be approved.
- 10.3.22. CW2021-068
- That Report ED2021-014, Downtown Revitalization Committee Annual Report and 2021 Work Plan**, be received; and
- That** the 2021 Downtown Revitalization Committee Work Plan as outlined within this report be approved.
- 10.3.23. CW2021-069
- That Report CS2021-002, Fenelon Falls Museum Board Annual Report and 2021 Work Plan**, be received.
- 10.3.24. CW2021-070
- That Report CEM2021-001, Kawartha Lakes Cemetery Board Annual Report and 2021 Work Plan**, be received.

- 10.3.25. CW2021-071
- That Report PRC 2021-001, Parks Advisory Committee Annual Report and 2021 Work Plan**, be received.
- 10.3.26. CW2021-072
- That Report ENG2021-007, Kawartha Lakes Airport Advisory Committee Annual Report and 2021 Work Plan**, be received.
- 10.3.27. CW2021-073
- That Report WM2021-003, Lindsay Ops Landfill Public Review Committee 2020 Work Summary and 2021 Work Plan**, be received; and
- That** the 2021 Lindsay Ops Public Review Committee Work Plan attached to this report as Appendix A be approved by Council.
- 10.3.28. CW2021-074
- That Report WM 2021-004, Waste Management Advisory Committee 2020 Work Summary and 2021 Work Plan**, be received; and
- That** the 2021 Waste Management Advisory Committee Work Plan attached to this report as Appendix A be approved by Council.
- 10.3.29. CW2021-075
- That Report WM2021-006, Fenelon Landfill Public Review Committee 2020 Work Summary and 2021 Work Plan**, be received; and
- That** the 2021 Fenelon Landfill Public Review Committee Work Plan, as outlined in Appendix “A” to Report WM2021-006, be approved.
- 10.3.30. CW2021-076
- That** the Memorandum from Councillor Richardson, **Regarding Light Installation at Porter Road and Highway 7A**, be received; and
- That** Council approves the request for a streetlight at Porter Road and Highway 7A and that staff work with the Ministry of Transportation regarding the installation.

- 10.3.31. CW2021-077
- That** the Memorandum from Councillor Richardson, **regarding Janetville Subdivision Lifecycle Extension Program**, be received; and
- That** Manvers Drive, Neals Drive, Janet Drive, William Ave and Arbour Court be reviewed and considered for a future Lifecycle Extension Program.
- 10.3.32. CW2021-078
- That** the Memorandum from Councillor Ashmore, **regarding the Speed Reduction of Cedar Glen Road**, be received;
- That** staff investigate a section of Cedar Glen Road, being from Highway 36 to Log House Road, for consideration of a speed reduction to 60 km /hr.; and
- That** staff report back to Council by end of Q3 2021.
- 10.3.33. CW2021-079
- That** the Memorandum from Councillor Ashmore, **Regarding the Speed Reduction on Tracey's Hill Road**, be received;
- That** Staff investigate a section of Tracey's Hill Road, being from Centreline Road to Sturgeon Road, for a speed reduction to 60 km /hr.; and
- That** Staff report back to Council by end of Q3 2021.
- 10.3.34. CW2021-080
- That** the Memorandum from Councillor Ashmore and Councillor Richardson, **Regarding Pigeon Lake Management Plan Support**, be received; and
- That** Council give support for a multilateral agreement between all parties.
- 10.4. Items Extracted from Committee of the Whole Minutes
11. **Planning Advisory Committee**
- 11.1. Planning Advisory Committee Meeting, March 10, 2021
- 11.1.1. Correspondence Regarding Planning Advisory Committee Recommendations

11.1.1.1.	CC2021-07.11.1.1.1	81 - 82
	<p><b>Correspondence Regarding Report PLAN2021-011, Amend the Somerville Zoning By-Law 78-45 at 41 Shadow Lake Road 16 - Park and Radford Park</b></p> <p><b>(Item 11.1.3.2 on the Agenda, being PAC2021-014)</b></p> <p>Stephanie Briley-Brand</p> <p>Carl Brand</p>	
11.1.2.	Planning Advisory Committee Minutes	83 - 95
	<p><b>Planning Advisory Committee Meeting Minutes, March 10, 2021</b></p> <p><b>Special Planning Advisory Committee Meeting Minutes, March 10, 2021</b></p> <p><b>(Secondary Plans LPAT)</b></p>	
11.1.3.	Business Arising from the March 10, 2021 Regular Planning Advisory Committee Meeting Minutes	
11.1.3.1.	PAC2021-013	
	<p><b>That</b> Report PLAN2021-008, <b>Zoning By-law Amendment for Cannabis Cultivation and Processing</b>, be received for information; and</p> <p><b>That</b> Report PLAN2021-008, Zoning By-law Amendment for Cannabis Cultivation and Processing, be referred back to staff to address issues raised through the public consultation process for further review until such time that all comments have been addressed.</p>	
11.1.3.2.	PAC2021-014	
	<p><b>That</b> Report PLAN2021-011, <b>Amend the Somerville Zoning By-law 78-45 at 41 Shadow Lake Road 16 – Park and Radford-Park</b>, be received;</p> <p><b>That</b> a Zoning By-law Amendment respecting application D06-2021-002, substantially in the form attached as Appendix D to Report PLAN2021-011, 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>	
11.1.3.3.	PAC2021-015	
	<p><b>That</b> the deputations of Emma Drake (Item 4.1), and Amanda Dougherty (Item 4.2), regarding matters on this agenda, be received.</p>	

11.1.3.4. PAC2021-016

**That** Report PLAN2021-010, **respecting Part Lot 10, Concession 12, Geographic Township of Mariposa, Bedard Sand and Gravel Limited – Application D06-2020-004**, be received;

**That** a Zoning By-law, respecting application D06-2020-004, substantially in the form attached as Appendix C, as amended, to Report PLAN2021-010 be approved for adoption by Council;

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

**That** in accordance with Section 34(17) of the Planning Act, Council having considered the change to the proposed Zoning By-law Amendment, deems no further public notice to be necessary.

11.1.3.5. PAC2021-017

**That** Report PLAN2021-012, **Amend the Manvers Zoning By-law 87-06 at 174 Highway 7A - Connor**, be received;

**That** a Zoning By-law Amendment respecting application D06-2020-009, substantially in the form attached as Appendix D to Report PLAN2021-012, 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.

11.1.4. Business Arising from the March 10, 2021 Special Planning Advisory Committee Meeting Minutes ( Secondary Plans LPAT)

11.1.4.1. PAC2021-020

**That** the correspondence from the following parties, regarding Report PLAN2021-007, Urban Settlement Boundaries, be received:

- Ryan McQuaid
- Tom and Marilyn Bent
- Bruce and Donna MacAlpine
- Frances Ferguson
- Brent and Sharon Drew on behalf of Delmar and Margaret Drew
- Dale Woodcock
- James Webster (2)
- Tom Halinski of Aird Berlis (2)
- Alan Webster (2)
- Nicholas Macos of Black Sutherland LLP (2)

11.1.4.2. PAC2021-021

**That** Report PLAN2021-007, **Official Plan (2012) and General Amendment 13 Appeals – Urban Settlement Boundaries**, be received for information.

11.1.5. Items Extracted from March 10, 2021 Planning Advisory Committee Minutes

**12. Consent Matters**

**That** all of the proposed resolutions shown in Section 12.1 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered.

12.1. Reports

12.1.1. LGL2021-003

96 - 102

**Regulation of Nuisance Associated with Cannabis Cultivation and Processing Operations within the City of Kawartha Lakes**  
Robyn Carlson, City Solicitor



**That Report LGL2021-003, Regulation of Nuisance associated with Cannabis Cultivation and Processing Operations within the City of Kawartha Lakes, be received; and**

**That** an amendment to the property standards by-law, as outlined in Appendix A to Report LGL2021-003, be brought forward to Council for adoption.

12.1.2. CORP2021-004 103 - 105

**High Water Bill Relief - 53 Gee Crescent, Lindsay**  
Linda Liotti, Manager of Revenue and Taxation

**That Report CORP2021-004, High Water Bill Relief – 53 Gee Cres, Lindsay, be received.**

12.1.3. CORP2021-008 106 - 109

**High Water Bill Relief - 181 Kent Street West, Lindsay**  
Linda Liotti, Manager of Revenue and Taxation

**That Report CORP2021-008, High Water Bill Relief – 181 Kent St W, Lindsay, be received.**

12.1.4. CORP2021-009 110 - 114

**2020 Annual Report on Council Remuneration and Expenses**  
 Leanne Mitchell, Supervisor of Cost Accounting

**That Report CORP2021-009, 2020 Annual Report on Council Remuneration and Expenses, be received.**

12.1.5. PUR2021-004 115 - 117

## Single Source for Elevator Improvements at the Victoria Park Armoury

Ashley Wykes, Buyer

**That Report PUR2021-004, Single Source for Elevator Improvements at the Victoria Park Armoury, be received;**

**That** Council authorize the single source purchase to thyssenkrupp Elevator (Canada) Ltd. for elevator improvements at the Victoria Park Armoury for the total amount of \$165,713 not including HST; and

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

12.1.6.	PUR2021-005	118 - 121
	<p><b>2021-09-CQ Construction of Concrete Sidewalks, Curbs and Gutters</b>  Linda Lee, Buyer  Martin Sadowski, Senior Engineering Technician</p> <p><b>That</b> Report PUR2021-005, <b>2021-09-CQ Construction of Concrete Sidewalks, Curbs and Gutters</b>, be received;</p> <p><b>That</b> Onsite Construction Inc. be selected for the award of 2021-09-CQ Construction for the total amount of \$142,725.00 plus HST;</p> <p><b>That</b> subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award the contract; and</p> <p><b>That</b> the Procurement Division be authorized to issue a Purchase Order.</p>	
12.1.7.	PUR2021-006	122 - 124
	<p><b>Purchase of Powered Air-Purifying Respirators (PAPR)</b>  Launa Macey, Supervisor  Patricia Bromfield, Deputy Chief Operations</p> <p><b>That</b> Report PUR2021-006, <b>Single Source for the Purchase of Powered Air-Purifying Respirators (PAPR)</b>, be received;</p> <p><b>That</b> Brafasco (HDS Canada Inc.) of Vaughn, ON be selected for the award for the Purchase of Powered Air-Purifying Respirators (PAPR) amount of \$144,924.00 plus HST;</p> <p><b>That</b> this project be financed in the amount of \$164,000.00 (including HST) from the Safe Restart Grant Portion of the Contingency Reserve;</p> <p><b>That</b> subject to receipt of the required documents, the Mayor and Clerk be authorized to execute the agreement to award the contract; and</p> <p><b>That</b> the Procurement Division be authorized to issue a Purchase Order.</p>	
12.1.8.	PUR2021-007	125 - 128
	<p><b>2021-01-CQ Rehabilitation of Mill Pond Bridge</b>  Linda Lee, Buyer  Martin Sadowski, Senior Engineering Technician</p>	

**That** Report PUR2021-007, **2021-01-CQ Rehabilitation of Mill Pond Bridge**, be received;

**That** 2274084 Ontario Ltd o/a GMP Contracting be selected for the award of 2021-01-CQ Rehabilitation of Mill Pond Bridge for the total quoted amount of \$1,579,166.33 not including HST;

**That** D.M. Wills Associates Limited be awarded the Single Source for the Contract Administration and Inspection for the Rehabilitation of Mill Pond Bridge for the total quoted amount of \$124,280.00 not including HST plus a 10% Contingency;

**That** the additional expenditure of \$517,364 be funded from the uncommitted portion of the Capital Contingency Reserve (1.32248);

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

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

12.1.9. BP2021-001 129 - 131

**City Hall Bell Cupola**

Jorg Petersen, Manger, Building and Property Division

**That** Report BP2021-001, **City Hall Bell Cupola**, be received; and

**That** Council approve the creation of project #953210107 - City Hall Bell Cupola and the project be funded by the Capital Contingency Reserve (1.32248) as an emergency project to a maximum amount of \$35,000.00 with any unused funds at the completion of the project being declared surplus and returned to the Capital Contingency Reserve (1.32248).

12.1.10. WM2021-007 132 - 136

**Eligibility Review for Curbside Leaf and Yard Collection**

David Kerr, Manager of Environmental Services

**That** Report WM2021-007, **Eligibility Review for Curbside Leaf and Yard Collection**, be received;

**That** Council approve the Option 1 (Preferred) for a two-year pilot program to assess the feasibility of including high density multi-residential locations within the regular curbside collection of leaf and yard waste program that currently includes low density residential and mobile home parks only; and

**That** Staff report back to Council in Q3, 2022 on the results of the curbside collection pilot study with recommended options and associated costs.

12.2. Items Extracted from Consent

12.2.1. PUR2021-003 137 - 139

**Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper**

Marielle van Engelen, Buyer

**That** Report PUR2021-003, **Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper**, be received;

**That** Carl Thibault Emergency Vehicles Inc. of Pierreville, Québec, as the highest scoring proponent, be selected for award of Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper;

**That** the deficit in the project, 932200203, of \$23,701.92 be funded by Development Charges – Fire (3.24140) and the remaining \$51,304,17 deficit be funded by the Fire portion of the Fleet Reserve (1.32070); and

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

13. **Petitions**

13.1. CC2021-07.13.1 140 - 143

**Resident Concerns Regarding Gate Barriers on the Victoria Rail Trail Corridor between Knox Crescent and Northline Road  
(A Complete Copy of Petition is Available Through the Clerk's Office)  
Michael Hoskin**

13.2.	CC2021-07.13.2	144 - 144
	<b>Resident Concerns Regarding the Proposed City Docking Policy</b> <b>(A Complete Copy of Petition is Available Through the Clerk's Office)</b> Pearl Hellowell	
14.	<b>Other or New Business</b>	
15.	<b>By-Laws</b>	
	<b>That the By-Laws shown in Section 15.1 of the Agenda, namely: Items 15.1.1 to and including 15.1.7 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.</b>	
15.1.	By-Laws by Consent	
15.1.1.	CC2021-07.15.1.1	145 - 146
	A By-Law to Appoint an Administrator Under The Ontario Works Act, 1997 for The City of Kawartha Lakes and to Repeal and Replace By-Law 2008-038	
15.1.2.	CC2021-07.15.1.2	147 - 149
	A By-Law To Amend By-Law 2016-112 Being a By-Law to Regulate and Govern The Standards For Maintaining And Occupying Property within Kawartha Lakes.	
15.1.3.	CC2021-07.15.1.3	150 - 153
	A By-Law to Amend the Township of Somerville Zoning By-Law No. 78-45 to Rezone Land within the City of Kawartha Lakes (41 Shadow Lake Road 16)	
15.1.4.	CC2021-07.15.1.4	154 - 156
	A By-Law To Amend The Township of Mariposa Zoning By-Law No. 94-07 To Rezone Land Within The City Of Kawartha Lakes (1095 White Rock Road - Bedard Sand and Gravel Limited)	
15.1.5.	CC2021-07.15.1.5	157 - 159
	A By-Law to Amend the Township of Manvers Zoning By-Law No. 87-06 to Rezone Land within the City of Kawartha Lakes (174 Highway 7A)	

15.1.6.	CC2021-07.15.1.6	160 - 164
	By-Law to Amend By-Law 2018-039 being a By-Law to Regulate Water and Wastewater Services in the City of Kawartha Lakes	
15.1.7.	CC2021-07.15.1.7	165 - 167
	A By-Law To Temporarily Amend All Zoning By-Laws Within The City Of Kawartha Lakes (Temporary Patios)	
15.2.	By-Laws Extracted from Consent	
16.	<b>Notice of Motion</b>	
17.	<b>Closed Session</b>	
17.1.	Adoption of Closed Session Agenda	
17.2.	Disclosure of Pecuniary Interest in Closed Session Items	
17.3.	Move Into Closed Session	
	<b>That</b> 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 17 of the Regular Council Meeting Agenda of Tuesday, March 23, 2021, namely Items 17.3.1 to and including 17.3.7.	
17.3.1.	CC2021-07.17.3.1	
	<b>Closed Session Minutes, February 23, 2021 Regular Council Meeting</b>	
	<b>Closed Session Minutes, March 16, 2021 Special Council Meeting</b>	
	<b>Municipal Act, 2001 s.239(2)(d) Labour Relations or Employee Negotiations</b>	
	<b>Municipal Act, 2001 s.239(2)(e) Litigation or Potential Litigation, including matters before administrative tribunals, affecting the municipality or local board</b>	
	<b>Municipal Act, 2001 s.239(2)(f) Advice that is subject to solicitor-client privilege, including communications necessary for that purpose</b>	
	<b>Municipal Act, 2001 s.239(3.1)(1) The meeting is held for the purpose of educating or training members</b>	

- 17.3.2. LIB2021-001
- Appointments to the Kawartha Lakes Library Board**  
**Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable Individuals**  
Jamie Anderson, Chief Librarian
- 17.3.3. PLAN2021-013
- Planning Advisory Committee Member Appointment**  
**Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable Individuals**  
Chris Marshall, Director of Development Services
- 17.3.4. CS2021-003
- Public Appointees to the Bobcaygeon Legacy CHEST Fund Grant Committee**  
**Municipal Act, 2001 s.239(2)(b) Personal Matters about Identifiable Individuals**  
LeAnn Donnelly, Executive Assistant, Community Services
- 17.3.5. RS2021-012
- County Road 121, Fenelon Falls, Acquisitions Update**  
**Municipal Act, 2001 s.239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board**  
Sharri Dyer, Manager - Realty Services
- 17.3.6. CC2021-07.17.3.6
- Request for Proposal Evaluation Report - 2020-79-CP Supply and Delivery of One New Rescue Pumper**  
**Municipal Act, 2001 s.239(2)(i) a trade secret or financial information supplied in confidence to the municipality, 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**  
Jennifer Stover, Director of Corporate Services
- 17.3.7. LGL2021-004
- Local Planning Appeal Tribunal - Case PL120217 - City of Kawartha Lakes Official Plan 2012 and Secondary Plans**  
**Municipal Act, 2001 s.239(2)**  
Robyn Carlson, City Solicitor

**18. Matters from Closed Session**

**19. Confirming By-Law**

19.1. CC2021-07.19.1 168 - 168

A By-Law to Confirm the Proceedings of a Regular Meeting of Council  
of March 23, 2021

**20. Adjournment**



**The Corporation of the City of Kawartha Lakes**  
**Minutes**  
**Regular Council Meeting**

**CC2021-05**  
**Tuesday, February 23, 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**

**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](mailto:AgendaItems@kawarthalakes.ca) if you have an accessible accommodation request.**

**1. Call to Order**

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

CAO R. Taylor, Deputy Clerk S. O'Connell and Deputy Clerk J. Watts were in attendance in Council Chambers.

Directors C. Marshall, B. Robinson, J. Rojas, C. Shanks, J. Stover, R. Sutherland and City Solicitor R. Carlson were in attendance electronically.

**2. Opening Ceremonies**

**2.1 O Canada**

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

**2.2 Moment of Silent Reflection**

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

**2.3 Adoption of Open Session Agenda**

**CR2021-107**

**Moved By** Councillor Richardson

**Seconded By** Councillor Veale

**That** the Agenda for the Open Session of the Regular Council Meeting of Tuesday, February 23, 2021, be adopted as circulated.

**Carried**

**3. Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

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

**4.1 Council**

**4.2 Staff**

**5. Council Minutes**

**Special Council Meeting Minutes, January 26, 2021**

**Regular Council Meeting Minutes, January 28, 2021**

**Special Council Meeting Minutes, February 2, 2021**

**Special Council Meeting Minutes, February 16, 2021**

An amended version of the draft minutes from the Special Council Meeting of February 16, 2021 were circulated. The amended draft minutes included a revision for resolution CR2021-095.

**CR2021-108**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Veale

**That** the Minutes of the January 26, 2021 Special Council Meeting, the January 28, 2021 Regular Council Meeting, the February 2, 2021 Special Council Meeting and the February 16, 2021 Special Council Meeting, as amended, be received and adopted.

**Carried**

**6. Deputations**

**7. Correspondence**

**7.1 CC2021-05.7.1**

**Correspondence Regarding the Construction of an Outdoor Rink**

(Note: A List of 700 Names was Submitted to the Clerk's Office in Support of this Correspondence)

Allen Irvine

**CR2021-109**

**Moved By** Councillor Dunn

**Seconded By** Deputy Mayor O'Reilly

**That** the correspondence from Allen Irvine, **regarding the Construction of an Outdoor Rink**, be received; and

**That** issue of the Construction of Outdoor Rinks within the City of Kawartha Lakes be referred to staff for review and report back by the end of Q3, 2021.

**Carried**

7.2 CC2021-05.7.2

**Correspondence Regarding Access to the Amphitheater in Fenelon Falls**

Maria Brand

**CR2021-110**

**Moved By** Councillor Elmslie

**Seconded By** Deputy Mayor O'Reilly

**That** the correspondence from Maria Brand, **regarding Access to the Amphitheater in Fenelon Falls**, be received and referred to Staff as part of the ongoing approvals for the Grove Theatre in Fenelon Falls.

**Carried**

**8. Presentations**

**9. Committee of the Whole**

9.1 Correspondence Regarding Committee of the Whole Recommendations

9.2 Committee of the Whole Minutes

**Committee of the Whole Meeting Minutes, February 9, 2021**

**CR2021-111**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Dunn

**That** the Minutes of the February 9, 2021 Committee of the Whole Meeting be received and the recommendations, included in Section 9.3 of the Agenda, save and except for Items 9.3.7, 9.3.9 and 9.3.11, be adopted.

9.3 Business Arising from Committee of the Whole Minutes

9.3.1 CW2021-026

**That** the deputation of Neil Arbour, of APG Kent Street Properties, **regarding the Water Bill for 181 Kent Street, Lindsay**, be received; and

**That** the outstanding Water Bill for 181 Kent Street, Lindsay, be referred to Staff for review and report back at the March 23, 2021 Regular Council Meeting.

**Carried**

9.3.2 CW2021-027

**That** the correspondence from David Webb, **regarding the Creation of a Jump In Forum for Citizen Discussion of Services**, be received.

**Carried**

9.3.3 CW2021-028

**That** the presentation by Ron Taylor, Chief Administrative Officer, **regarding Pandemic Response and City Service Update**, be received

**Carried**

9.3.4 CW2021-029

**That** the presentation by James Auld, Manager, Mapping and GIS Division, **regarding the GIS Mapping Public Viewer**, be received

**Carried**

9.3.5 CW2021-030

**That** the presentation by Ron Taylor, Chief Administrative Officer, and Rod Sutherland, Director of Human Services, **regarding the Victoria Manor Redevelopment and Long Term Care Update**, be received

**Carried**

9.3.6 CW2021-031

**That** the presentation by Brenda Stonehouse, Strategy and Innovation Specialist, **regarding the Community Safety and Well-Being Plan**, be received.

**Carried**

9.3.8 CW2021-033

**That** the presentation by Bryan Robinson, Director of Public Works, Todd Bryant, Manager of Fleet and Transit and Roger Smith, CEO of Richmond Sustainability Initiatives, **regarding the Fleet Services Review**, be received

**Carried**

9.3.10 CW2021-035

**That** the presentation by Sharri Dyer, Manager, Realty Services, **regarding Private Docking on City Land - Proactive Enforcement Plan Presentation**, be received;

**Carried**

9.3.12 CW2021-037

**That** Report CAO2021-001, **Update on Modernization Review**, be received;

**That** staff make application(s) for funding through the provincial Municipal Modernization Program – Intake 2, to complete digital modernization projects for a Comprehensive Roads Inventory & Database and Water Smart Meter Reading Technologies, where eligible.

**Carried**

9.3.13 CW2021-038

**That** Report WM2021-001, **2020 Lindsay Ops Landfill Gas Generator Summary**, be received

**Carried**

9.3.14 CW2021-039

**That** Report FL2021-002, **Fleet Standardization**, be received

**Carried**

9.3.15 CW2021-040

**That** the Memorandum from Councillor Yeo, **regarding Protective Pool Covers**, be received;

**That** staff bring back a report by the end of the second quarter regarding the use of Protective Covers on swimming pools as an option in lieu of fencing.

**Carried**

9.3.16 CW2021-041

**That** the Memorandum from Councillor Yeo, **regarding Fishing Over Bridges and Causeways**, be received;

**That** staff bring back a report by the end of Q2 regarding the use of municipally owned bridges and causeways for fishing; and

**That** the report back include options for banning fishing from bridges and causeways, regulating fishing through local licensing, patrolling and cleaning areas on a daily basis, or doing nothing at all.

**Carried**

9.3.17 CW2021-042

**That** the Memorandum from Councillor Veale, **regarding Mariposa Elementary School Zone Flashing Beacons**, be received;

**That** Engineering be directed to change the signage for the school zone on Eldon Road in front of Mariposa Elementary School to flashing beacons indicating when the reduced speed limit is in effect; and

**That** the new signage be implemented at a cost of \$16,000.

**Carried**

9.3.18 CW2021-042

**That** the Memorandum from Councillor Ashmore, **regarding Speed Reduction of Pigeon Lake Road from 1899 Pigeon Lake Road to Perdue Road North**, be received;

**That** staff conduct a traffic study into the reduction of speed on the section from 1899 Pigeon Lake Road to Perdue Road North; and

**That** staff report back by Q3 2021.

**Carried**

9.3.19 CW2021-044

**That** the Memorandum from Councillor Ashmore, **regarding Medical Supply Manufacturing**, be received.

**Carried**

9.4 Items Extracted from Committee of the Whole Minutes

9.3.7 CW2021-032

**CR2021-112**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Seymour-Fagan

**That** Report CAO2021-002, **Community Safety and Well-Being Plan**, be received;

**That** the Community Safety and Well-Being Plan Terms of Reference, appended as Attachment A to Report CAO2021-002 be approved;

**That** Mayor Andy Letham, Councillor Pat Dunn, Director Rod Sutherland, Kawartha Lakes Police Chief Mark Mitchell, and OPP Kawartha Lakes Detachment Commander Tim Tatchell, be appointed to the Community Safety and Well-Being Plan Advisory Committee;

**That** the appointed Advisory Committee members be delegated the authority to appoint the community representatives to the Advisory Committee from the sectors as identified in the Terms of Reference.

**Carried**

9.3.9 CW2021-034

**CR2021-113**

**Moved By** Councillor Veale

**Seconded By** Councillor Yeo

**That** Report FL2021-001, **Fleet Services Review**, be received

**Carried**

**CR2021-114**

**Moved By** Councillor Veale

**Seconded By** Councillor Richardson

**That** Staff establish a feasibility plan and a timeline for transforming the City's Fleet to electric vehicles and report back by the end of Q4, 2021.

**Carried**



9.3.11 CW2021-035

**CR2021-115**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Veale

**That** Report RS2021-004, **Proposed Amendments to the Dock Encroachment Policy CP2018-001**, be received;

**That** the proposed amendments to the Dock Encroachment Policy CP2018-001 be referred to staff for revision and report back at the March 9, 2021 Committee of the Whole Meeting based on comments received from Council.

**Carried**

**10. Planning Advisory Committee**

10.1 Correspondence Regarding Planning Advisory Committee Recommendations

10.2 Planning Advisory Committee Minutes

**Planning Advisory Committee Meeting, February 10, 2021**

**CR2021-116**

**Moved By** Councillor Veale

**Seconded By** Councillor Elmslie

**That** the Minutes of the February 10, 2021 Planning Advisory Committee Meeting be received and the recommendations, included in Section 10.3 of the Agenda, save and except for Item 10.3.3, be adopted.

**Carried**

10.3 Business Arising from Planning Advisory Committee Minutes

10.3.1 PAC2021-006

**That** Report PLAN2021-003, **Part of Lot 18, Concession 6, Former Town of Lindsay, Lepha Properties Inc. and City of Kawartha Lakes – Applications D01-2021-001, D06-2021-001 and D05-2021-001**, be received; and

**That** PLAN2021-003 respecting Applications D01-2021-001, D06-2021-001 and D05-2021-001 be referred back to staff 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**

10.3.2 PAC2021-007

**That** Report PLAN2021-004, **Part of Lot 3, Concession 12, geographic Township of Mariposa, City of Kawartha Lakes, identified as 151 Peniel Road, Hamilton – D06-2020-030**, be received;

**That** a Zoning By-law Amendment respecting application D06-2020-030, substantially in the form attached as Appendix D to Report PLAN2021-004, 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.

**Carried**

10.3.4 PAC2021-009

**That** Report PLAN2021-006, respecting **Part Lots 12 & 13, Concession 19, Part Lot 40, RCP 564, 57R-7890, Parts 2 to 5, former Village of Bobcaygeon, Port 32 Inc. – Applications D06-17-028 & D04-17-001**, be received;

**That** the Draft Plan of Condominium and Conditions for Draft Plan of Condominium for file D04-17-001 (16CD-17501), substantially in the form attached as Appendix D to Report PLAN2021-006, and as amended to include the installation of stop signs at the intersection of Mill Street and Lakewood Crescent be referred to Council for approval and adoption;

**That** a Zoning By-law, respecting application D06-17-028, substantially in the form attached as Appendix E to Report PLAN2021-006, and as amended, be approved for adoption by Council; and

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

**Carried**

10.3.5 PAC2021-010

**That** Report ENG2021-005, **Assumption of Churchdown Mews Subdivision, Lindsay**, be received;

**That** the Assumption of Churchdown Mews Subdivision, Geographic Town of Lindsay, be approved;

**That** an Assumption By-Law, substantially in the form attached as Appendix A, to Report ENG2021-005 be approved and adopted by Council; and

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

**Carried**

10.4 Items Extracted from Planning Advisory Committee Minutes

10.3.3 PAC2021-008

**CR2021-117**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Veale

**That** Report PLAN2021-005, **Part of Lot 3, Concession 11, geographic Township of Emily, City of Kawartha Lakes, identified as 833 Pigeon Lake Road, Gingrich – D06-2020-029**, be received; and

**That** the application respecting the proposed Zoning By-law Amendment be referred back to staff until such time as all comments have been received and addressed from all circulated agencies, City Departments, and the public, and for further review and processing.

**Carried**

**11. Consent Matters**

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

Deputy Mayor O'Reilly Item 11.1.10

Councillor Ashmore Items 11.1.6 and 11.1.7

Councillor Seymour-Fagan Item 11.1.5

Councillor Veale Item 11.1.1

Councillor Yeo Item 11.1.9

**Moved By** Councillor Elmslie

**Seconded By** Councillor Dunn

**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, save and except for Items 11.1.1, 11.1.5, 11.1.6, 11.1.7, 11.1.9 and 11.1.10, and sequentially numbered.

**Carried**

11.1 Reports

11.1.2 RS2021-010

**Proposed Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes – 440 Kent Street West (Courtroom Space)**

Laura Carnochan, Law Clerk - Realty Services

**CR2021-118**

**That** Report RS2021-010, **Proposed Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes – 440 Kent Street West (Courtroom and Office Space)**, be received;

**That** the Mayor and Clerk be authorized to execute the Lease Agreement attached as Appendix B on behalf of The Corporation of the City of Kawartha Lakes, being a Lease Agreement with Her Majesty The Queen In Right of Ontario as Represented By The Minister of Government and Consumer Services for the purpose of leasing courtroom and office space for use by the Provincial Offences Division; and

**That** a By-Law (attached as Schedule C) authorizing the signing of the Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes for courtroom space at 440 Kent Street West, Lindsay, be forwarded to Council for adoption.

**Carried**

11.1.3 RS2021-011

**Proposed Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes – 440 Kent Street West (Basement Office Space)**

Laura Carnochan, Law Clerk - Realty Services

**CR2021-119**

**That** Report RS2021-011, **Proposed Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As**

**Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes – 440 Kent Street West (Basement Office Space),** be received;

**That** the Mayor and Clerk be authorized to execute the Lease Agreement attached as Appendix B on behalf of the Corporation of the City of Kawartha Lakes, being a Lease Agreement with Her Majesty The Queen In Right of Ontario As Represented By The Minister of Government and Consumer Services for the purpose of leasing basement office space for use by the Provincial Offences Division; and

**That** a By-Law (attached as Schedule C) authorizing the signing of the Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes for basement office space at 440 Kent Street West, Lindsay, be forwarded to Council for adoption.

**Carried**

11.1.4 RS2021-013

**Proposed License Agreement Between the City of Kawartha Lakes and Xplornet Communications Inc. at 50 Tower Road, Kirkfield**

Christine Oliver, Law Clerk - Realty Services

**CR2021-120**

**That** Report RS2021-013, **Proposed License Agreement between The City of Kawartha Lakes and Xplornet Communications Inc. at 50 Tower Road, Kirkfield,** be received; and

**That** the Mayor and Clerk be authorized to execute the proposed License Agreement attached as Appendix D on behalf of The Corporation of the City of Kawartha Lakes for the purpose of constructing a new telecommunications tower for a five year term.

**Carried**

11.1.8 PUR2021-002

**Request for Quotation Bulldozer and Operator for Cover and Compaction at Eldon and Laxton Landfill Sites**

Marielle van Engelen, Buyer

**CR2021-121**

**That** Report PUR2021-002, **Request for Quotation 2021-02-OQ Bulldozer and Operator for Cover and Compaction at Eldon and Laxton Landfill Sites**, be received;

**That** Youngs Excavating (1918293 Ontario Inc.) be awarded Request for Quotation 2021-02-OQ Bulldozer and Operator for Cover and Compaction at Eldon and Laxton Landfill Sites for the quoted estimated annual amount of \$115,596.00 plus HST;

**That** Council authorize the option to renew the contract after the initial two-year term, April 1, 2021 to March 31, 2023 for an additional one (1) year per the terms of the contract, based on annual budget approval, mutual agreement and successful completion of the initial term; and

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

**Carried**

11.1.11 CA2021-001

**Update on Asset Management Plan**

Adam Found, Manager of Corporate Assets

**CR2021-122**

**That** Report CA2021-001, **Update on Asset Management Plan**, be received;

**That** the timeframe for 2020 Special Project 921204001 (Asset Management Plan) be extended to December 31, 2022;

**That** the letter and resolution prepared by the Municipal Finance Officers' Association regarding the extension of Municipal Asset Management Plan deadlines, attached as Appendix A and Appendix B, respectively, to Report CA202-001, be endorsed; and

**That** Report CA2021-001 and the foregoing endorsement be transmitted to the Minister of Infrastructure, Minister of Municipal Affairs and Municipal Finance Officers' Association.

**Carried**

11.1.12 EMS2021-001

**Community Integration Data and Network Sharing Agreements**

Sara Johnston, Deputy Paramedic Chief, Professional Standards

**CR2021-123**

**That** Report EMS2021-001, **Community Integration Data and Network Sharing Agreements**, be received;

**That** the Community Integration Data Sharing Agreement and the Community Integration Information Management and Network Services Agreement, attached to Report EMS2021-001 as Appendices A and B respectively, be received and approved; and

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

**Carried**

11.1.13 HH2021-002

**Affordable Housing Target Program Recommendations**

Michelle Corley, Program Supervisor, Human Services

**CR2021-124**

**That** Report HH2021-002, **Affordable Housing Target Program Recommendations**, be received;

**That** subject to the necessary by-laws and agreements being forwarded to council for approval, and the successful completion of such planning and development processes as may be required, the recommended applications received through the Affordable Housing Target Program, Intake CKL2020-001, providing a total of 2 affordable ownership units in the City of Kawartha Lakes and Intake COH2020-001, providing a total of 47 affordable rental units in the County of Haliburton, as described in Report HH2021-002, be supported;

**That** the municipal incentives identified in Table 1 of Report HH2021-002 be approved;

**That** the requested waiver of development charges in the amount of \$51,140.00 be recovered through financing from the uncommitted portion of the General Contingency Reserve (1.32090); and

**That** the Director of Human Services and the Manager of Housing be authorized to execute necessary agreements to provide the incentives to these projects.

**Carried**

11.2 Items Extracted from Consent

11.1.1 RS2021-009

**Proposed Lease Extension and Amending Agreement Between Her Majesty the Queen in Right of Ontario as Represented by the Minister of Government and Consumer Services and The Corporation of the City of Kawartha Lakes - 322 Kent Street West, Lindsay**

Laura Carnochan, Law Clerk - Realty Services

**CR2021-125**

**Moved By** Councillor Veale

**Seconded By** Councillor Seymour-Fagan

**That** Report RS2021-009, **Proposed Lease Extension and Amending Agreement between Her Majesty The Queen in Right of Ontario as Represented by the Minister of Government and Consumer Services and The Corporation of the City of Kawartha Lakes - 322 Kent Street West**, be received;

**That** the Mayor and Clerk be authorized to execute the Lease Agreement attached as Appendix B on behalf of The Corporation of the City of Kawartha Lakes, being a Lease Agreement with Her Majesty The Queen in Right of Ontario as Represented by the Minister of Government and Consumer Services for the purpose of leasing space for the Public Works and Engineering and Corporate Assets Departments; and

**That** a By-Law (attached as Schedule C) authorizing the signing of the Lease Extension and Amending Agreement between Her Majesty The Queen in Right of Ontario as Represented by the Minister of Government and Consumer Services and The Corporation of the City of Kawartha Lakes for office space at 322 Kent Street West, Lindsay, be forwarded to Council for adoption.

**Carried**



**CR2021-126**

**Moved By** Councillor Veale

**Seconded By** Councillor Yeo

**That** Staff report back by the end of Q4, 2021 on a feasibility plan to consolidate City facilities and vacate the facility located at 322 Kent Street West, Lindsay.

**Carried**

11.1.5 RS2021-014

**Dock License Application For 114 Front Street East Bobcaygeon**

Christine Oliver, Law Clerk - Realty Services

**CR2021-127**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Yeo

**That** Report RS2021-014, **Dock License Application for 114 Front Street East, Bobcaygeon**, be received;

**That** a 5 year License Agreement for the dock located at 114 Front Street East, Bobcaygeon, be granted, provided that the applicant obtains the necessary permit from the Trent Severn Waterway; and

**That** the Mayor and Clerk be authorized to execute the License Agreement

**Carried**

11.1.6 CORP2021-002

**Municipal Credit Rating**

Sandra Shorkey, Supervisor-Treasury

**CR2021-128**

**Moved By** Councillor Ashmore

**Seconded By** Deputy Mayor O'Reilly

**That** Report CORP2021-002, **Municipal Credit Rating**, be received.

**Carried**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Yeo

**That** Staff obtain an indicative credit rating for the City of Kawartha Lakes and report back on the results.

**Motion Failed**

11.1.7 CORP2021-006

**Haliburton Kawartha Pine Ridge District Health Unit 2020 Budget Arrears**

Carolyn Daynes, Treasurer

**CR2021-129**

**Moved By** Councillor Yeo

**Seconded By** Councillor Elmslie

**That** Report CORP2021-006, **Haliburton Kawartha Pine Ridge District Health Unit (HKPRDHU) 2020 Budget Arrears**, be received; and

**That** Council approve the payment of the 2020 City of Kawartha Lakes assessed budget arrears for HKPRDHU in the amount of \$167,684.

**Carried**

11.1.9 PUR2021-003

**Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper**

Marielle van Engelen, Buyer

**CR2021-130**

**Moved By** Councillor Yeo

**Seconded By** Councillor Dunn

**That** Report PUR2021-003, **Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper**, be referred to the March 23, 2021 Council Meeting; and

**That** the Request for Proposal Evaluation be supplied to Council, in Closed Session, at the March 23, 2021 Regular Council Meeting.

**Carried**

11.1.10      ENG2021-021

**Request for Traffic Calming - Logie Street**

Joseph Kelly, Senior Engineering Tech

**CR2021-131**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Seymour-Fagan

**That** Report ENG2021-006, **Request for Traffic Calming – Logie Street**, be received.

**Carried**

**CR2021-132**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Seymour-Fagan

**That** Bike Lanes be installed on Logie Street, Lindsay; and

**That** a By-Law to close the bike lanes during the winter season (being November 1 to April 15) be presented to Council for consideration.

**Carried**

**12.    Petitions**

**13.    Other or New Business**

**14.    By-Laws**

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

**CR2021-133**

**Moved By** Councillor Yeo

**Seconded By** Councillor Elmslie

**That** the By-Laws shown in Section 14.1 of the Agenda, namely: Items 14.1.1 to and including 14.1.17 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**Carried**

14.1 By-Laws by Consent

14.1.1 By-Law 2021-009

A By-Law to Authorize the Execution of a Lease Extension and Amending Agreement between Her Majesty The Queen in Right of Ontario as Represented by The Minister of Government and Consumer Services and The Corporation of the City of Kawartha Lakes in the City of Kawartha Lakes for Space at 322 Kent Street West, Lindsay

14.1.2 By-Law 2021-010

A By-Law to Authorize the Execution of a Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes in the City of Kawartha Lakes for Courtroom and Office Space at 440 Kent Street West, Lindsay

14.1.3 By-Law 2021-011

A By-Law to Authorize the Execution of a Lease Extension and Amending Agreement between Her Majesty The Queen In Right Of Ontario As Represented By The Minister Of Government And Consumer Services and The Corporation of the City of Kawartha Lakes in the City of Kawartha Lakes for Basement Storage Space at 440 Kent Street West, Lindsay

14.1.4 By-Law 2021-012

A By-Law to Authorize the Execution of a Telecommunications License Agreement between The Corporation of the City of Kawartha Lakes and Xplornet Communications Inc.

14.1.5 By-Law 2021-013

A By-Law to Authorize the Acquisition of Part of the South 1/2 of Lot 20, Concession 8, in the Geographic Township of Manvers, City of Kawartha Lakes, designated as Part 1 on Plan 57R-10825, being Part of PIN: 63265-0297 (LT)

14.1.6 By-Law 2021-014

A By-Law to Stop Up and Close Part of George Street on Registered Plan 93, in the Geographic Town of Lindsay, City of Kawartha Lakes, described as Parts 5, 6, 7, and 8 on Plan 57R-10783 and to Authorize the Conveyance of the Land to Kawartha Lakes-Haliburton Housing Corporation

14.1.7 By-Law 2021-015

A By-Law to Stop Up and Close Part of the Original Shore Road Allowance in Front of Lot 8, Concession 4, in the Geographic Township of Laxton, City of Kawartha Lakes, designated as Part 1 on Plan 57R-10855 and to Authorize the Sale of the Land to the Abutting Owners (Adjacent to 68 Greenwood Road)

14.1.8 By-Law 2021-016

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 Described as Lot 25, Plan 366, Geographic Township of Laxton, City of Kawartha Lakes, being PIN: 63112-0180 (LT) (68 Greenwood Road)

14.1.9 By-Law 2021-017

A By-Law to Stop Up and Close Part of the Original Shore Road Allowance in Front of Lot 8, Concession 4, in the Geographic Township of Laxton, City of Kawartha Lakes, designated as Parts 1 and 2 on Plan 57R-10857 and to Authorize the Sale of the Land to the Abutting Owners (Adjacent to 74-76 Greenwood Road)

14.1.10 By-Law 2021-018

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 Described as Lot 27, Plan 366, Geographic Township of Laxton, City of Kawartha Lakes, being PIN: 63112-0182 (LT) (74 Greenwood Road)

14.1.11 By-Law 2021-019

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 Described as Lot 28, Plan 366, Geographic Township of Laxton, City of Kawartha Lakes, being PIN: 63112-0183 (LT) (76 Greenwood Road)

14.1.12 By-Law 2021-020

A By-Law To Amend The Township of Mariposa Zoning By-Law No. 94-07 To Rezone Land Within The City Of Kawartha Lakes (151 Peniel Road)

14.1.13 By-Law 2021-021

A By-Law To Amend The Village of Bobcaygeon Zoning By-Law No. 16-78 To Rezone Land Within The City of Kawartha Lakes (7-27 Lakewood Crescent, Port 32)

14.1.14 By-Law 2021-022

A By-Law to Assume Holtom Street, Plan 57M-796, PIN: 63232-0130 and associated 0.3 metre reserve, PIN: 63232-0175, Milner Court, Plan 57M-796, PIN: 63232-0279 and associated 0.3 metre reserves, Blocks 47 and 48, Plan 57M-796, PINs: 63232-0277 and 63232-0278, respectively, Moynes Court, Plan 57M-796, PIN: 63232-0280, previously dedicated and conveyed to the municipality upon the registration of Plans 57M-777 and 57M-796, and to assume Walkway Block 40, Plan 57M-796, PIN: 63232-0270, and to assume the Stormwater Management Pond, PIN: 63233-0295, and to Dedicate and Assume PIN: 63232-0018 and Road Widenings as part of Logie Street, Blocks 41 and 42, Plan 57M-796, PINs: 63232-0271 and 63232-0272, respectively, Geographic Town of Lindsay, The Corporation of the City of Kawartha Lakes (Churchdown Mews Subdivision)

14.1.15 By-Law 2021-023

A By-Law to Appoint a Municipal Law Enforcement Officer for the City of Kawartha Lakes (L. Graham)

14.1.16 By-Law 2021-024

A By-Law to Appoint an Area Weed Inspector for the City of Kawartha Lakes (L. Graham)

14.1.17 By-Law 2021-025

A By-Law to Appoint a Senior Licensing Enforcement Officer as a Municipal Law Enforcement Officer for the City of Kawartha Lakes for the Purpose of Enforcing Licensing By-Laws (S. Collins)

14.2 By-Laws Extracted from Consent

**15. Notice of Motion**

**16. Closed Session**

16.1 Adoption of Closed Session Agenda

**CR2021-134**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Ashmore

**That** the Closed Session agenda be adopted as circulated and with the following amendments:

Addition:

Item 16.3.3 being Report CORP2021-007 by Liana Patterson, Manager of Human Resources, regarding Ontario Nurses (ONA) Ratification

**Carried**

16.2 Disclosure of Pecuniary Interest in Closed Session Items

There were no declarations of pecuniary interest disclosed.

16.3 Move Into Closed Session

**CR2021-135**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Veale

**That** Council convene into closed session at 2:10 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 Tuesday, February 23, 2021, namely Items 16.3.1 to and including 16.3.3.

**Carried**

Open Session resumed at 3:03 p.m.

**17. Matters from Closed Session**

**Item 16.3.1**

The confidential closed session minutes from the January 28, 2021 Regular Council Meeting were approved.

**Item 16.3.2****CR2021-140****Moved By** Deputy Mayor O'Reilly**Seconded By** Councillor Richardson

**That** the City Solicitor provided an update to Council on Case PL120217 before the Local Planning Appeal Tribunal, being the City of Kawartha Lakes Official Plan 2012 and Secondary Plans thereto;

**That** the City Solicitor presented Council with draft Order 1 and draft Order 2 for its consideration;

**That** the Mayor and all Councillors were invited to attend the March 10, 2021 Planning Advisory Committee meeting, in order to hear from members of the public with respect to draft Order 2, which establishes the pre-2012 Urban Settlement Area boundaries, and with respect to the potential removal of the Candidate Sites from the Urban Settlement Areas; and

**That** following the meeting of the Planning Advisory Committee, this matter to return to Council on March 23, 2021 for Council recommendation to the Local Planning Appeal Tribunal concerning draft Order 1 and 2.

A Recorded Vote was requested by Councillor Ashmore.

	<b>For</b>	<b>Against</b>	<b>Absent</b>
Mayor Letham	X		
Deputy Mayor O'Reilly	X		
Councillor Ashmore		X	
Councillor Dunn	X		
Councillor Elmslie	X		
Councillor Richardson	X		
Councillor Seymour-Fagan	X		
Councillor Veale	X		
Councillor Yeo	X		
<b>Results</b>	<b>8</b>	<b>1</b>	<b>0</b>



**Carried**

**CR2021-141**

**Moved By** Councillor Yeo

**Seconded By** Councillor Seymour-Fagan

**That** Staff be directed to prepare and facilitate Minutes of Settlement with each of the Parties and present those settlements to Council as soon as possible;

**That** Council, by resolution, shall recommend to the LPAT the Candidate Sites and land that shall not be designated Urban Settlement Area and not within the Urban Service Boundary in the City's Official Plan and Secondary Plans;

**That** Council, by resolution, shall recommend to the LPAT the Candidate Sites and land that shall be designated Urban Settlement Area and within the Urban Service Boundary in the City's Official Plan and Secondary Plans; and

**That** City Planning Staff and the planning consultant shall give the planning evidence to the LPAT in support of the Minutes of Settlement recommended by Council to the LPAT.

**Carried**

**Item 16.3.3**

Council provided direction on the ratification with Ontario Nurses Association.

**18. Confirming By-Law**

**18.1 CC2021-05.18.1**

A By-Law to Confirm the Proceedings of a Regular Council Meeting, Tuesday, February 23, 2021

**CR2021-142**

**Moved By** Councillor Veale

**Seconded By** Councillor Richardson

**That** a by-law to confirm the proceedings of a Regular Council Meeting held Tuesday, February 23, 2021 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**Carried**

**19. Adjournment**

**CR2021-143**

**Moved By** Councillor Richardson

**Seconded By** Councillor Ashmore

**That** the Council Meeting adjourn at 3:20 p.m.

**Carried**

**Read and adopted this 23rd day of March, 2021.**

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Andy Letham, Mayor

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Sarah O'Connell, Deputy Clerk

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

## **Minutes**

### **Special Council Meeting**

**CC2021-06**  
**Tuesday, March 16, 2021**  
**Open Session Commencing at 1:00 p.m.**  
**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 was an electronic participation meeting and public access to Council Chambers was not 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](mailto:AgendaItems@kawarthalakes.ca) if you have an accessible accommodation request.**

**1. Call to Order**

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

CAO R. Taylor and City Clerk C. Ritchie were also in attendance.

**2. Adoption of Agenda**

**CR2021-144**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Ashmore

**That** the Agenda for the Open Session of the Special Council Meeting of Tuesday, March 16, 2021, be adopted as circulated.

**Carried**

**3. Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**4. Closed Session**

**4.1 Adoption of Closed Session Agenda**

**CR2021-145**

**Moved By** Councillor Richardson

**Seconded By** Councillor Veale

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

**Carried**

**4.2 Disclosure of Pecuniary Interest in Closed Session Items**

There were no declarations of pecuniary interest disclosed.

**4.3 Move Into Closed Session**

**CR2021-146**

**Moved By** Councillor Veale

**Seconded By** Deputy Mayor O'Reilly

**That** Council convene into closed session at 1:02 p.m. pursuant to Section 239(2) of the Municipal Act, S.O. 2001 s.25, in order to consider matters

identified in Section 4.3 of the Special Council Meeting Agenda of Tuesday, March 16, 2021, namely Items 4.3.1 to and including 4.3.2.

**Carried**

**5. Matters from Closed Session**

**Item 4.3.1**

Council was provided education on the overall process for the City's secondary and official plans.

**Item 4.3.2**

The CAO provided feedback and updates to council on service delivery and personnel issues and council gave feedback and instruction to the CAO accordingly.

**6. Confirming By-Law**

**6.1 CC2021-06.6.1**

A By-Law to Confirm the Proceedings on the Special Council Meeting of March 16, 2021

**CR2021-150**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Ashmore

**That** a by-law to confirm the proceedings of a Special Council Meeting held Tuesday, March 16, 2021 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**Carried**

**7. Adjournment**

**CR2021-151**

**Moved By** Councillor Yeo

**Seconded By** Councillor Dunn

**That** the Special Council Meeting Meeting adjourn at 3:46 p.m.

**Carried**

---

Andy Letham, Mayor

---

Cathie Ritchie, City Clerk



March 8<sup>th</sup>, 2021

Mayor Andy Letham  
and Members of Council  
City of Kawartha Lakes

On behalf of the Lindsay Downtown BIA Board of Directors, we write to you with a recommendation regarding the winter maintenance of downtown municipal parking lots, and how we believe this process may be streamlined by City Staff.

As you are aware, over the past 3 years, the Lindsay Downtown BIA has addressed parking in our downtown core and related issues within our geographic area, which includes municipal parking lots. These tasks are being done by our Community Liaison, as part of a pilot project supported by you, in 2018.

One of the issues monitored closely is winter maintenance, including road plowing, sidewalk maintenance and lot plowing. Our Community Liaison keeps a close eye on the snow piles in the parking lots, to ensure that an excessive number of spaces is not taken up by the pile, as parking inventory in our downtown is already limited. Currently the snow plowing and removal contract is managed by the Municipal By-Law Enforcement department, and not the Public Works department, which is responsible for the rest of the snow plowing and snow removal within our geographic area.

We are appreciative of the By-Law Enforcement department and their willingness to contact the contractor to remove the piles when we request it. However, this service is not always consistent, and is often removed in the middle of the business day, causing concern for pedestrian safety and traffic flow. We believe that these lots would be better served by the Public Works department as they have regular patrols of the downtown under their current snow removal mandate.

With the heightened level of service suggested by the City this winter, Public Works has the ability to monitor piles, and which point they should be removed, where the snow should go, and what time of day this should be done – generally after business hours, just as the removal of sidewalk snowbanks is performed. As this conforms to the current by-law prohibiting parking overnight in the winter, this will make winter maintenance safer and easier to conduct.

The municipal parking lots are very important to our membership. These lots provide much-needed additional parking for all of our businesses, as street parking is simply not sufficient, which is why having every available spot is so important to us. We truly believe that winter maintenance consolidated under one City Staff department will make for improved continuity of service, and allow the BIA to communicate with one liaison for all of our concerns.

We respectfully ask that Council consider our request moving forward, prior to the 2021/2022 winter season.

Should you have any questions or concerns, please do not hesitate to contact us. Thank you for your consideration.

Sincerely,

Steve Podolsky  
Vice-Chair – LDBIA Board of Directors

Melissa McFarland  
Executive Director

**From:** Brian Gray <>  
**Sent:** Tuesday, March 9, 2021 5:21 PM  
**To:** Ron Ashmore <[rashmore@kawarthalakes.ca](mailto:rashmore@kawarthalakes.ca)>  
**Cc:** Clerks <[clerks@kawarthalakes.ca](mailto:clerks@kawarthalakes.ca)>  
**Subject:** Thurstonia Park dock issues

Dear Councillor Ashmore,

I write to you today to express my family's extreme displeasure with the proposal before City of Kawartha Lakes council for the future of dock spaces in Thurstonia Park.

My mother's family has owned the same property and held the same dock space since 1953. Prior to the most recent changes and now these proposals, there were never any issues with the City or the Township before that regarding the docks in area. We paid the set fee and five generations of the family have enjoyed their time on Sturgeon Lake.

I fail to see the need to remove a vast number of docks or how that will improve the situation for taxpayers in the area -- something "good government" should strive to do at all times. One would have to openly question the motives of those who choose to act in opposition to the principal of good government.

I am also disappointed with the prejudice against so-called "backlot owners" -- a made-up term for a made-up problem. We pay property tax at the same rate as those on Hazel St. The fact remains that there are NO lakefront properties in Thurstonia Park. All properties are separated from the lake by at least one public road, in many cases trees and geography also obstruct views of the docks.

All property taxpayers deserve the same treatment and consideration from the City. To do otherwise is to play favourites and give unduly disadvantage those who have contributed to the economy of the City for many decades.

I hope that you, council and city staff will reconsider this misguided attempt to inflict change where none is warranted.

I look forward to council making a decision that treats residents and taxpayers with the respect they are due.

Sincerely,

Brian Gray, on behalf of:  
Carol Gray,



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

## **Minutes**

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

**COW2021-03**

**Tuesday, March 9, 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**

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**1. Call to Order**

Mayor Letham called the Meeting to order at 1:04 p.m. from Council Chambers. Deputy Mayor P. O'Reilly and Councillors R. Ashmore, D. Elmslie, T. Richardson, K. Seymour-Fagan, A. Veale and E. Yeo were in attendance.

Councillor P. Dunn was in attendance electronically.

CAO R. Taylor, City Clerk C. Ritchie, Deputy Clerk J. Watts and Administrative Assistant K. Lewis were in attendance in Council Chambers.

Directors C. Marshall, B. Robinson, J. Rojas, C. Shanks, J. Stover and R. Sutherland, City Solicitor R. Carlson, Chief of Paramedic Services R. Mellow, Accessibility Officer B. Condie, Manager of Realty Services S. Dyer, Manager of Corporate Assets A. Found, Manager of Municipal Law Enforcement and Licensing A. Sloan and Economic Development Officer - Heritage Planning E. Turner were in attendance electronically.

**2. Adoption of Agenda**

**CW2021-046**

**Moved By** Councillor Richardson

**Seconded By** Councillor Veale

**That** the agenda be adopted, as circulated, and with the following amendments:

Addition:

Item 2.1 Notice Regarding the COVID-19 Pandemic

Item 5.1 Correspondence from Douglas and Joanne Burns Regarding the Proposed Amendments to the Dock Encroachment Policy CP2018-001

**Carried**

**2.1 Notices and Information**

The federal government has just announced that it is designating March 11 as a national day of observance to commemorate those we have lost to the COVID-19 virus. March 11 marks the one-year anniversary of the World Health Organization declaring COVID-19 a global pandemic.

In Kawartha Lakes, we remember the tragic outbreaks at our long term care homes. We mourn the loss of all who have passed as a result of the virus, there are 42 confirmed lives claimed to date.

This day will also be a time to reflect on the significant impacts felt by everyone due to COVID-19, from financial hardships to mental health challenges, isolation and lost time with friends and family. It is a time to think about the impact of health care and other essential workers who have been on the front lines of the fight for a full year.

The municipality will recognize this day by the lowering of flags at City Hall to half-staff.

**3. Disclosure of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**4. Deputations**

**4.1 COW2021-03.4.1**

**Olde Gaol Musuem Funding**

Jane Gregory-Gill, Victoria County Historical Society

Jane Gregory-Gill, President of the Victoria County Historical Society, requested that the City provide financial assistance in the amount of \$132,000.00 to aid in the operation of the Olde Gaol Museum. The financial assistance would allow the Victoria County Historical Society to secure two full time employees.

**CW2021-047**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Richardson

**That** the deputation of Jane Gregory Gill, President, Victoria County Historical Society, **regarding Olde Gaol Museum Funding**, be received;

**That** the funding request in the amount of \$132,000.00 be referred to the CAO for review and report back at April 6, 2021 Committee of the Whole Meeting on options that are available to assist the Victoria County Historical Society; and

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

**Carried**

**4.2 COW2021-03.4.2**

**Service Enhancements and a Plan of Action for Service Betterment  
(Item 6.2.1 on the Agenda)**

David Webb

David Webb provided comment on the implementation of service enhancements and on the creation of a service betterment program.

**CW2021-048**

**Moved By** Councillor Veale

**Seconded By** Councillor Seymour-Fagan

**That** the deputation of David Webb, and supporting correspondence, **regarding Service Enhancements and a Plan of Action for Service Betterment**, be received; and

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

**Carried**

**5. Correspondence**

5.1 COW2021-03.5.1

**Correspondence Regarding the Proposed Amendments to the Dock Encroachment Policy CP2018-001**

Douglas and Joanne Burns

Mayor Letham advised that additional correspondence relating to the proposed amendments to the Dock Encroachment Policy CP2018-001 had been received, and circulated to Council.

**CW2021-049**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Dunn

**That** the correspondence from Douglas and Joanne Burns, Stan Wallace, Mark and Angela McKinnon, Jeff Nester, Bill and Lori Bygrave, Darlene Marshall, Simon Giggs and Hanne Jakobsen-Giggs, **regarding Proposed Amendments to the Dock Encroachment Policy CP2018-001**, be received and referred to the public consultation process for consideration; and

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

**Carried**

**6. Presentations**

6.1 COW2021-03.6.1

**2020-2021 Municipal Accessibility Master Plan Progress Report**

**Presentation**

Barb Condie, Accessibility Officer

Barb Condie, Accessibility Officer, provided an update on the Municipal Accessibility Master Plan for the 2020-2021 calendar year.

**CW2021-050**

**Moved By** Councillor Dunn

**Seconded By** Councillor Elmslie

**That** the presentation by Barb Condie, Accessibility Officer, **regarding the 2020-2021 Municipal Accessibility Master Plan Progress Report**, be received; and

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

**Carried**

6.1.1 CLK2021-003

**2020-2021 Municipal Accessibility Master Plan Report**

Barb Condie, Accessibility Officer

**CW2021-051**

**Moved By** Councillor Veale

**Seconded By** Councillor Richardson

**That** Report CLK2021-003, **2020-21 Municipal Accessibility Master Plan Progress Report**; be received; and

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

**Carried**

6.2 COW2021-03.6.2

**Customer Service Program Update Presentation**

Ron Taylor, Chief Administrative Officer

Craig Shanks, Director of Community Services

Ron Taylor, Chief Administrative Officer, and Craig Shanks, Director of Community Services, provided an overview and an update on City's Customer Service Program, on the J.D. Edwards Case Management System and on the customer service that is provided by Municipal Law Enforcement and Licensing.

**CW2021-052**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Elmslie

**That** the presentation by Ron Taylor, Chief Administrative Officer, and Craig Shanks, Director of Community Services, **regarding the Customer Service Program Update**, be received; and

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

**Carried**

6.2.1 CS2021-001

**J.D. Edwards Case Management System Program Enhancements**

LeAnn Donnelly, Acting Manager, Customer Services

**CW2021-053**

**Moved By** Councillor Yeo

**Seconded By** Councillor Elmslie

**That** Report CS2021-001, **J.D. Edwards Case Management System Program Enhancements**, be received; and

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

**Carried**

The meeting recessed at 2:23 p.m. and reconvened at 2:33 p.m.

6.3 COW2021-03.6.3

**Water-Wastewater Rate Study Presentation**

Adam Found, Manager of Corporate Assets

Andrew Grunda, Principal, Watson and Associates Economists

Adam Found, Manager of Corporate Assets, and (Sean-Michael Stephen) Andrew Grunda, of Watson and Associates Economists, provided an overview of the Water-Wastewater Rate Study.

**CW2021-054**

**Moved By** Councillor Elmslie

**Seconded By** Deputy Mayor O'Reilly

**That** the presentation by Adam Found, Manager of Corporate Assets, and Sean-Michael Stephen, of Watson and Associates Economists, **regarding the Water-Wastewater Rate Study**, be received; and

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

**Carried**

6.3.1 CA2021-002

**Water-Wastewater Rate Study**

**Note: Attachment A to Report CA2021-002 is available for review on the City's website at:**

**<http://calendar.kawarthalakes.ca/meetings/Detail/2021-03-09-1300-Committee-of-the-Whole>**

Adam Found, Manager of Corporate Assets

**CW2021-055**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Yeo

**That** Report CA2021-002, **Water-Wastewater Rate Study**, be received;

**That** the Water-Wastewater Rate Study, including the Water Financial Plan appended thereto, prepared by Watson and Associates and attached as Appendix A to Report CA2021-002, be adopted;

**That** the Water-Wastewater Division forward the Water Financial Plan to the Ministry of Environment, Conservation and Parks in accordance with the requirements of Ontario Regulation 453/07;

**That** the preparation of future plans and budgets, as well as the setting of future water and wastewater user rates, be guided by the Water-Wastewater Rate Study; and

**That** these recommendations be brought forward to Council for consideration at the next Regular Council Meeting.

**Carried**

6.4 COW2021-03.6.4

**Paramedic Master Plan Presentation**

Randy Mellow, Paramedic Chief

Todd MacDonald, President, Performance Concepts Consulting  
John Prno, Performance Concepts Consulting

**CW2021-056**

**Moved By** Councillor Richardson

**Seconded By** Councillor Yeo

**That** the presentation by Randy Mellow, Paramedic Chief, Todd MacDonald, President, Performance Concepts Consulting and John Prno, Performance Concepts Consulting, **regarding the Paramedic Master Plan**, be received; and

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

**Carried**

6.5 COW2021-03.6.5

**Long Range Financial Plan Presentation**

Jennifer Stover, Director of Corporate Services

**CW2021-057**

**Moved By** Councillor Dunn

**Seconded By** Councillor Yeo

**That** the presentation by Jennifer Stover, Director of Corporate Services, **regarding the Long Range Financial Plan**, be received; and

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

**Carried**

The meeting recessed at 5:00 p.m. and reconvened at 5:10 p.m.

**7. Reports**

7.1 RS2021-016

**Proposed Amendments to the Dock Encroachment Policy CP2018-001**

Sharri Dyer, Manager - Realty Services

**CW2021-058**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Veale



**That** Report RS2021-016, **Proposed Amendments to Dock Encroachment Policy CP2018-001 – Update**, be received;

**That** staff be directed to obtain public input on the proposed draft policy amendments, including a further amendment to remove Hazel St., Thurstonia from the requirement that only front lot owners be permitted docking, and report back to Council by the end of Q3, 2021;

**That** Hickory Beach agreement be brought back for discussion before License renewal; and

**That** these recommendations be brought forward to Council for consideration at the next Regular Council Meeting.

**Carried**

7.2 ML2021-001

**Backyard Chickens**

Aaron Sloan, Manager of Municipal Law Enforcement and Licensing

**CW2021-059**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Yeo

**That** Report ML2021-001, **Backyard Chickens**, be received;

**That** staff be directed to develop and amend the animal control by-law to remove Chickens as a prohibited animal and to provide additional amendments to allow for Backyard Chickens in certain residential areas for a 2-year trial pilot project, as outlined in Option 2;

**That** staff amend the Fees by-law to include a licensing fee for coop registration and inspection;

**That** the necessary By-Laws be brought forward to Council for consideration in Q2 2021; and

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

**Carried**

7.3 ML2021-003

**Parking Meters - Bobcaygeon**

Aaron Sloan, Manager of Municipal Law Enforcement and Licensing

**CW2021-060**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Elmslie

**That** Report ML2020-003, **Parking Meters - Bobcaygeon**, be received;

**That** staff be directed to notify area stakeholders of the City's intent to remove existing on-street parking meters in Bobcaygeon effective May of 2021;

**That** staff report back to Council at the May 4, 2021 Committee of the Whole meeting, including a summary of any stakeholder feedback, regarding meter removals; and

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

**Carried**

7.4 CORP2021-003

**2020 Q4 Capital Close**

Nicole Esper, Junior Accountant

**CW2021-061**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Yeo

**That** Report CORP2021-003, **2020 Q4 Capital Close**, be received;

**That** the capital projects identified in Attachment A to Report CORP2021-003 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;

<b>Reserve</b>	<b>Report Closing Balance</b>
Capital Contingency Reserve	\$ 706,877.39
Police Reserves	\$ 34,738.15
Sewer Infrastructure Reserve	\$ 1,466.27

**That** the following projects be granted an extension to June 30, 2021:

- 932172201 - \*\*\*M/Y Coboconk Fire Hall Upgrades
- 928171901 - \*\*\*M/y Parks & Recreation Software

- 998161101 - Peel St WWW Design
- 950180500 - 2018 Recreation Facilities
- 950190400 - 2019 P&R Equipment
- 983190500 - 2019 Rural Resurfacing
- 983191301 - 2019 Municipal Drains

**That** the following projects be granted an extension to December 31, 2021:

- 953170501 - \*\*\*M/Y Development 68 Lindsay St N
- 950151801 - \*\*\*M/Y Logie Park
- 928190104 - \*\*\*M/Y Disaster Recovery 2019-20
- 932190104 - \*\*\*M/Y Mariposa Fire Station
- 997130801 - 2013 Eldon Landfill
- 983160600 - 2016 Urban/Rural Reconstruction
- 998160501 - Pinewood Production Well
- 983170800 - 2017 Road Restoration WWW Projects
- 950180100 - 2018 Parkland Site works
- 998190400 - 2019 WWW Study & Special Projects
- 983200300 - 2020 Urban/Rural Reconstruction
- 983181200 - 2018 Parking
- 928190100 - 2019 IT Systems
- 932190100 - 2019 Fire Facilities
- 932190300 - 2019 Fire Equipment
- 938190300 - 2019 Paramedic Equipment
- 983191101 - 2019 Traffic Systems
- 932200100 - 2020 Fire Facilities
- 950200100 - 2020 Parkland Site works

- 950200300 - 2020 Recreation Facilities
- 950200500 - 2020 Cemeteries
- 998151701 - Colborne St SPS
- 997166101 - 2016 Pump Chamber Construction
- 998160201 - Water Operations Monitoring System
- 998161501 - WW Operating Monitoring System
- 983170100 - 2017 Bridges
- 983170300 - 2017 Urban/Rural Reconstruction
- 997170200 - 2017 Lindsay Landfill
- 998170100 - 2017 Watermain Replacement
- 998170500 - 2017 Wastewater Treatment
- 932180100 - 2018 Fire Facilities
- 950180200 - 2018 Parkland Facilities
- 983180100 - 2018 Bridges
- 983180300 - 2018 Urban/Rural Reconstruction
- 983181101 - 2018 Traffic Systems
- 998180300 - 2018 Water Distribution & WW Collection
- 998180400 - 2018 Water Treatment Program
- 998180500 - 2018 Wastewater Treatment
- 950190100 - 2019 Parkland Site works
- 950190300 - 2019 Recreation Facilities
- 950190500 - 2019 Cemeteries
- 983190100 - 2019 Bridges
- 983190300 - 2019 Urban/Rural Reconstruction
- 983190700 - 2019 Road Lifecycle Extension

- 997190100 - 2019 Landfill Site works
- 998190100 - 2019 Water Treatment Program
- 998190200 - 2019 Wastewater Treatment
- 998190300 - 2019 Water Distribution & WW Collection
- 932200300 - 2020 Fire Equipment
- 950200200 - 2020 Parkland Facilities
- 991200100 - 2020 PW Facilities
- 983200100 - 2020 Bridges
- 983200700 - 2020 Lifecycle Extension
- 921202701 - Locate Software
- 921204101 - Airport Capital Plan
- 921204201 - Bridge Structures Study

**That** the following projects be granted an extension to June 30, 2022:

- 921204101 - Airport Capital Plan
- 921204201 - Bridge Structures Study
- 921203601 - Commercial Lands Supply and Policy Review
- 921203701 - 2020 International Plowing Match
- 921203801 - Cultural Centre Feasibility Study
- 921204001 - Asset Management Plan

**That** the following projects be granted an extension to December 31, 2022:

- 950190103 - \*\*\*M/Y Bobcaygeon Beach Park
- 953190100 - 2019 B&P Facilities
- 921203501 - Secondary Plans and Aggregate Policy Study

**That** the following projects be granted an extension to June 30, 2023:

- 921203201 - Growth Management Strategy

- 921204301 - City Wide Speed Reduction

**That** the following project be granted an extension to December 31, 2023:

- 921203501 - Secondary Plans and Aggregate Policy Study

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

**Carried**

7.5 ED2021-010

**Kawartha Lakes Municipal Heritage Committee Terms of Reference**

Emily Turner, Economic Development Officer - Heritage Planning

**CW2021-062**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Richardson

**That** Report ED2021-010, **Municipal Heritage Committee Terms of Reference**, be received;

**That** the proposed changes to the Kawartha Lakes Municipal Heritage Committee Terms of Reference, as outlined in Appendix A, be adopted; and

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

**Carried**

7.6 WWW2021-001

**2020 Annual Waterworks Summary Report**

**Note: Attachments A through U to Report WWW2021-001 are available for review on the City's website at:**

**<http://calendar.kawarthalakes.ca/meetings/Detail/2021-03-09-1300-Committee-of-the-Whole>**

Julie Henry, Quality Management and Policy Coordinator

**CW2021-063**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Richardson

**That** Report WWW2021-001, **2020 Annual Waterworks Summary Report**, be received in accordance with reporting requirements of Ontario regulation 170/03 Schedule 22 and Section 11 under the Safe Drinking Water Act, 2002, for the

following municipal, residential drinking water systems (DWS) owned by the City of Kawartha Lakes:

- Birch Point Estates Drinking Water System
- Bobcaygeon Drinking Water System
- Canadiana Shores Drinking Water System
- Fenelon Falls Drinking Water System
- Janetville Drinking Water System
- King's Bay Drinking Water System
- Kinmount Drinking Water System
- Lindsay Drinking Water System
- Manilla Drinking Water System (Woods of Manilla)
- Manorview Drinking Water System
- Mariposa Estates Drinking Water System
- Norland Drinking Water System
- Omemee Drinking Water System
- Pinewood Drinking Water System
- Pleasant Point Drinking Water System
- Sonya Drinking Water System
- Southview Estates Drinking Water System
- Victoria Place Drinking Water System
- Western Trent / Palmina Drinking Water System
- Woodfield Drinking Water System
- Woodville Drinking Water System; and

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

**Carried**

7.7 CLK2021-004

**Kawartha Lakes Accessibility Advisory Committee (AAC) Annual Activities Report and Proposed 2021 Work Plan**

Barb Condie, Accessibility Officer

Council Representative - Councillor Elmslie

**CW2021-064**

**Moved By** Councillor Elmslie

**Seconded By** Deputy Mayor O'Reilly

**That** Report CLK2021-004, **Kawartha Lakes AAC 2020 Annual Activities Report and Proposed 2021 Work Plan**, be received;

**That** the Kawartha Lakes AAC 2021 Work Plan be approved; and

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

**Carried**

7.8 PLAN2021-009

**Kawartha Lakes Environmental Advisory Committee (CKLEAC) 2021 Work Plan**

Richard Holy, Manager of Planning

Council Representative - Councillor Richardson

**CW2021-065**

**Moved By** Councillor Richardson

**Seconded By** Councillor Veale

**That** Report PLAN2021-009, **Environmental Advisory Committee (CKLEAC) 2021 Work Plan**, be received;

**That** the 2021 proposed Environmental Advisory Committee Work Plan as outlined in Appendix B to Report PLAN2021-009 be approved; and

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

**Carried**



7.9 ED2021-004

**Municipal Heritage Committee 2020 Work Summary and 2021 Work Plan**

Emily Turner, Economic Development Officer - Heritage Planning

Council Representative - Councillor Ashmore

**CW2021-066**

**Moved By** Councillor Ashmore

**Seconded By** Deputy Mayor O'Reilly

**That** Report ED2021-004, **Municipal Heritage Committee 2020 Work Summary and 2021 Work Plan**, be received;

**That** the 2021 Municipal Heritage Committee Work Plan as outlined in Appendix B be approved; and

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

**Carried**

7.10 ED2021-013

**Agricultural Development Advisory Committee 2021 Work Plan**

Kelly Maloney, Economic Development Officer - Agriculture

Council Representative - Councillor Veale

**CW2021-067**

**Moved By** Councillor Veale

**Seconded By** Councillor Richardson

**That** Report ED2021-013, **Agricultural Development Advisory Committee 2021 Work Plan**, be received;

**That** the Agricultural Development Advisory Committee 2021 Work Plan as outlined in Appendix B to Report ED2021-013 be approved; and

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

**Carried**

7.11 ED2021-014

**Downtown Revitalization Advisory Committee Annual Report and 2021 Work Plan**

Carlie Arbour, Economic Development Officer - Community  
Council Representative - Mayor Letham

**CW2021-068**

**Moved By** Councillor Yeo

**Seconded By** Deputy Mayor O'Reilly

**That** Report ED2021-014, **Downtown Revitalization Committee Annual Report and 2021 Work Plan**, be received;

**That** the 2021 Downtown Revitalization Committee Work Plan as outlined within this report be approved; and

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

**Carried**

7.12 CS2021-002

**Fenelon Falls Museum Board Annual Report and 2021 Work Plan**

LeAnn Donnelly, Executive Assistant, Community Services  
Council Representative - Councillor Elmslie

**CW2021-069**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Yeo

**That** Report CS2021-002, **Fenelon Falls Museum Board Annual Report and 2021 Work Plan**, be received;

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

**Carried**

7.13 CEM2021-001

**Kawartha Lakes Cemetery Board Annual Report and 2021 Work Plan**

Patricia Wykes, Cemetery Administrator

Council Representative - Councillor Yeo

**CW2021-070**

**Moved By** Councillor Yeo

**Seconded By** Councillor Veale

**That** Report CEM2021-001, **Kawartha Lakes Cemetery Board Annual Report and 2021 Work Plan**, be received; and

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

**Carried**

7.14 PRC2021-001

**Kawartha Lakes Parks Advisory Committee Annual Report and 2021 Work Plan**

LeAnn Donnelly, Executive Assistant, Community Services

Council Representatives - Mayor Letham, Councillor Seymour-Fagan and

Councillor Richardson

**CW2021-071**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Richardson

**That** Report PRC 2021-001, **Parks Advisory Committee Annual Report and 2021 Work Plan**, be received; and

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

**Carried**

7.15 ENG2021-007

**Kawartha Lakes Airport Advisory Committee Annual Report and 2021 Work Plan**

Lisa Peimann, Executive Assistant, Engineering and Corporate Assets  
Council Representative - Councillor Dunn

**CW2021-072**

**Moved By** Councillor Dunn

**Seconded By** Councillor Elmslie

**That** Report ENG2021-007, **Kawartha Lakes Airport Advisory Committee Annual Report and 2021 Work Plan**, be received; and

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

**Carried**

7.16 WM2021-003

**Lindsay-Ops Landfill Public Review Committee 2020 Work Summary and 2021 Work Plan**

Kerri Snoddy, Regulatory Compliance Officer  
Council Representative - Councillor Dunn

**CW2021-073**

**Moved By** Councillor Dunn

**Seconded By** Deputy Mayor O'Reilly

**That** Report WM2021-003, **Lindsay Ops Landfill Public Review Committee 2020 Work Summary and 2021 Work Plan**, be received;

**That** the 2021 Lindsay Ops Public Review Committee Work Plan attached to this report as Appendix A be approved by Council; and

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

**Carried**

7.17 WM2021-004

**Kawartha Lakes Waste Management Advisory Committee 2020 Work Summary and 2021 Work Plan**

Kerri Snoddy, Regulatory Compliance Officer

Council Representatives - Councillor Ashmore, Councillor Veale and Councillor Yeo

**CW2021-074**

**Moved By** Councillor Veale

**Seconded By** Councillor Ashmore

**That** Report WM 2021-004, **Waste Management Advisory Committee 2020 Work Summary and 2021 Work Plan**, be received;

**That** the 2021 Waste Management Advisory Committee Work Plan attached to this report as Appendix A be approved by Council; and

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

**Carried**

7.18 WM2021-006

**Fenelon Landfill Public Review Committee 2020 Work Summary and 2021 Work Plan**

Kerri Snoddy, Regulatory Compliance Officer

Council Representative - Councillor Elmslie

**CW2021-075**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Yeo

**That** Report WM2021-006, **Fenelon Landfill Public Review Committee 2020 Work Summary and 2021 Work Plan**, be received;

**That** the 2021 Fenelon Landfill Public Review Committee Work Plan, as outlined in Appendix "A" to Report WM2021-006, be approved; and

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

**Carried**

**8. Memorandums**

8.1 COW2021-03.8.1

**Memorandum Regarding Light Installation at Porter Road and Highway 7A**

Councillor Richardson

**CW2021-076**

**Moved By** Councillor Richardson

**Seconded By** Councillor Yeo

**That** the Memorandum from Councillor Richardson, **Regarding Light Installation at Porter Road and Highway 7A**, be received;

**That** Council approves the request for a streetlight at Porter Road and Highway 7A and that staff work with the Ministry of Transportation regarding the installation; and

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

**Carried**

8.2 COW2021-03.8.2

**Memorandum Regarding Janetville Subdivision Lifecycle Extension Program**

Councillor Richardson

**CW2021-077**

**Moved By** Councillor Richardson

**Seconded By** Councillor Elmslie

**That** the Memorandum from Councillor Richardson, **regarding Janetville Subdivision Lifecycle Extension Program**, be received;

**That** Manvers Drive, Neals Drive, Janet Drive, William Ave and Arbour Court be reviewed and considered for a future Lifecycle Extension Program; and

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

**Carried**

8.3 COW2021-03.8.3

**Memorandum Regarding Speed Reduction on Cedar Glen Road**

Councillor Ashmore

**CW2021-078**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Yeo

**That** the Memorandum from Councillor Ashmore, **regarding the Speed Reduction of Cedar Glen Road**, be received;

**That** staff investigate a section of Cedar Glen Road, being from Highway 36 to Log House Road, for consideration of a speed reduction to 60 km /hr.;

**That** staff report back to Council by end of Q3 2021; and

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

**Carried**

8.4 COW2021-03.8.4

**Memorandum Regarding Speed Reduction on Tracey's Hill Road**

Councillor Ashmore

**CW2021-079**

**Moved By** Councillor Ashmore

**Seconded By** Deputy Mayor O'Reilly

**That** the Memorandum from Councillor Ashmore, **Regarding the Speed Reduction on Tracey's Hill Road**, be received;

**That** Staff investigate a section of Tracey's Hill Road, being from Centreline Road to Sturgeon Road, for a speed reduction to 60 km /hr.;

**That** Staff report back to Council by end of Q3 2021; and

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

**Carried**

8.5 COW2021-03.8.5

**Memorandum Regarding Pigeon Lake Management Plan Support**

Councillor Ashmore

Councillor Richardson

**CW2021-080**

**Moved By** Councillor Ashmore

**Seconded By** Councillor Richardson

**That** the Memorandum from Councillor Ashmore and Councillor Richardson,  
**Regarding Pigeon Lake Management Plan Support**, be received;

**That** Council give support for a multilateral agreement between all parties; and

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

**Carried**

9. **Closed Session**

10. **Matters from Closed Session**

11. **Adjournment**

**CW2021-081**

**Moved By** Councillor Yeo

**Seconded By** Councillor Seymour-Fagan

**That** the Committee of the Whole Meeting adjourn at 6:32 p.m.

**Carried**

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk



## Joel Watts

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**To:** Carl Brand  
**Subject:** RE: File:D06--2021-002 ( Radford-Park and Park appliation for Zoning By-Law Amendment))

**From:** Carl Brand  
**Sent:** Tuesday, March 9, 2021 2:06 PM  
**To:** Agenda Items <AgendaItems@kawarthalakes.ca>  
**Cc:** David Harding <dharding@kawarthalakes.ca>; Stephanie Briley-Brand <stephaniebrileybrand@gmail.com>  
**Subject:** File:D06--2021-002 ( Radford-Park and Park appliation for Zoning By-Law Amendment))

Stephanie Briley-Brand is the owner of Lot 31, Shadow Lake Road 16 and objects to the amendment changing the use and designation of the "Shoreline Access Parcel" lot to be created by severance (LSR-17) to Limited Service Residential.

### Background

Parcel LSR-17 is a 25" strip of land in a wood lot separating our lands from our neighbours to the north (no 29). It is part of a larger wooded area between the properties. At the shoreline, there is a granite ridge approximately 6 feet high which drops precipitously to Silver Lake. The parcel has numerous rock outcroppings and is heavily treed. The original cabin ( 1920's or 30's) and shed on our property are situated adjacent to the southerly lot line of the subject strip of land.

### Proposed change of use designation

The application to amend the zoning to LSR is to allow for construction of accessory buildings for the benefit of the lands referred to as RG-8, the approximately 5 hectare parcel fronting on Baseline Road, that is separated from LSR-17 by Shadow Lake Road 16. The proposed amendment will allow for the construction of 1 or 2 accessory buildings on LSR-17 totalling 410 square feet. Given the narrow lot size, the lot would have to be deforested and rock outcroppings levelled, in essence constructing a roadway to the ridge running along the shoreline. To access the lake from the ridge, the owner would have to construct a cantilvered stairway to get to the lake. We do not know what they propose to construct if it is intended to be used for a boat launch.

### Reasons for objection

The applications are intended to increase the value of the RG-8 lot at the expense of the adjoining lots 31 and 29. The owner of RG-8 can still enjoy access to the lake without changing the current zoning, which in our opinion is bad planning and sets a bad precedent.

Respectfully submitted,

Stephanie Briley-Brand and Carl Brand (no. 31)

**Joel Watts**

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**To:** Clerks  
**Subject:** RE: Planning Meeting, Wed Mar 10, 2021

**From:** Stephanie Briley  
**Sent:** Tuesday, March 9, 2021 2:38 PM  
**To:** Clerks <[clerks@kawarthalakes.ca](mailto:clerks@kawarthalakes.ca)>  
**Subject:** Planning Meeting, Wed Mar 10, 2021

Hello,

I would like to join the meeting and speak about this amendment and how it affects the environment and land directly adjacent to my 100 year old cottage.

I have no prepared presentation but would like to express my concerns.

This area has a steep cliff to the water and is solid granite with a forest. My cottage is right on the property line. It seems a very bad precedent to allow buildings on a small strip of land 25' wide right beside a long-standing cottage and will destroy the nature of the property and the waterfront habitat. Will other cottagers be able to buy and build on 25 foot wide properties that are a very high percentage of the square footage?

This whole procedure is very unclear and confusing to me as to what is going to happen and the negative impact that will occur?

What is the advantage of changing the by-law to accommodate this personal request, especially when the owner already has his own cottage and waterfront access?

Is it solely to make money and sell this property at the expense of the other cottagers?

Are they trying to fit in a dock, boathouse, etc. on a 25" wide lot? How can this be a good plan?

Thank you,

Sincerely,

Stephanie Briley

Re item: Daphne Radford park and Geoff Park  
File # D06-2021-002

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

## **Minutes**

### **Planning Advisory Committee Meeting**

**PC2021-03**  
**Wednesday, March 10, 2021**  
**9:00 A.M.**  
**Council Chambers**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**  
**Mayor Andy Letham**  
**Deputy Mayor Patrick O'Reilly**  
**Councillor Kathleen Seymour-Fagan**  
**Councillor Andrew Veale**  
**Mike Barkwell**  
**Jason Willock**  
**Alternate: Councillor Doug Elmslie**

**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](mailto:agendaitems@kawarthalakes.ca) if you have an accessible accommodation request.**

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

Chairperson Councillor A. Veale called the meeting to order at 9:02 a.m. Mayor A. Letham, Deputy Mayor P. O'Reilly, Councillor and Alternate Member D.Elmslie, and Committee Members M. Barkwell and J. Willock were in attendance.

Deputy Clerk and Recording Secretary J. Watts, Director of Development Services C. Marshall, Supervisor of Development Engineering C. Sisson, and Planner II's J. Derworiz, D. Harding, and M. LaHay were also in attendance.

Absent: Councillor K. Seymour-Fagan

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

**PAC2021-012**

**Moved By** Mayor Letham

**Seconded By** Councillor Elmslie

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

**Carried**

**2. Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**3. Public Meeting Reports**

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 PLAN2021-008**

**Zoning By-law Amendments for Cannabis Cultivation and Processing**

Jonathan Derworiz, Planner II

**3.1.1 Public Meeting**

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

Mr. Derworiz confirmed that the required notice was given in accordance with the Planning Act, and published in two local newspapers, and on the City's website.

He summarized the report stating that the proposed Zoning By-law Amendment is comprised of new definitions, amendments to existing definitions, and new general provisions and zone requirements. Staff is proposing to incorporate these amendments into all of the City's 18 Zoning By-laws. The proposed amendments are generally in alignment with the Provincial Policy Statement, the Growth Plan for the Greater Golden Horseshoe and the City of Kawartha Lakes Official Plan. Mr. Derworiz 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 Michelle Clarke, and Dan Vanderzwet both expressing concerns with setback language in the amendments. Staff are recommending that the application be referred back to staff for further review and consideration until comments from the public meeting and agencies have been reviewed. He responded to questions from Committee members.

The Chair inquired if anyone wished to speak to the zoning by-law amendments.

Dan Vanderzwet, spoke as a business owner and farmer in Kawartha Lakes. He referred to his correspondence that he submitted to the committee, and noted concerns with setbacks either being from property line to property line or building to building. He noted that some sensitive land uses may occur elsewhere on a property, much closer than the location of the building, such as the example of a school yard where children play. He responded to questions from the committee members.

No other persons spoke at the Public Meeting.

The Public Meeting concluded at 9:41am.

### 3.1.2 Business Arising from the Public Meeting

#### **PAC2021-013**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** M. Barkwell

**That** Report PLAN2021-008, **Zoning By-law Amendment for Cannabis Cultivation and Processing**, be received for information; and

**That** Report PLAN2021-008, Zoning By-law Amendment for Cannabis Cultivation and Processing, be referred back to staff to address issues raised through the public consultation process for further review until such time that all comments have been addressed.

**Carried**

3.2 PLAN2021-011

**Application to Amend the Somerville Zoning By-law 78-45 at 41 Shadow Lake Road 16 – Park and Radford-Park**

David Harding, Planner II

3.2.1 Public Meeting

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 500 metres, and that a sign was posted on the subject property. He summarized the application, explaining that on July 11, 2019 the Committee of Adjustment granted provisional consent to applications D03-2018-012, D03-2018-013, and D03-2018-014. Due to the pandemic, the applications lapsed. On January 15, 2021, the Director of Development Services granted provisional consent for the applications. As a condition of provisional consent, the subject lands are to be rezoned to establish the proposed uses for each parcel, unify and standardize applicable zone provisions and apply any applicable development standards. The application is consistent with the Provincial Policy Statement, conforms to the Growth Plan for the Greater Golden Horseshoe and the City of Kawartha Lakes Official Plan. 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 Carl Brand and Stephanie Briley both expressing concerns with the types of potential development on the severed Shoreline Access Strip, and rear back lot. Staff are recommending that the application be forwarded to Council for approval. He responded to questions from Committee members.

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

Doug Carroll requested to wait to hear the comments from the members of the public, before responding. The Chair consented.

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

Stephanie Briley-Brand and Carl Brand of Lot 31 Shadow Lake Road 16 expressed concerns with the potential development on the shoreline access strip near their property stating that the strip is too narrow, forested, and the gradient too steep for development of a dock and/or accessory structures. They also posed questions regarding the potential uses of the proposed back lot.

The Chair permitted Mr. Carroll to speak as the applicant. He provided history to the application and the recommendations made at the Committee of Adjustment. Mr. Carroll also noted that the waterfront access strip would not permit the construction of a dwelling, only a dock, and an accessory structure.

Geoff Park, owner of the property, thanked the committee and staff for their assistance with the application.

No other persons spoke to the application.

The Public Meeting concluded at 10:01am.

### 3.2.2 Business Arising from the Public Meeting

#### **PAC2021-014**

**Moved By** Mayor Letham

**Seconded By** Councillor Elmslie

**That** Report PLAN2021-011, **Amend the Somerville Zoning By-law 78-45 at 41 Shadow Lake Road 16 – Park and Radford-Park**, be received;

**That** a Zoning By-law Amendment respecting application D06-2021-002, substantially in the form attached as Appendix D to Report PLAN2021-011, 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.

**Carried**

## **4. Deputations**

Member J. Willock left the Council Chambers at 10:02am and returned at 10:04am.

### 4.1 PC2021-03.4.1

#### **Emma Drake, D.M. Wills**

Relating to Report PLAN2021-012, Item 6.2 on the Agenda

Emma Drake of DM Wills Associates, spoke as applicant on behalf of Mark Connor, for Item 6.2 (Report PLAN2021-012). She stated that this application was presented to the committee in November, to rezone the property to permit the continued and expanded uses with site specific development standards. She stated that the application proposes reduced setbacks, reduced parking space requirements, and modified loading space and landscape requirements. She made herself available for any questions from the members of the committee.

4.2 PC2021-03.4.2

**Amanda Dougherty, D.M. Wills**

Relating to Report PLAN2021-010, Item 6.1 on the Agenda

Amanda Dougherty of DM Wills and Associates spoke as the applicant on behalf Bedard Sand and Gravel. She noted that they are looking to submit their Aggregate Resource Act licence application associated with this zoning by-law amendment as soon as possible. She supported the recommendation, however requested one slight change to the proposed Zoning By-law amendment noting that due to the proximity of another pit on another lot, a reduced setback on the western lot line be reduced to 0m, instead of the listed 15m. She responded to members of the committee.

**PAC2021-015**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Councillor Elmslie

**That** the deputations of Emma Drake (Item 4.1), and Amanda Dougherty (Item 4.2), regarding matters on this agenda, be received.

**Carried**

**5. Correspondence**

**6. Regular and Returned Reports**

6.1 PLAN2021-010

**Application to Amend the Mariposa Zoning By-law 94-07 at 1095 White Rock Road – Bedard Sand and Gravel Limited**

Mark LaHay, Planner II

Mr. LaHay confirmed that a Public Meeting on this matter was held on August 12, 2020 in accordance with the Planning Act. He summarized the application, explaining that it is seeking a site specific zoning amendment to permit a proposed quarry operation for the extraction of limestone, which would occur in two phases along with a recyclables storage area as illustrated on the Quarry Operational Site Plan in the Report. The current use on the proposed site is a sand and gravel pit operation, which may occur simultaneously with the proposed quarry operation. The application is consistent with the Provincial Policy Statement, conforms to the Growth Plan for the Greater Golden Horseshoe and the Kawartha Lakes Official Plan. Mr. LaHay summarized the comments received to date, as detailed in his report, noting that no additional comments were received subsequent to the writing of the report. Upon further review and



discussion with the applicant, staff recommended that the proposed zoning by-law amendment also include recognition of the existing pit excavation setback of 0 metres abutting another existing pit operator and to also recognize an excavation setback of 5 metres for the proposed quarry along the west lot line. With this minor change, Staff are recommending that the application be referred to Council for approval. He responded to questions from Committee members.

**PAC2021-016**

**Moved By** Mayor Letham

**Seconded By** J. Willock

**That** Report PLAN2021-010, **respecting Part Lot 10, Concession 12, Geographic Township of Mariposa, Bedard Sand and Gravel Limited – Application D06-2020-004**, be received;

**That** a Zoning By-law, respecting application D06-2020-004, substantially in the form attached as Appendix C, as amended, to Report PLAN2021-010 be approved for adoption by Council;

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

**That** in accordance with Section 34(17) of the Planning Act, Council having considered the change to the proposed Zoning By-law Amendment, deems no further public notice to be necessary.

**Carried**

6.2 PLAN2021-012

**Application to Amend the Manvers Zoning By-law 87-06 at 174 Highway 7A - Connor**

David Harding, Planner II

Mr. Harding confirmed that a Public Meeting on this matter was held on November 4, 2020 in accordance with the Planning Act. He summarized the application, explaining that it proposes to recognize the uses and to facilitate the expansion of the businesses on the property. As a result of this expansion, new development standards are being sought. The development standards will also allow for the placement of a third business (photography studio) within the expanded building. A photography studio is a permitted use upon the property. The application is consistent with the Provincial Policy Statement, conforms to the Growth Plan for the Greater Golden Horseshoe and the City of Kawartha

Lakes Official Plan. Mr. Harding summarized the comments received to date, as detailed in his report, noting that subsequent to the writing of this report no additional comments were received. Staff are recommending that the application be referred to Council for approval. He responded to questions from Committee members.

**PAC2021-017**

**Moved By** Councillor Elmslie

**Seconded By** J. Willock

**That** Report PLAN2021-012, **Amend the Manvers Zoning By-law 87-06 at 174 Highway 7A - Connor**, be received;

**That** a Zoning By-law Amendment respecting application D06-2020-009, substantially in the form attached as Appendix D to Report PLAN2021-012, 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.

**Carried**

**7. Adjournment**

**PAC2021-018**

**Moved By** Deputy Mayor O'Reilly

**Seconded By** Mayor Letham

**That** the Planning Advisory Committee Meeting adjourn at 10:24 a.m.

**Carried**

**The Corporation of the City of Kawartha Lakes**  
**Minutes**  
**Planning Advisory Committee Meeting**

**PC2021-04**  
**Wednesday, March 10, 2021**  
**1:00 P.M.**  
**Council Chambers**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**Members:**  
**Mayor Andy Letham**  
**Deputy Mayor Patrick O'Reilly**  
**Councillor Kathleen Seymour-Fagan**  
**Councillor Andrew Veale**  
**Mike Barkwell**  
**Jason Willock**  
**Alternate: Councillor Doug Elmslie**

**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](mailto:agendaitems@kawarthalakes.ca) if you have an accessible accommodation request.**

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

Chairperson Councillor A. Veale called the meeting to order at 1:01 p.m. Mayor A. Letham, Deputy Mayor P. O'Reilly, Councillor and Alternate Member D. Elmslie, and Committee Members M. Barkwell and J. Willock were in attendance.

Deputy Clerk and Recording Secretary J. Watts, Director of Development Services C. Marshall, Policy Planning Supervisor L. Barrie, and City Solicitor R. Carlson were also in attendance.

Absent: Councillor K. Seymour-Fagan

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

**PAC2021-019**

**Moved By** Councillor Elmslie

**Seconded By** Mayor Letham

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

**Carried**

**2. Declarations of Pecuniary Interest**

There were no declarations of pecuniary interest disclosed.

**3. Special Public Meeting Report**

The Chair stated that a non-statutory public meeting is being held prior to the City of Kawartha Lakes Council to hear public feedback on the following planning matters before the Local Planning Appeals Tribunal.

**3.1 PLAN2021-007**

**Official Plan (2012) and General Amendment 13 Appeals – Urban Settlement Boundaries**

Leah Barrie, Policy Planning Supervisor

**3.1.1 Public Meeting**

Ms. Barrie provided a summary of the subject matter overview of her presentation which included:

- Purpose of this meeting
- Background of the LPAT Order, and the related appeals before the Tribunal

- A timeline of key events
- Summary of appealed 2012 Official Plan schedules and mapping associated with this matter
- An overview and examples of proposed modifications to the urban boundaries
- An overview and examples of the 'Candidate Sites'
- Summary of the public notice and consultation including the
  - Number of letters of objection and support
  - Number of Jump In webpage visits and downloads, and completed surveys
- Next steps beyond today's meeting

A copy of her presentation has been attached to the minutes. She responded to questions from the Committee members.

The Chair asked if any members of the Public would like to speak to the matter.

Bruce and Donna MacAlpine referred the committee to their correspondence previously. They thanked Ms. Barrie for presenting an overview of the situation in a succinct manner.

Frances Ferguson stated that she made her position known in the correspondence she submitted to the committee, and made herself available for any questions.

James Webster made a joint statement with his planning consultants David Johnson and Doug Carroll. Mr. Johnson stated that the LPAT panel is very interested in Council's position on the matters that are being reviewed today. They stated that Council has been afforded this opportunity to reconsider its decision, and make a written recommendation to the Tribunal, subject to any timelines. Mr. Carroll spoke in regards to the lands owned by Black Bear Estates Inc. in Fenelon Falls. He provided a summary of both their correspondence, and noted their proposed resolution within their letters that could be adopted by Council.

Tom and Marilyn Bent noted that they submitted correspondence regarding their piece of land just north of Omemee. They opposed the removal of their land from the urban boundaries as it will impact the value of their property.

No other persons spoke to the matter.

3.1.2 Business Arising from the Public Meeting

**PAC2021-020**

**Moved By** Councillor Elmslie

**Seconded By** M. Barkwell

**That** the correspondence from the following parties, regarding Report PLAN2021-007, Urban Settlement Boundaries, be received:

- Ryan McQuaid
- Tom and Marilyn Bent
- Bruce and Donna MacAlpine
- Frances Ferguson
- Brent and Sharon Drew on behalf of Delmar and Margaret Drew
- Dale Woodcock
- James Webster (2)
- Tom Halinski of Aird Berlis (2)
- Alan Webster (2)
- Nicholas Macos of Black Sutherland LLP (2)

**Carried**

**PAC2021-021**

**Moved By** Mayor Letham

**Seconded By** Deputy Mayor O'Reilly

**That** Report PLAN2021-007, **Official Plan (2012) and General Amendment 13 Appeals – Urban Settlement Boundaries**, be received for information.

**Carried**

4. **Deputations**
5. **Correspondence**
6. **Regular and Returned Reports**
7. **Adjournment**

**PAC2021-022**

**Moved By** Mayor Letham

**Seconded By** J. Willock

**That** the Planning Advisory Committee Meeting adjourn at 2:04 p.m.

**Carried**

## Council Report

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<b>Report Number:</b>	<b>LGL2021-003</b>
<b>Meeting Date:</b>	March 23, 2021
<b>Title:</b>	<b>Regulation of Nuisance associated with Cannabis Cultivation and Processing Operations within the City of Kawartha Lakes</b>
<b>Description:</b>	Proposed amendments to the Property Standards By-law to address odour and light pollution associated with Cannabis Cultivation and Processing Operations.
<b>Author and Title:</b>	Robyn Carlson, City Solicitor

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### Recommendation:

**That** Report RS2021-003 Regulation of Nuisance associated with Cannabis Cultivation and Processing Operations within the City of Kawartha Lakes, be received; and

**That** an amendment to the property standards by-law, as outlined in Appendix A to Report LGL2021-003, be brought forward to Council for adoption.

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

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

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



## **Background:**

On November 17, 2020, Council passed the following resolution:

### **CW2020-179**

**That** Report RS2020-011, Regulation of Nuisance associated with Cannabis Cultivation and Processing Operations within the City of Kawartha Lakes, be received;

**That** a by-law to amend the Property Standards By-law in the form attached as Appendix "A" be placed before the Agricultural Development Advisory Committee for review and comment;

**That** an amendment to the Fees and Charges By-law substantially in the form attached as Appendix "B" be forwarded to Council for adoption; and

**That** a further report come forward from Development Services, by the end of Q1, 2021, to discuss potential by-law amendments to the various Zoning By-laws in force and effect throughout the municipality, following statutory public consultation.

**Carried**

The purpose of this report is to report on the advice from the Agricultural Advisory Committee with respect to the proposed amendments to the Property Standards By-law, and to recommend that the by-law amendments, as further amended to satisfy the concerns of the Agricultural Advisory Committee, be passed by Council.

## **Rationale:**

At the November 26, 2020 meeting of the Agriculture Development Advisory Committee, the members reviewed the council direction regarding Report LGL2020-011, Regulation of Nuisance associated with Cannabis Cultivation and Processing Operations within the City of Kawartha Lakes, and Appendix A of that report (proposed amendments to the Property Standards By-law) was to be placed before the Agricultural Development Advisory Committee for review and comment.

The Committee had a fulsome discussion of the issues, which included the following:

- Health Canada-licenced production of pharmaceutical or recreational cannabis is an agricultural activity and is appropriate on lands zoned and designated for agricultural production.

- This type of production should be differentiated from the legal growing for personal medical or recreational use, as well as illegal, unlicensed production.
- The production identified in the first bullet point may be considered an agricultural operation if it is commercial in nature (“for gain”).
- The production identified in the second point is either not legal, or not for gain, and cannot be considered an agricultural operation.
- Agricultural operations are protected from complaints relating to noise, light, odour and dust, as well as regulations by municipalities in relation to normal farm practices, by the *Farming and Food Production Protection Act*.
- The *Farming and Food Production Protection Act* protects normal farm practices on agriculturally-zoned lands. This protects all types of agriculture, including legal, commercial cannabis production.
- As proposed, the by-law amendments may impact all types of agricultural production, including legal commercial cannabis production.
- The legal, licenced, commercial production of cannabis, and other agricultural operations should be exempt from the proposed provisions within the property standards by-law.
- Definitions for “agricultural operation”, “agricultural lands” and “normal farm practice” are needed, as used in other CKL by-laws (see Site Alteration By-law as an example)

The Committee passed the following motion with respect to this matter:

MOTION: Moved by Adam Shea and seconded by Michelle Murphy-Ward,

**That** ADAC recommends that an exemption for normal farm practices be added to the proposed changes to the property standards by-law. **Carried Unanimously.**

As a result of that feedback, Staff have incorporated recommended amendments into the proposed amendments to the Property Standards By-law. These additional amendments are shown in track changes at Appendix A. Staff are recommending that the amendments to the Property Standards By-law, as set out as Appendix A, be passed by Council.

### **Other Alternatives Considered:**

None.

## **Alignment to Strategic Priorities**

This report and recommended resolutions aligns with the guiding principle of service excellence. Moreover, this report and recommendations support the strategic priority of good government.

## **Financial/Operation Impacts:**

Additional operation impacts will be felt by the Municipal Law Enforcement Office, as the enforcement of these added Property Standards provisions will fall to them. No additional staff is being proposed for that Office, so will result in additional workload for existing staff. Staff in that department are currently at/over capacity, so this is intended to increase wait times for responses. That department currently has a wait time of 2 months for some investigative issues and response.

## **Consultations:**

Agricultural Advisory Committee  
Manager of Municipal Law Enforcement

## **Attachments:**

Appendix A – Proposed Amendments to the Property Standards By-law to Address Nuisance Associated with Cannabis Growth and Processing Operations



LGL2021-003  
Appendix A.docx

**Department Head email:** rcarlson@kawarthalakes.ca

**Department Head:** Robyn Carlson, City Solicitor

# The Corporation of the City of Kawartha Lakes

## By-Law 2021-xxx

### A By-Law To Amend By-Law 2016-112 Being a By-Law to Regulate and Govern The Standards For Maintaining And Occupying Property Within Kawartha Lakes.

#### Recitals

1. The federal Cannabis Act authorizes residents and commercial business to grow cannabis as regulated, on certain properties in the City of Kawartha Lakes.
2. The City of Kawartha Lakes' Municipal Law Enforcement Division and other enforcement agencies have seen an increase in farm and residential properties being used to grow Cannabis.
3. The *Farming and Food Production Protection Act, 1998* provides that no municipal by-law applies to restrict a normal farm practice carried on as part of an agricultural operation.
- 3.4. Council considers it advisable to amend Property Standards By-Law 2016-112 within the constraints provided by the *Farming and Food Production Protection Act, 1998*, in order to regulate property use so that cannabis cultivation occurs in a manner that addresses public nuisance and health.
- 4.5. While the existing Property Standards By-Law provides amelioration of odours and light in industrial zones, it fails to address these concerns on residential and agricultural property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2020-xxx.

#### **Section 1.00: Definitions and Interpretation**

1.01 **Definitions**: Section 1.01 will be amended to include the following definitions:

- (a) **"Cannabis"** shall have the same meaning as Cannabis as defined in the *Cannabis Act*.
- (b) **"Cannabis Proccesing"** means an operation that includes the application of manual, mechanical or chemical methods, it is transformed into another form.
- (c) **"Cannabis Related Activity"** means growing, harvesting, processing, extracting, packaging, or otherwise making ready for sale, testing, destroying, storing, shipping, permitting consumption or sale of cannabis or cannabis products.

- (d) **“Noxious Odour”** mean odours from activities emanating from a property that is persistent or continuous and is likely to interfere with the normal and reasonable use of another property
- (e) **“Odour Abatement Protocol”** means a combination of methods, practices, equipment and technologies designed for the purpose of eliminating the emission and emanation of Noxious Odours from a property,

## **Section 2.00: Amendments to the Standards for All Properties**

2.01: Section 3.28 **“Light Penetration”** which reads:

“Every Owner shall provide and maintain effective barriers to prevent the light from lamp standards, signs, vehicle head-lamps and other sources from shining directly into a Dwelling Unit” will be amended by adding the word “or” following the word “Unit”, by replacing “on” with “onto a”, so that it reads as follows: “Every Owner shall provide and maintain effective barriers to prevent the light from lamp standards, signs, vehicle head-lamps and other sources from shining directly into a Dwelling Unit or onto a neighbouring property. Notwithstanding the foregoing, normal farm practices occurring on agriculturally-zoned land are exempt from this provision, pursuant to the *Farm and Food Production Protection Act, 1998*, and the term “normal farm practices” shall be as set out in that Act.”

- 2.02 Section 5.04, “Ventilation Requirement”, will be removed from section 5, which applies only to non-residential and mixed-use buildings, and placed in new section 3.28, as section 3 applies to all buildings. The paragraph will be amended so that it reads as follows: “Every Owner of a Residential, Non-residential or Mixed Use Building shall ensure that it is adequately ventilated by natural or mechanical means and with regard to the operations carried on within the Building, to ensure that persons within the Building are not exposed to conditions harmful to their health or safety.”
- 2.03 Section 5.06 **“Ventilation Equipment”**, will be removed from section 5 and placed in new section 3.29. The paragraph will be amended so that it reads as follows: “Every Owner of a Residential, Non-residential or Mixed Use Building shall ensure that all of the mechanical ventilating equipment and the supports for that equipment are maintained in good repair and in a safe mechanical condition.”
- 2.04 A new section 3.30 will be added: **“Cannabis Related Activity:** Where a Cannabis Related Activity is permitted on a property which occurs in a green house or building or other structure, the Owner or Occupier shall ensure that a ventilation system is installed to filter and exhaust the Noxious Odours.”

- 2.05 Section 5.07 will be removed from section 5 and placed in new section 3.31, with amendments so that it reads as follows: “**Exhaust of Noxious and Other Substances:** Where a system of mechanical ventilation or Odour Abatement Protocol which exhausts noxious fumes, odours, gases, dust or sawdust from a Building is installed, the Owner shall ensure that the discharge from the system terminates above the roof line of the Building, and not less than three (3) metres (equivalent to nine point eight (9.8’) feet) clear of any skylight, window, ventilator or other opening into that or another Building, and is operated in a manner so as not to constitute a Nuisance. Notwithstanding the foregoing, normal farm practices occurring on agriculturally-zoned land are exempt from this provision, pursuant to the *Farm and Food Production Protection Act, 1998*, and the term “normal farm practices” shall be as set out in that Act.””

### **Section 3.00: Administration and Effective Date**

- 3.03 **Effective Date:** This By-law shall come into force and take effect on the date it is passed.

By-law read a first, second and third time, and finally passed, this xx day of xxx, 2021.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

## Council Report

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**Report Number:**     **CORP2021-004**

**Meeting Date:**        March 23, 2021

**Title:**                    **High Water Bill Relief – 53 Gee Cres, Lindsay**

**Author and Title:**    Linda Liotti, Manager of Revenue and Taxation

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### **Recommendation(s):**

**That** Report CORP2021-004, **High Water Bill Relief – 53 Gee Cres, Lindsay**, be received.

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

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

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

## **Background:**

At the Council Meeting of January 28, 2021 Council adopted the following resolution:

### **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.

This report addresses that direction.

## **Rationale:**

This property received a high water bill for the period of May 5 to August 5, 2020 in the amount of \$1,159.44. Water usage was 233.7 cubic metres.

Normal water usage at this property is between 15 and 25 cubic metres. In the billing period immediately following the high water bill (August to October) water consumption had resumed to normal.

Although water usage had returned to normal, the water meter was replaced at the request of the owner on October 2. Water usage continued to be in the normal range.

The property owner is indicating that a plumber inspected the home for leaks and none were found. The water meter was sent for testing and the results indicate that the meter was functioning properly.

There are two relevant sections of the High Bill Adjustment Policy to consider.

Section 8 of the policy provides relief where the water meter is tested and is found to be malfunctioning and over registering water.

Section 11 of the policy provides relief "where an obvious or hidden leak has occurred, causing high consumption, due to circumstances beyond the control of the property owner."

As there were no leaks present in the home and the water meter was functioning properly, no relief was provided to the property owner in accordance with the Council approved policy.



### **Other Alternatives Considered:**

If Council wishes to provide relief to this property owner, consideration could be given to waive the \$225 fee associated with testing the meter and/or provide relief from penalty to allow the owner additional time to pay the bill.

A resolution may be:

That staff waive the \$225 fee associated with testing the meter at 53 Gee Cres, Lindsay;

And/or

That the owner of 53 Gee Cres, Lindsay be granted relief from penalty on the high water bill of \$1,159.44 for a period of six months.

### **Alignment to Strategic Priorities**

This report is in alignment with the 2020-2023 Kawartha Lakes Strategic Plan priority of good government.

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

The Water and Wastewater rates are established to recover the cost of producing and delivering safe drinking water to property owners, and the collection and treatment of wastewater.

Providing relief to residents for high water bills results in the City incurring a cost for which there isn't direct revenue for recovery. This cost is then borne by the remaining user rate contributors throughout the City.

**Department Head email: [jstover@kawarthalakes.ca](mailto:jstover@kawarthalakes.ca)**

**Department Head: Jennifer Stover**

## Council Report

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**Report Number:** CORP2021-008

**Meeting Date:** March 23, 2021

**Title:** High Water Bill Relief – 181 Kent St W, Lindsay

**Author and Title:** Linda Liotti

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### Recommendation(s):

**That** Report CORP2021-008 **High Water Bill Relief – 181 Kent St W, Lindsay**, be received.

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

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

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

## **Background:**

At the Committee of the Whole Meeting of February 9, 2021 Council adopted the following resolution:

### **CW2021-026**

That the deputation of APG Kent Street Properties, regarding the Water Bill for 181 Kent St W, Lindsay be received;

That the request for relief of penalties incurred for late payment of the water bill for 181 Kent St W, Lindsay be referred to Staff for review and report back by the end of Q1, 2021.

This report addresses that direction.

## **Rationale:**

The High Bill Adjustment policy does not apply, however, this matter falls within By-Law 2018-039, A By-law to Regulate Water and Wastewater Services in the City of Kawartha Lakes.

Section 23.06 of the above noted by-law addresses billing and payment requirements. Specific to tenanted properties, the following subsections are relevant to this matter:

- (k) Where a tenant has been responsible for the payment of water and wastewater rates, upon vacating the premises, immediate notification shall be given by the owner to the City. Upon receipt of such notice, the meter will be read and the tenant deposit, where applicable, less the amount of the water and/or wastewater account, shall be returned by the City by mail to the tenant.
- (l) Where an amount remains owing on a tenant's account after the application of the deposit, and the final invoice remains unpaid for a period exceeding thirty (30) days, the property owner will be advised of the balance owing, and a request for payment will be made.
- (m) If the balance on a tenant's account remains outstanding for over sixty (60) days, the amount will be transferred to the property taxes for the property where the water and/or wastewater services were provided and collected in the same manner as taxes.
- (n) An administration fee will be added to the water and/or wastewater account prior to an outstanding amount being transferred to the municipal property taxes for the subject property, for collection as identified in the Consolidated Fees By-Law.
- (o) All water and wastewater rates and other charges shall be a lien and charge upon the owner, whether consumed by the owner of the land, or a tenant of the land.

Mr. Arbour, representative of the property owner, APG Kent Properties Corp, sent e-mail correspondence dated November 16, 2020, advising that they were not aware of any outstanding balance resulting from non-payment of water services consumed by their tenant, and consequently should not be held responsible for payment.

City staff issued a final bill to the tenant for water services covering the period of July 1 to August 31<sup>st</sup>, 2020. This final bill was sent on September 25, 2020 and due on October 20, 2020. As the balance remained outstanding after the due date, the property owner was sent a letter, dated November 3rd, seeking payment for the outstanding balance in the amount of \$11,075.43. This notification occurred within the required thirty-day period, as per directed by By-Law 2018-039, Section 23 Subsection 23.06, section (l).

On November 17, 2020, a discussion occurred between the property owner and Manager, Revenue & Taxation. The property owner was made aware that, in response to the pandemic, the City took financial relief measures to assist property/business owners. One such measure was no disconnections of water services for non-payment during this period. As a result, the water bill for this property had gone unpaid. The water bill outstanding of \$11,075.43 was for all of 2020. Further, during this discussion, the property owner referenced that the property had been sold effective October 5, 2020.

A review of this account confirms the property owner, in advance of the sale, requested no water certificate.

Section 398(1) of the Municipal Act, provides legislative authority for the City to transfer any outstanding amount resulting from utility charges to the property tax account. The liability of any unpaid charges for utility services is on the property and ownership is not relevant. Should the account have remained unpaid, the City would have transferred the balance owing to the property tax account. It would then have been a matter for the purchaser's lawyer to review with the lawyer acting on behalf of APG Kent Street Properties Corp in the sale transaction.

The former property owner made payment of \$11,075.43 on November 24, 2020, noting it was "under protest" and subject to the outcome of Council's decision of this deputation.

### **Other Alternatives Considered:**

While this is an unfortunate situation, it is a matter to be resolved between the former owner of the property and the tenant. For this reason, no alternatives are being considered.

### **Alignment to Strategic Priorities**

This report is in alignment with the 2020-2023 Kawartha Lakes Strategic Plan priority of good government.

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

The Water and Wastewater rates are established to recover the cost of producing and delivering safe drinking water to property owners, and the collection and treatment of wastewater.

Providing relief to residents for water bills results in the City incurring a cost for which there isn't direct revenue for recovery. This cost is then borne by the remaining user rate contributors throughout the City.

**Department Head email: [jstover@kawarthalakes.ca](mailto:jstover@kawarthalakes.ca)**

**Department Head: Jennifer Stover, Director of Corporate Services**

## Council Report

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<b>Report Number:</b>	<b>CORP2021-009</b>
<b>Meeting Date:</b>	March 23, 2021
<b>Title:</b>	<b>2020 Annual Report on Council Remuneration and Expenses</b>
<b>Description:</b>	It is required under the Municipal Act, 2001 that a report which includes all Council remuneration and expenses be presented and approved by Council
<b>Author and Title:</b>	Leanne Mitchell, Supervisor of Cost Accounting

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### Recommendation(s):

**That** Report CORP2021-009, **2020 Annual Report on Council Remuneration and Expenses**, be received.

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

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

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

## **Background:**

The Municipal Act, 2001, in subsection 284(1), requires that the Treasurer of each municipality provide, on or before March 31<sup>st</sup>, to the Council of the municipality, an itemized statement of remuneration and expenses, paid in the previous year, to each member of Council in respect to their services as a member of Council or as an officer of a local board, to which the members has been appointed by Council. The summary, in Attachment A, has been provided individually to the Mayor and Council prior to this meeting.

The report must also include remuneration and expenses paid in the previous year to persons other than Council, appointed by the municipality, to serve as a member of a local board.

A local board, as per the Municipal Act, means a municipal service board, public library board, police services board, planning board, or any other board, commission, committee, body or local authority established or exercising any power under any Act with respect to the affairs or purposes of one or more municipality, excluding a school board and a conservation authority. Given the above definition of local board the police services board remuneration and expenses has been provided in addition to council remuneration and expenses.

## **Rationale:**

Councillor Expenses:

There was a significant decrease in Councillor expenses due to the pandemic. There were virtual meetings in lieu of in person meetings, therefore there was no mileage. Most conferences and seminars were cancelled or set up virtually.

Police Board Expenses:

Police Board salaries have remained relatively the same compared to 2019. As of December 1, 2018, the Mayor and/or Councillor that serves on this Board was not paid a salary. The expenses were significantly less compared to 2019, solely due to the pandemic.

This report is presented in order to comply with the Municipal Act, 2001.

## **Other Alternatives Considered:**

Not applicable. Information report only.

## **Alignment to Strategic Priorities**

Not applicable. Information report only.

**Financial/Operation Impacts:**

Not applicable. Information report only.

**Servicing Implications:**

Not applicable. Information report only.

**Consultations:**

Treasurer  
General Clerk, Treasury  
Executive Assistant-Police Services

**Attachments:**

Attachment A – 2020 Council Remuneration and Expenses

Attachment B – 2020 Police Services Board Remuneration and Expenses



CORP2021-009  
Attachment A & B.xlsx

**Department Head email: [jstover@kawarthalakes.ca](mailto:jstover@kawarthalakes.ca)**

**Department Head: Jennifer Stover, Director Corporate Services**



**CORP2021-009-Attachment A**  
**2020 Annual Report on Council Remuneration and Expenses**  
**January 1, 2020 to December 31, 2020**

**Elected Council**

Council/Board Member	Council Salary	Re-imbursement of Expenses Incurred				TOTAL Salary plus Expenses
	Total Salary (Note 1)	Mileage (Note 2)	Conferences & Seminars (Note 3)	Other Eligible Expenses (Note 4)	Expenses Subtotal	
Ashmore, Ron	48,530.30	1,487.67	846.34	136.20	2,470.21	51,000.51
Dunn, Pat	48,530.30	-	-	-	-	48,530.30
Elmslie, Doug	48,530.30	1,493.08	-	-	1,493.08	50,023.38
Letham, Andrew	112,907.34	1,423.76	3,071.29	375.00	4,870.05	117,777.39
O'Reilly, Patrick	51,480.52	936.11	1,230.34	-	2,166.45	53,646.97
Richardson, Tracy	48,530.30	486.28	1,601.91	-	2,088.19	50,618.49
Seymour, Kathleen	48,530.30	1,308.48	1,768.49	166.58	3,243.55	51,773.85
Veale, Andrew	48,530.30	-	-	-	-	48,530.30
Yeo, Emmett	48,530.30	1,419.68	-	-	1,419.68	49,949.98
<b>2020 COUNCIL TOTALS</b>	<b>504,099.96</b>	<b>8,555.06</b>	<b>8,518.37</b>	<b>677.78</b>	<b>17,751.21</b>	<b>521,851.17</b>
<b>2019 COUNCIL TOTALS</b>	<b>499,299.71</b>	<b>26,780.42</b>	<b>17,645.90</b>	<b>1,809.15</b>	<b>46,235.47</b>	<b>545,535.18</b>

**Note 1**

Councillor salaries differ because some councillors received additional payments for their duties as Deputy-Mayor .

**Note 2**

Mileage has decreased compared to 2019 due to the Council Members not having to travel as much due to the pandemic.

**Note 3**

Conferences & Seminars has decreased compared to 2019 due to some conferences and seminars being cancelled due to the pandemic. Includes meals, accommodations, taxi fares, etc for all conferences and training attended by Councillors. Also includes expenses for town hall meetings. Policy 054 CAO 011-Town Hall Meetings & Policy 166 HR 031-Council Expenses

**Note 4**

Other Eligible Expenses. Excludes items that qualify as regular office expenses, such as office supplies, telephone, cell phone, internet useage by Councillors. Policy 090 ADM 004-Council Computer

This table was prepared using 2020 payroll data and accounts payable records covering expenses made directly to members of City Council, as well as expenses on behalf of members incurred from January 1 to December 31, 2020

**CORP2021-009-Attachment B**  
**2020 Annual Report on Council Remuneration and Expenses**  
**Police Services Board**  
**January 1, 2020 to December 31, 2020**

**Police Services Board**

Council/Board Member	Address #	Wages Per Diem Subtotal	Re-imbursement of Expenses			TOTAL Per Diem plus Expenses
			Mileage	Conferences Seminars & Other Expenses (Note 2)	Expenses Subtotal	
Blackburn, David	327981	1,050.00	-	-	-	1,050.00
Letham, Andrew*	328514	-	-	-	-	0.00
English, Christina	328219	5,000.00	-	-	-	5,000.00
Percival, Wanda	346109	2,425.00	-	-	-	2,425.00
Barkey, Valmay	350209	1,525.00	-	-	-	1,525.00
O'Reilly, Patrick*	328713	-	-	-	-	0.00
Thomas, Donald	328976	3,525.00	-	341.98	341.98	3,866.98
<b>2020 POLICE SERVICES BOARD</b>		<b>13,525.00</b>	<b>0.00</b>	<b>341.98</b>	<b>341.98</b>	<b>13,866.98</b>
<b>2019 POLICE SERVICES BOARD</b>		<b>19,100.00</b>	<b>1,414.59</b>	<b>7,661.18</b>	<b>8,713.94</b>	<b>27,813.94</b>

**Note 2**

Conferences & Seminars has decreased compared to 2019 due to some conferences and seminars being cancelled due to the pandemic. Includes meals, accommodations, taxi fares, etc for all conferences and training attended by Board Members. Other expenses include; Public Relations Expenses. Excludes items that qualify as regular office expenses, such as office supplies, telephone, cell phone, internet usage.

\* The Mayor and Councillor will no longer be receiving a wage for sitting on the Police Services Board as of December 1, 2018.

## Council Report

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**Report Number:** PUR2021-004

**Meeting Date:** March 23, 2021

**Title:** **Single Source for Elevator Improvements at the Victoria Park Armoury**

**Author and Title:** Ashley Wykes, Buyer

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### Recommendation(s):

**That** Report PUR2021-004, **Single Source for Elevator Improvements at the Victoria Park Armoury**, be received;

**That** Council authorize the single source purchase to thyssenkrupp Elevator (Canada) Ltd. for elevator improvements at the Victoria Park Armoury for the total amount of \$165,713 not including HST; and

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

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

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

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

**Background:**

The Victoria Park Armoury elevators are in need of capital improvements to maintain and improve their functionality. After carefully reviewing the requirements for each of two elevators, the following improvements will be made through this project:

- Supply and install car and hall fixtures
- Install hands free emergency phone and hall call stations
- Remove existing door operator and supply and install a new door operator
- Install a new door clutch assembly and GAL interlock assemblies
- Engineering to interface the new door operator with the elevator control system
- Adjust the lock assemblies and door operator setting to attain the most efficient safety and performance standards
- Install a screen flush to the car door edge
- Mount the power supply unit on the car top of the elevator and connect to receiver and transmitter
- Make adjustments to comply with the Elevator Code
- Remove and dispose of all wall, ceiling and floor material to be replaced
- Supply a suspended stainless ceiling with LED fixtures and an exhaust fan
- Apply fire rated plastic laminate panels and stainless steel panels
- Install stainless steel cladding and handrails
- Supply and install porcelain tile floor
- Complete full engineering and design review to ensure a compatible installation with retained equipment
- Drain and dispose of oil from the existing power unit
- Supply and install a new submersible power unit, along with applicable piping and fittings
- Provide new hydraulic oil for tank
- Perform all necessary wiring and adjustments to maximize performance of the unit
- Submission to the TSSA where applicable

**Rationale:**

thyssenkrupp Elevator (Canada) Ltd. has an existing contract in place for the service and maintenance of the elevators at this location and several others throughout the City. It is in the best interest of the City to award these improvements to the vendor due to their knowledge and expertise with these elevators.

Staff recommends that thyssenkrupp Elevator (Canada) Ltd. be awarded the work at the Victoria Park Armoury for the quoted amount of \$165,713, not including HST.

### **Other Alternatives Considered:**

No other alternative is being considered as the City's Purchasing Policy allows for a single source to ensure compatibility with an existing service in which the vendor has the skills relating to and the knowledge of the nature of the service.

### **Alignment to Strategic Priorities:**

The recommendation set out in this Report helps to improve a City's asset and as a result supports the following strategic priorities:

1. An Exceptional Quality of Life
2. Good Government

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

Project Number	Project Budget	Other Committed Funds *	Project Balance	Purchase Amount (excl. HST)	6% Contingency	HST Payable	Total Amount	Project Balance
950190328	\$180,000	\$2,415	\$177,585	\$165,713	\$9,943	\$0	\$175,656	\$1,929

\*Other committed funds include a review of the elevators by an Architect

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.

### **Consultations:**

Junior Accountant  
Capital and Special Projects Supervisor

**Department Head email:** cshanks@kawarthalakes.ca

**Department Head:** Craig Shanks

## Council Report

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**Report Number:** PUR2021-005  
**Meeting Date:** March 23, 2021  
**Title:** 2021-09-CQ Construction of Concrete Sidewalks,  
Curbs and Gutters  
**Author and Title:** Linda Lee, Buyer  
Martin Sadowski, Senior Engineering Technician

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### Recommendation(s):

**That** Report PUR2021-005, **2021-09-CQ Construction of Concrete Sidewalks, Curbs and Gutters**, be received;

**That** Onsite Construction Inc. be selected for the award of 2021-09-CQ Construction for the total amount of \$142,725.00 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.

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

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

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

## Background:

The work under this project will include all labour, fuel, materials and equipment to perform the removal and replacement of designated sidewalks, curb and gutters throughout the City of Kawartha Lakes.

Request for Quotation 2021-09-CQ Construction of Concrete Sidewalks, Curbs and Gutters was released and advertised in accordance with the Purchasing Policy.

The quotation was opened on Tuesday February 2, 2021 with the following results:

Company Name	Amount of Submission
Thomson Concrete Construction Inc.	\$ 96,505.00
Onsite Contracting Inc.	\$ 142,725.00
Four Brothers Construction	\$ 158,140.00
Marquis Snow & Ice Ltd	\$ 171,850.00
SAFA Builders & Contractors (2437299 Ontario Inc.)	\$ 178,030.00
Epic Paving & Contracting Ltd.	\$ 196,160.50
Neptune Security Services Inc.	\$ 196,870.00
Signature Contractors Windsor Inc.	\$ 220,695.00
Bennington Construction Ltd.	\$ 238,815.30
Aqua Tech Solutions Inc.	\$ 247,711.00
Dufferin Construction Company	\$ 250,264.00
Real Landscaping Plus Inc.	\$ 259,010.00
CSL Group Ltd.	\$ 259,290.00
Jeffrey G. Wallans Construction Limited	\$ 283,200.00
H and H Construction Inc.	\$ 286,248.09
Laycon Construction Services Inc.	\$ 323,054.00
Dig-Con International Ltd.	\$ 435,020.00

Quotations were checked for mathematical errors and compliancy to the quotation.

During the evaluation of the submissions, it was found that Thomson Concrete Construction Inc. was non-compliant to the quotation request as they were unable to

provide three (3) references showing at least five (5) years of proven satisfactory and safe work experience of similar work.

In accordance to the Purchasing Policy, the results of a competitive procurement process are considered to be irregular when an award of the contract to the Top Ranked Respondent is considered to not be in the best interest of the City.

Onsite Contracting Inc. was the next lowest compliant bid. References were checked and were found to be favorable.

### **Rationale:**

Staff recommend that the City award to Onsite Contracting Inc. for the total quoted price of \$142,725.00 not including HST.

### **Other Alternatives Considered:**

No other alternative is being considered as the competitive procurement process was followed and the lowest, compliant respondent is being recommended.

### **Alignment to Strategic Priorities**

The recommendation in the report contributes to council's adopted strategic plan namely:

1. Healthy Environment
2. A Vibrant and Growing Economy
3. Good Government

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

Funds for 2021-09-CQ Construction of Concrete Sidewalks, Curbs and Gutters are available within the 2021 Capital Budget as noted below:

Project Number	Project Budget	Other Committed Funds *see below	Project Balance	Purchase Amount (excl. HST)	10% Contingency	HST Payable	Total Amount	Project Balance
983210800	\$229,000	\$0	\$229,000	\$142,725	\$14,273	\$2,763	\$159,761	\$69,239

Upon completion of the work, any remaining surplus or deficit will be dealt with through a capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.



**Consultations:**

Junior Accountant

**Department Head email:** jrojas@kawarthalakes.ca

**Department Head:** Juan Rojas, Director of Engineering and Corporate Assets

**Department File:** 2021-09-CQ

## Council Report

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**Report Number:** PUR2021-006  
**Meeting Date:** March 23, 2021  
**Title:** Purchase of Powered Air-Purifying Respirators (PAPR)  
**Author and Title:** Launa Macey, Supervisor  
Patricia Bromfield, Deputy Chief Operations

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### Recommendation(s):

**That** Report PUR2021-006, **Single source for the Purchase of Powered Air-Purifying Respirators (PAPR)**, be received;

**That** Brafasco (HDS Canada Inc.) of Vaughn, ON be selected for the award for the Purchase of Powered Air-Purifying Respirators (PAPR) amount of \$144,924.00 plus HST;

**That** this project be financed in the amount of \$164,000.00 (including HST) from the Safe Restart Grant Portion of the Contingency Reserve;

**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.

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

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

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

## **Background:**

Since the start of the global pandemic of COVID 19, Kawartha Lakes Paramedic Service has had to secure a supply of personal protective equipment for our 88 paramedic staff to protect them from the virus. The main protection for this respiratory virus is the N95 mask. Kawartha Lakes did not have a sufficient stockpile of this mask to adequately provide the needed protection for our staff during a pandemic. Due to global supply shortages of disposable N-95 masks, Kawartha Lakes purchased a reusable half face respirator with goggles and face shields to protect staff further. Half face respirators came with another set of challenges which include communication issues while trying to speak through the masks as well as fogging of goggles.

PAPRs provide a higher level of protection and would replace the half mask respirator, goggles and face shield. These devices also allow paramedics to communicate much better with their patients than the muffled communication through the half mask. The other advantage is that the PAPR's do not have to be fit tested. Every time a paramedic gets a new N95 mask or a respirator they must be fit tested to ensure they are properly sized which poses its own logistical challenges.

The 3M product has been approved by Health Canada as the only powered respirator for medical use.

## **Rationale:**

Other suppliers are able to provide the equipment, but none have the quantities the City requires.

Staff recommend that Brafasco be selected for the award of the Single Source procurement for the Purchase of Powered Air-Purifying Respirators (PAPR) amount of \$144,924.00 plus HST.

## **Other Alternatives Considered:**

None, as Brafasco is the only one that currently has stock.

## **Alignment to Strategic Priorities**

The recommendation in the report contributes to council's adopted strategic plan namely:

1. Healthy Environment
2. Good Government

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

Funds for the purchase of the Power Air-Purifying Respirators is being requested from Contingency Reserves (Safe Restart Grant):

<b>Project Number</b>	<b>Project Budget</b>	<b>Other Committed Funds *see below</b>	<b>Project Balance</b>	<b>Purchase Amount (excl. HST)</b>	<b>HST Payable</b>	<b>Total Amount</b>	<b>Project Balance</b>
1.32090	0	0	0	\$144,924	\$2,551	\$147,475	-147,475

The project balance will be used from the Contingency Reserves (Safe Restart Grant).

Additional Pandemic Funding specific to Paramedic's COVID19 expenses is being sought from the Ministry of Health. In the event the City is not successful, then funding is being requested in this report from the Safe Restart Grant portion of the Contingency Reserve.

Upon completion of the work, any remaining surplus or deficit will be dealt with through a capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

### **Consultations:**

Junior Accountant

**Department Head email:** rmellow@kawarthalakes.ca

**Department Head:** Randy Mellow, Chief

## Council Report

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**Report Number:** PUR2021-007  
**Meeting Date:** March 23, 2021  
**Title:** 2021-01-CQ Mill Pond Bridge  
**Description:** The rehabilitation of Mill Pond Bridge in Omemee  
**Author and Title:** Linda Lee, Buyer  
Martin Sadowski, Senior Engineering Technician

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### Recommendation(s):

**That** Report PUR2021-007, **2021-01-CQ Rehabilitation of Mill Pond Bridge**, be received;

**That** 2274084 Ontario Ltd o/a GMP Contracting be selected for the award of 2021-01-CQ Rehabilitation of Mill Pond Bridge for the total quoted amount of \$1,579,166.33 not including HST;

**That** D.M. Wills Associates Limited be awarded the Single Source for the Contract Administration and Inspection for the Rehabilitation of Mill Pond Bridge for the total quoted amount of \$124,280.00 not including HST plus a 10% Contingency;

**That** the additional expenditure of \$517,364 be funded from the uncommitted portion of the Capital Contingency Reserve (1.32248);

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

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

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

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

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

## Background:

Mill Pond Bridge has been closed to vehicular traffic since May 6, 2019. During a conditions assessment, D.M. Wills and Associates Limited identified a structural issue which required the bridge to be closed.

Upon completion of the rehabilitation work, the bridge will be open to motorists again and provide a secondary crossing of the Pigeon River in Omemee.

The work under this project will include all labour, equipment, materials and supervision necessary to complete the rehabilitation of Mill Pond Bridge.

Request for Quotation 2021-01-CQ Rehabilitation was released and advertised in accordance with the Purchasing Policy.

The quotation was opened on Thursday, March 12, 2021 with the following results:

Company Name	Amount Submitted
2274084 Ontario Ltd. o/a GMP Contracting	\$ 1,579,166.33
Clearwater Structures	\$ 1,656,961.00
Dufferin Construction	\$ 1,818,033.00
National Structures 2011 Inc.	\$ 1,903,234.40
UrbanLink Civil Ltd.	\$ 1,939,685.00
Landform Civil Infrastructure Inc.	\$ 1,942,685.00
Ross and Anglin Limited	\$ 2,001,294.00
Nuroad Construction Limited	\$ 2,121,215.00
Bronte Construction	\$ 2,224,580.00
MTM	\$ 2,430,009.00
Four Brothers	\$ 2,732,802.50

Quotations were checked for mathematical errors and compliancy to the quotation.

During the evaluation, it was noted that the project will be over budget by \$517,364, and in accordance to the Purchasing Policy, Council approval is required when a surplus of funds over \$10,000 are required to complete the project.

The state of the steel market is very volatile at this time and as a result all tender items that are steel related are seeing an average increase of approximately 30% compared to the original estimate.

GMP Contracting was found to be the lowest, compliant submission. References were checked and found to be favorable.

### **Rationale:**

Staff recommend that the City award to GMP Contracting for the total quoted price of \$1,579,165.9500 not including HST.

### **Other Alternatives Considered:**

The only other alternatives would be to either cancel this procurement and reissue with a change in scope, or defer the project.

### **Alignment to Strategic Priorities**

The recommendation in the report contributes to council's adopted strategic plan namely:

1. An Exceptional Quality of Life
2. A Vibrant and Growing Economy
3. Good Government

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

Funds for 2021-01-CQ Rehabilitation of Mill Pond Bridge, 983210101.

Project Number	Project Budget	Other Committed Funds *see below	Project Balance	Purchase Amount (excl. HST)	10% Contingency	HST Payable	Total Amount	Project Balance
983210101	\$1,487,000	\$236,708	\$1,387,000	\$1,579,166	\$157,917	\$30,574	\$1,767,656	(\$517,364)

\*Other committed funds include internal staff labour charges and contract administration and inspections to DM Wills and Associates.

The current balance in the uncommitted portion of the Capital Contingency reserve is \$3,088,245. After this project is approved the balance in the reserve will be \$2,570,881. Upon completion of the work any surplus or deficit will be dealt with in a capital close report as per the Capital Close policy.

### **Consultations:**

Junior Accountant

**Department Head email:** jrojas@kawarthalakes.ca

**Department Head:** Juan Rojas, Director of Engineering and Corporate Assets

**Department File:** 2021-01-CQ



## Council Report

---

**Report Number:** BP2021-001

**Meeting Date:** March 23, 2021

**Title:** City Hall Bell Cupola

**Description:** There are unexpected issues with the Bell Cupola at City Hall and the condition is worsening. It is recommended to address this by allocating funds from the Contingency Reserve for Capital Project #953210107 (City Hall Bell Cupola).

**Author and Title:** Jörg Petersen, Manager, Building and Property Division

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### Recommendations:

**That** Report BP2021-001, City Hall Bell Cupola be received; and

**That** Council approve the creation of project #953210107 - City Hall Bell Cupola and the project be funded by the Capital Contingency Reserve (1.32248) as an emergency project to a maximum amount of \$35,000.00 with any unused funds at the completion of the project being declared surplus and returned to the Capital Contingency Reserve (1.32248).

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

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

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

## **Background:**

Capital Project #9532101 is a budget line dealing with Building and Property Facilities and contains several “sub-projects” and works.

Late last Fall issues related to the condition of the City Hall Bell Cupola were noticed. An assessment was subsequently done and it was determined that water entering the structure has caused damage to the cladding. It is delaminating and at risk of falling off.

To avoid continuing damage to the asset and to avoid potential safety risks associated with possible falling debris it is recommended that this work receive immediate attention and funds be accessed through the Capital Contingency Reserve to create Project #953210107.

## **Rationale:**

The damage assessment for the Bell Cupola at City Hall indicates that if not addressed the asset/structure is likely to suffer greater damage and require more repair involving greater cost. The assessment also indicated that there was risk that pieces of cladding might break away and cause damage to other building elements, possibly presenting a liability and hazard to vehicles and people on the ground.

Staff believe repair to the Bell Cupola is a priority for asset management and health and safety and that the repairs can be completed with a financial allocation from the City's Capital Contingency Reserve to a maximum amount of \$35,000.00.

## **Other Alternatives Considered:**

The following options were considered for addressing the City Hall Bell Cupola concern:

1. Risk manage the Bell Cupola issues through 2021 and request funds for a new project to do the work in 2022. As the need is immediate, the delay of the repairs is not recommended.
2. Identify the issues with the Bell Cupola as an urgent/unplanned project and seek new in-year funds to do the work with required funding, to a maximum of \$35,000.00, accessed from the Capital Contingency Reserve.
3. The funds available within approved Capital Project #953200101 be reallocated to fund the required City Hall Bell Cupola repairs. However, this would mean that other projects within the Capital Project #953200101 would not be completed.

It is believed that Option #2 is the most appropriate approach to dealing with the City Hall Bell Cupola issues and is therefore recommended.

## **Alignment to Strategic Priorities**

The recommendations in this report align with the following strategic priority within 2020-2023 Kawartha Lakes Strategic Plan:

Good Government – ensuring maintenance and management of municipal assets to increase efficiency and preventative maintenance as per the City's Asset Management Plan.

## **Financial/Operation Impacts:**

The projected cost of the emergency City Hall Bell Cupola repairs is \$31,430.25. The current funding available in the uncommitted portion of the Capital Contingency Reserve is \$3,123,245. This would leave a balance of \$3,088,245 in the Capital Contingency Reserve. Any surplus funds from the \$35,000.00 would be returned as surplus to the Capital Contingency Reserve.

## **Consultations:**

Corporate Services Department, Finance Division

## **Attachments:**

N/A

**Department Head e-mail:** [cshanks@kawarthalakes.ca](mailto:cshanks@kawarthalakes.ca)

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

## Council Report

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<b>Report Number:</b>	<b>WM2021-007</b>
<b>Meeting Date:</b>	March 23, 2021
<b>Title:</b>	<b>Eligibility Review for Curbside Leaf and Yard Collection</b>
<b>Description:</b>	Review the eligible properties for curbside leaf and yard collection
<b>Author and Title:</b>	David Kerr, Manager of Environmental Services

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### Recommendation(s):

**That** Report WM2021-007, **Eligibility Review for Curbside Leaf and Yard Collection**, be received;

**That** Council approve the Option 1 (Preferred) for a two-year pilot program to assess the feasibility of including high density multi-residential locations within the regular curbside collection of leaf and yard waste program that currently includes low density residential and mobile home parks only; and

**That** Staff report back to Council in Q3, 2022 on the results of the curbside collection pilot study with recommended options and associated costs.

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

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

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

## **Background:**

At the Council Meeting of January 28, 2021, Council adopted the following resolution:

### **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.

This report addresses that direction.

The City's current By-Law 2016-144 (A By-law for Collection and Management of Waste and Recyclables within the City of Kawartha Lakes) hereinafter referred to as the "By-Law", states in section 3.06 b (a); Curbside collection for leaf and yard waste shall be provided to low density residential buildings and mobile home parks only. Mobile home parks are defined as year round residential communities. The By-Law excludes high density multi-residential as well as industrial, commercial, institutional, trailer park and resort locations from curbside leaf and yard collection.

For further clarity, the high density multi-residential classification includes lands zoned to permit an apartment building, condominium complex, townhouse complex, co-operative housing complex, accessory dwelling units, or other similar residential complex containing three (3) or more residential dwelling units.

Based on staff research, there is an estimated 300 high density multi-residential locations within the City. Although the resolution is specific to condominiums, which fall in the category of high density multi-residential, it is noted there are approximately 30 seasonal trailer parks within the City, which are not eligible under the By-Law for curbside collection.

It is important to note that under the By-Law, all residential locations are entitled to free drop-off at any landfills within the City, if quantities are less than 250 kg (approx. 25 bags).

Historically, Miller Waste Inc. ("Miller") completed curbside leaf and yard collection during three annual events (two in the fall and one in the spring). During these collection events, some locations have several hundred bags of material set out, which often takes 1-2 hours to collect and fills an entire collection truck. It was discovered through training that City staff provided to Miller, that some of these high volume stops were ineligible for collection as per the By-law. As a result, Miller discontinued curbside

collection from ineligible locations, in accordance with the By-Law for the 2020 curbside collection events. In response to this action, some of the owners of the high density multi-residential stops requested to be included in the leaf and yard curbside collection program.

The following section provides further rationale on the eligibility of high density multi-residential for inclusion in the three annual curbside collection events.

## **Rationale:**

Staff have reached out to surrounding municipalities and determined that many providing curbside leaf and yard collection do collect from low and high density residential locations. These communities include County of Peterborough, City of Orillia and the City of Peterborough. Of interest, Simcoe reserves the right to limit the amount of quantities these locations are setting out.

Miller does not have a record of the amount of high density multi-residential stops that have been historically collected. Therefore, it is difficult to accurately determine the true impact of including these stops to this service. Both Staff and Miller agreed that in order to confirm the true impact of including high density multi-residential, a pilot program would be required to document the amount of leaf and yard waste generated from each high density multi-residential location. Quantities of leaf and yard waste will be documented by Miller to determine overall volumes and impact. The pilot would be well advertised and held over the course of 2021 and 2022. The pilot would include curbside collection for each of the three normally scheduled annual events for both years. There are different options, for Council's consideration, as to what is included in the pilot program as follows:

### Option 1 (Preferred)

This option would include only high density multi-residential stops along with the regular collection from low density residential stops. Staff have created a list of the high density multi-residential locations and have provided that list to Miller. There are approximately 300 additional stops and Miller has some confidence in the volume impact of including this sector. As a result, they have provided an upset limit which is less than \$5,000 per year for the pilot. The data collected from the program would help to determine feasibility, and any costs associated with increasing the leaf and yard collection program to the high density multi-residential sector. This pilot program will address Council's direction. The proposed resolution is:

**That** Council approve the Preferred Option 1 for a two-year pilot program to assess the feasibility of including high density multi-residential locations within the regular curbside collection of leaf and yard waste program that currently includes low density residential and mobile home parks only.

### Option 2

This option is the same as option 1 with the addition of Trailer Parks. As previously mentioned, trailer parks were not specifically included in the January 28<sup>th</sup> Council resolution. However, staff are aware that some trailer parks had historically received curbside leaf and yard collection and some of the owners have requested to be included in future events. There are approximately 30 Trailer Parks in the municipality. Miller has indicated that due to the large forested acreage of trailer parks, there is a potential that significant leaf and yard waste could be generated from this sector. However, unlike the multi residential sector, where Miller has some confidence in the expected volumes, the quantities generated from this sector are unknown. As a result, Miller was unable to provide an upset limit for including this sector in the program. Instead they have provided us with unit costs and will perform this work on time and materials. It is expected that the annual costs for this option will be below \$10,000 per year. However, this estimate cannot be confirmed until the pilot program has been completed. The proposed resolution is:

**That** Council approve Option 2 for a two-year pilot program to assess the feasibility of including high density residential locations and Trailer Parks within the regular curbside collection of leaf and yard waste program that currently includes low density residential and mobile home parks only.

### Summary

The pilot program will include curbside leaf and yard collection until the end of 2022 and the data gathered through the pilot will be analyzed by staff and discussed with Miller in Q3 of 2022. A report will be brought back to council in Q3 in 2022, and future budgeting and servicing levels will be based on Council's decision at that time.

Of note, collection of leaf and yard from the additional locations will promote further diversion from the landfill and potentially add to larger volumes of compost available for members of the public. It also has the benefit of limiting the amount of vehicles coming into the landfills thereby reducing lineups at the landfills.

### **Other Alternatives Considered:**

The other alternative would be for Council to adhere to the current By-law (2016-144) that only allows the curbside collection of leaf and yard materials from low density residential and mobile home parks. This would come at no cost increase to the City. However, there may be less diversion of leaf and yard waste from landfill, potentially increase in landfill lineups and those who have inadvertently received service in the past would experience a decrease in historical level of service.

### **Alignment to Strategic Priorities**

The allowance of high density multi-residential locations and trailer parks to participate in the curbside leaf and yard collection aligns with the Strategic Priority of A Healthy Environment. This program promotes increased diversion of materials from landfill and enhances the City's composting program. These initiatives are part of the City's Integrated Waste Management Strategy.

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

Under Option 1 identified in the Rationale section of this report, Miller Waste has provided an upset limit of under \$5,000 per year to include the high density multi-residential sector in the curbside leaf and yard program. Staff will monitor actual costs and will report to Council in Q3, 2022. The upset amount of \$5,000 for the pilot is based on Miller's experience and relative confidence in the expected quantities from the high density multi-residential sector. It is recommended to allocate the increased costs of the pilot to the waste operating budget.

Under Option 2, there is some uncertainty of the volumes of waste that could come from seasonal trailer parks. To assess the costs associated with those stops, Miller would dedicate one truck specifically for the collection of trailer parks. The truck will be weighed, so accurate tonnages, times per stop and costs can be determined. Miller was unable to provide an upset limit for this service and will charge time and materials based on unit costs provided. Although it is expected that including trailer parks will not exceed \$10,000 in additional cost could exceed this amount.

The total impact to cost of the program cannot be confirmed until a pilot is complete (if approved by Council). If a pilot is approved, Staff will report back to Council on results of the pilot and will provide a fulsome recommendation including budget estimates for Council's consideration on the program.

**Department Head email:** brobinson@kawarthalakes.ca

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



## Council Report

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**Report Number:** PUR2021-003  
**Meeting Date:** February 23, 2021  
**Title:** Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper  
**Author and Title:** Marielle van Engelen, Buyer

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### Recommendation(s):

**That** Report PUR2021-003, Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper, be received;

**That** Carl Thibault Emergency Vehicles Inc. of Pierreville, Québec, as the highest scoring proponent, be selected for award of Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper; and

**That** the deficit in the project, 932200203, of \$23,701.92 be funded by Development Charges – Fire (3.24140) and the remaining \$51,304,17 deficit be funded by the Fire portion of the Fleet Reserve (1.32070) and;

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

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

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

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

**Background:**

The approved 2020 capital budget (932200203) allocated \$600,000 for a replacement rescue pumper. Request for Proposal 2020-79-CP for the Supply and Delivery of One New Rescue Pumper was released for advertising in accordance with the Purchasing Policy.

The request for proposal closed on January 21, 2021 with the following results:

<b>Proposal received from</b>
Carl Thibault Emergency Vehicles Inc. of Pierreville, Québec
Dependable Truck & Tank Limited of Brampton, Ontario
Safetek Emergency Vehicles Ltd. of Mississauga, Ontario

As per the Purchasing Policy procurement awards that exceed the budget by more than \$10,000 are considered irregular and must be approved by Council.

An evaluation committee carefully evaluated and scored each proposal by consensus, based on the criteria described with in the request for proposal. Each proposal was rated on the response to the technical requirement of the pumper, company profile, delivery time lines, warranty information and training.

Submissions were checked for compliancy to the proposal requirements and for mathematical errors.

Carl Thibault Emergency Vehicles Inc. was found to be the highest scoring proponent. References were checked and found to be favorable.

**Rationale:**

Staff recommends Carl Thibault Emergency Vehicles Inc. of Pierreville, Québec, as the highest scoring proponent be selected for the award of Request for Proposal 2020-79-CP Supply and Delivery of One New Rescue Pumper.

The deficit in the project (932200203), in the amount of \$23,701.92, should be funded from Development Charges – Fire (3.24140) and the remaining \$51,304,17 from the Fire portion of the Fleet Reserve (1.32070).

### **Other Alternatives Considered:**

No other alternative is being considered as a competitive procurement process was conducted and the highest scoring proponent is being recommended for award.

### **Alignment to Strategic Priorities**

#### **Good Government**

Recommendations in this report will ensure municipal assets are well maintained and well managed. A continuous review of operational efficiencies ensures that best municipal practices are adopted.

#### **A Vibrant and Growing Economy**

Recommendations in this report will support effective Fire Service response operations and service delivery.

#### **An Excellent Quality of Life**

Recommendations in this report will support efficient delivery of Fire Service response operations and assists the general well-being and overall health and safety of residents and employees.

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

Capital Project Number	Project Budget	Other Committed Funds	Capital Project balance	Purchase Amount (excl. HST)	HST Payable	Total Amount	Project Balance
932200203	\$600,000	\$0	\$600,000	\$663,331	\$11,676	\$675,007	(\$75,006)

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.

### **Consultations:**

Deputy Fire Chief

**Department Head email:** mpankhurst@kawarthalakes.ca

**Department Head:** Mark Pankhurst, Fire Chief

**Department File:** 2020-79-CP

**Petition**  
**Regular Council Meeting, March 23<sup>rd</sup>, 2021**

This petition is submitted to the City of Kawartha Lakes Municipal Council on behalf of these 65 area residents who are directly impacted by activities on that section of the Victoria Rail Trail Corridor that is located on the east shore of Cameron Lake in the City of Kawartha Lakes and it is specifically addressing a **PUBLIC SAFETY ISSUE** that exists in this area.

This petition is requesting that the City of Kawartha Lakes ensures that all gate barriers on the Victoria Rail Trail Corridor between Knox Crescent and Northline Road remain closed and locked year-round. This is a priority public safety issue because the operators of snowmobiles who use this area of the trail system are travelling at high rates of speed and disobeying the stop signs, the pedestrian slow signs, the children at play crossing signs and the 20km/h maximum speed signs in this area, thereby endangering the lives of anyone who might reasonably be expected to be in this area. This area is clearly posted as a high pedestrian traffic area with numerous vehicle and pedestrian crossings and year-round residences immediately bordering the trail in this area. The current dangers to the public's safety in this area will be significantly reduced by the securing of these gate barriers on a year-round basis.

**Background Information:**

Hundreds of public complaints have been submitted to the City of Kawartha Lakes regarding the high rates of speed that snowmobiles are travelling through these clearly marked crossings and disobeying the clearly posted stop signs at these crossings on the Victoria Rail Trail Corridor in the City of Kawartha Lakes. This area of the Victoria Rail Trail Corridor has been a public safety concern for several years now and during that time, the City of Kawartha Lakes, the Ontario Provincial Police and the Kawartha Lakes Snowmobile Club have all been alerted to those dangers. Correspondence, documentation and actual video footage of the hundreds of offences that have occurred on the Victoria Rail Trail Corridor in this identified area have been submitted to the City of Kawartha Lakes, but there has been no change to the existing dangers to public safety. Staff members for the City of Kawartha Lakes have stated for years that enforcement of this complaint area have been increased to address the concern. This action has resulted in absolutely no change to the ongoing unlawful behaviour of the

snowmobile operators in this area and therefore the danger to public safety continues to go unresolved. At the time of this submission, the City of Kawartha Lakes by-law enforcement division manager still doesn't know if the signage posted on the Victoria Rail Trail Corridor related to the maximum permitted speed and STOP signs in this identified area are posted in accordance with municipal guidelines or any other applicable guidelines. At the time of this submission, there appears to be only two Municipal Enforcement Officers assigned to enforcement duties on the Victoria Rail Trail Corridor. Information received directly from those officers, indicates that they are unequipped and untrained to actually do speed related enforcement duties on the Victoria Rail Trail Corridor. Those same officers state that speed enforcement on the Victoria Rail Trail Corridor must be done in the presence of both an OPP officer and a Municipal By-law Enforcement Officer. Those same officers state that the stop sign enforcement duties have been assigned to the Ontario Provincial Police. Unfortunately, those members of the Ontario Provincial Police who actually attend this area of the Victoria Rail Trail Corridor advise the public that the posted stop signs currently located at the crossings in this complaint area are unenforceable because they are not of the correct size. Therefore, after all these years of complaints, the signage that is currently posted on the Victoria Rail Trail Corridor in this area remains unconfirmed whether or not they are actually enforceable signage under the currently existing regulations and by-laws.

The above issues are serious in nature and without clear direction to who is responsible for what specific enforcement duty or confirmation whether or not the existing signage is enforceable should be a major concern of the current municipal government and council. These issues should have been addressed years ago when the first complaint was submitted to the city identifying the dangers. Those issues should have been readdressed when the dangers persisted, and the community continued to request assistance from the city on these same dangers.

At this time, it is clear that the enforcement presence in this complaint area is minimal. It is also clear that enforcement efforts have been ineffective at addressing the public safety issue in this area and there is no reasonable expectation that enforcement alone will resolve the dangers at these crossings.

#### Conclusion:

At this time, the most cost effective and most efficient method of addressing the high speeds at which the snowmobiles disobey the stop signs at the clearly

identified crossings is to immediately secure the gate barriers on a year-round basis. The gate barriers are already in place and functional in accordance with the ongoing maintenance schedules for municipal property. The barriers are already closed for the other three seasons of the year and have been proven to effectively cause the all-terrain vehicles to slow at these same crossings, therefore there is no reason for them to be open during the winter. If there is a necessity to facilitate oversize vehicles to periodically negotiate the trail at these crossings, such as municipal vehicles, emergency vehicles or even the snowmobile groomer, the gates can be easily opened as they are merely secured by a keyed padlock device. The gates can then be simply secured once that vehicle has completed its task. The gate barriers in their closed configuration facilitate the movement of pedestrians, horseback riders, snowshoers, cross-country skiers, cyclists, all-terrain motor vehicles and snowmobiles. The key safety feature that the gates possess is that they physically cause the identified motor vehicles (snowmobiles and all-terrain vehicles) to reduce their speed so that they slowly approach all the crossings. This significantly reduces the risk to the motorized vehicle operators on the trail at these crossings and to all those pedestrians and motor vehicle operators who utilize those crossings on the trail.

The bottom-line is, by ensuring that the gates are closed year-round, this ongoing public safety issue is significantly reduced, and this public safety issue is addressed at no additional cost to the taxpayer and the effectiveness of this action is felt 365 days of the year.

Thank you from the 65 supporters of this petition.



# Person Submitting the Petition

Name:	Michael Hoskin
Address:	[REDACTED]
Phone:	[REDACTED]

## 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:

The City must ensure that all gate barriers on the Victoria Rail Trail between Knox Crescent and Northline Road remain closed and locked year-round. This is a priority public safety issue because the operators of snowmobiles and other motorized vehicles who use this area of the trail system are travelling at high rates of speed and disobeying the stop signs, the pedestrian slow signs, the children at play crossing signs and the 20km/h maximum speed signs. This is a clearly posted high pedestrian traffic area with numerous vehicle crossings and year-round residences immediately bordering the trail in this area. The current dangers to the public's safety in this area will be significantly reduced by the securing of these gate barriers on a year-round basis.

#	Name	Contact Information	Signature
1	Michael Hoskin	michaeljh@live.ca	[Signature]
/		705-878-6102	
2	Delborch BRUYNS	dbruyns@hotmail.com	[Signature]
/		705-878-2823	
3	Mike Hollinger	705-857-4917	[Signature]
/		Hollingers@sympatico.ca	
4	Deanna Hollinger	306-768-5020	[Signature]
5	Don Barker	705 308-6177	
		donaldwbarker@gmail.com	
6	Shirley Hackett	705-887-1707	[Signature]
7	Shirley Hackett	ihackett@rogers.com	[Signature]
8	Michelle Williams	705-887-6301	[Signature]
9	JAMES HETHERINGTON	416-219-5217	[Signature]
	Sheila Hetherington	416 566-4071	[Signature]
	Maide Williams	[Signature]	[Signature]

williamshe@smm.com  
williamshe@gmail.com

Page 1 of 5

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 City Clerk at 705.324.9411 ext. 1295.

Person Submitting the Petition

RECEIVED

Name:	People of Thurstonia, Pleasant Point and Cedar Glen
Address:	18 Viamede Street Dunsford ON
Phone:	705-344-1256

OFFICE OF THE CITY CLERK  
KAWARTHA LAKES

**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:

We the residents of Thurstonia, Pleasant Point and Cedar Glen are very concerned about the proposed City Docking Policy. It will result in the massive reduction of docks in Thurstonia, increased fees and boathouse restrictions in Pleasant Point and legal issues for Cedar Glen residents. We hereby request that Council NOT impose anymore policies on these areas.

#	Name	Contact Information	Signature
1	Pearl Hellowell	705-793-1751	P. Hellowell
2	Doug Hellowell	705-793-1751	D. Hellowell
3	Kevin Thompson	705-344-9734	Kevin Thompson
4	Nicci Hellowell	289-923-1075	N. Hellowell
5	John Connor	289-923-1071	John Connor
6	[REDACTED]	[REDACTED]	
7	[REDACTED]	[REDACTED]	
8	[REDACTED]		
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Page \_\_ of \_\_

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 City Clerk at 705.324.9411 ext. 1295.

See Back Page →



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

## **By-Law 2021-**

### **A By-Law to Appoint an Administrator Under The Ontario Works Act, 1997 for The City of Kawartha Lakes and to Repeal and Replace By-Law 2008- 038**

#### **Recitals**

1. Section 43 of the Ontario Works Act, 1997 requires Council, as a delivery agent, to appoint an administrator to oversee the administration of that Act and the provision of assistance in its geographic area.
2. Council considers it advisable to appoint an administrator under the Ontario Works Act, 1997 for the City of Kawartha Lakes.
3. This By-Law confirms that appointment in accordance with the Act.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-Law 2021-\_\_\_\_\_.**

#### **Section 1.00: Definitions and Interpretation**

##### **1.01 Definitions:** In this By-Law,

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

**“Council”** means the Council of the City of Kawartha Lakes.

**“Director of Human 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.

- ##### **1.02 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.

#### **Section 2.00: Appointment**

- ##### **2.01 Administrator:**
- Janine Mitchell is appointed as the Administrator for the Ontario Works Program for the City of Kawartha Lakes in accordance with Section 43 of the Ontario Works Act, 1997.

- ##### **2.02 Reporting Relationship:**
- Janine Mitchell shall report to and be under the direction of the City’s Director of Human Services.

## **Section 3.00: Administration and Effective Date**

- 3.01 **Administration of the By-Law:** The Director of Human Services is responsible for the administration of this By-Law.
- 3.02 **Effective Date:** This By-Law comes into force on the date that it receives third reading and is passed.

## **Section 4:00: Repeals**

- 4.01 **Repeal:** By-Law 2008-038, a By-Law to Appoint an Administrator Under The Ontario Works Act, 1997 for The City of Kawartha Lakes, is repealed.

By-Law read a first, second and third time, and finally passed, this 23rd day of March, 2021.

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Mayor

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Clerk

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

## **By-Law 2021-xxx**

### **A By-Law To Amend By-Law 2016-112 Being a By-Law to Regulate and Govern The Standards For Maintaining And Occupying Property Within Kawartha Lakes.**

#### **Recitals**

1. The federal Cannabis Act authorizes residents and commercial business to grow cannabis as regulated, on certain properties in the City of Kawartha Lakes.
2. The City of Kawartha Lakes' Municipal Law Enforcement Division and other enforcement agencies have seen an increase in farm and residential properties being used to grow Cannabis.
3. The Farming and Food Production Protection Act, 1998 provides that no municipal by-law applies to restrict a normal farm practice carried on as part of an agricultural operation.
4. Council considers it advisable to amend Property Standards By-Law 2016-112 within the constraints provided by the Farming and Food Production Protection Act, 1998, in order to regulate property use so that cannabis cultivation occurs in a manner that addresses public nuisance and health.
5. While the existing Property Standards By-Law provides amelioration of odours and light in industrial zones, it fails to address these concerns on residential and agricultural property.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2020-xxx.**

#### **Section 1.00: Definitions and Interpretation**

**1.01 Definitions:** Section 1.01 will be amended to include the following definitions:

- (a) **“Cannabis”** shall have the same meaning as Cannabis as defined in the Cannabis Act.
- (b) **“Cannabis Processing”** means an operation that includes the application of manual, mechanical or chemical methods, it is transformed into another form.
- (c) **“Cannabis Related Activity”** means growing, harvesting, processing, extracting, packaging, or otherwise making ready for sale, testing, destroying, storing, shipping, permitting consumption or sale of cannabis or cannabis products.

- (d) **“Noxious Odour”** mean odours from activities emanating from a property that is persistent or continuous and is likely to interfere with the normal and reasonable use of another property
- (e) **“Odour Abatement Protocol”** means a combination of methods, practices, equipment and technologies designed for the purpose of eliminating the emission and emanation of Noxious Odours from a property,

## **Section 2.00: Amendments to the Standards for All Properties**

### **2.01: Section 3.28 “Light Penetration” which reads:**

“Every Owner shall provide and maintain effective barriers to prevent the light from lamp standards, signs, vehicle head-lamps and other sources from shining directly into a Dwelling Unit” will be amended by adding the word “or” following the word “Unit”, by replacing “on” with “onto a”, so that it reads as follows: “Every Owner shall provide and maintain effective barriers to prevent the light from lamp standards, signs, vehicle head-lamps and other sources from shining directly into a Dwelling Unit or onto a neighbouring property. Notwithstanding the foregoing, normal farm practices occurring on agriculturally-zoned land are exempt from this provision, pursuant to the Farm and Food Production Protection Act, 1998, and the term “normal farm practices” shall be as set out in that Act.”

- 2.02 Section 5.04, “Ventilation Requirement”, will be removed from section 5, which applies only to non-residential and mixed-use buildings, and placed in new section 3.28, as section 3 applies to all buildings. The paragraph will be amended so that it reads as follows: “Every Owner of a Residential, Non-residential or Mixed Use Building shall ensure that it is adequately ventilated by natural or mechanical means and with regard to the operations carried on within the Building, to ensure that persons within the Building are not exposed to conditions harmful to their health or safety.”

- 2.03 Section 5.06 **“Ventilation Equipment”**, will be removed from section 5 and placed in new section 3.29. The paragraph will be amended so that it reads as follows: “Every Owner of a Residential, Non-residential or Mixed Use Building shall ensure that all of the mechanical ventilating equipment and the supports for that equipment are maintained in good repair and in a safe mechanical condition.”

- 2.04 A new section 3.30 will be added: **“Cannabis Related Activity:** Where a Cannabis Related Activity is permitted on a property which occurs in a green house or building or other structure, the Owner or Occupier shall ensure that a ventilation system is installed to filter and exhaust the Noxious Odours.”

- 2.05 Section 5.07 will be removed from section 5 and placed in new section 3.31, with amendments so that it reads as follows: **“Exhaust of Noxious and Other Substances:** Where a system of mechanical ventilation or Odour Abatement Protocol which exhausts noxious fumes, odours, gases, dust or sawdust from a Building is installed, the Owner shall ensure that the discharge from the system terminates above the roof line of the Building, and not less than three (3) metres (equivalent to nine point eight (9.8’) feet) clear of any skylight, window, ventilator or other opening into that or another Building, and is operated in a manner so as not to constitute a Nuisance. Notwithstanding the foregoing, normal farm practices occurring on agriculturally-zoned land are exempt from this provision, pursuant to the Farm and Food Production Protection Act, 1998, and the term “normal farm practices” shall be as set out in that Act.”

### **Section 3.00: Administration and Effective Date**

- 3.03 **Effective Date:** This By-law shall come into force and take effect on the date it is passed.

By-law read a first, second and third time, and finally passed, this xx day of xxx, 2021.

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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 2021 -**

### **A By-law to Amend the Township of Somerville Zoning By-law No. 78-45 to Rezone Land within the City of Kawartha Lakes**

File D06-2021-002, Report PLAN2021-011, respecting Part Lot 54, Front Range, geographic Township of Somerville, identified as 41 Shadow Lake Road 16.

#### **Recitals**

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.
2. Council has received an application to amend the categories and provisions relating to a specific parcel of land.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to rezone the Property.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2021-\_\_.**

#### **Section 1.00: Zoning Details**

- 1.01 **Property Affected:** The Property affected by this by-law is described as Part Lot 54, Front Range, geographic Township of Somerville, City of Kawartha Lakes.
- 1.02 **Textual Amendment:** By-law No. 78-45 of the Township of Somerville is further amended by adding the following subsection to 9.3:

“9.3.8 Rural General Exception Eight (RG-8) Zone

  - a. Notwithstanding the definition of front lot line within Section 19, the lot line abutting Base Line Road shall be the front lot line.
  - b. Notwithstanding article 9.2 a, the minimum lot size shall be 5 hectares.

All other provisions of the RG Zone and By-law apply.”
- 1.03 **Textual Amendment:** By-law No. 78-45 of the Township of Somerville is further amended by adding the following subsection to 5.3:

“5.3.17 Limited Service Residential Exception Sixteen (LSR-16) Zone

  - a. Notwithstanding the definition of a street, road or highway within Section 19, on land zoned “LSR-16”, a private right-of-way shall not be defined as a street, road, or highway.
  - b. Notwithstanding article 5.2 b, the minimum lot frontage is 21 metres.

- c. In addition to the requirements in subsection 5.2, the following article applies:
  - i. Minimum setback requirement from Shadow Lake Road 16 7.5 m
- d. Notwithstanding article 18.1.2 (a), an accessory building may be erected within a front yard.
- e. In addition to the applicable General Provisions and LSR Zone requirements an accessory building shall comply with article 5.3.17 c. All other provisions of the LSR Zone and By-law apply.”

1.04 **Textual Amendment:** By-law No. 78-45 of the Township of Somerville is further amended by adding the following subsection to 5.3

“5.3.18 Limited Service Residential Exception Seventeen (LSR-17) Zone

- a. Notwithstanding subsection 5.1, land zoned “LSR-17” shall only be used for uses, buildings, and structures accessory to a dwelling on land zoned “RG-8”.
- b. Notwithstanding the definition of a lot in Section 19, land zoned “LSR-17” Zone shall be considered a lot for the purposes of applying the applicable Zone and By-law provisions.
- c. Notwithstanding subsection 5.2, land zoned “LSR-17” shall be subject to the following requirements:
  - i. Minimum lot area 300 sq.m
  - ii. Minimum lot frontage 6 m
  - iii. Minimum side yard 1.2 m
  - iv. Maximum number of accessory buildings 2

All other provisions of the By-law apply.”

1.05 **Schedule Amendment:** Schedule ‘A’ to By-law No. 78-45 of the Township of Somerville is further amended to change the zone category on the property from Limited Service Residential (LSR) Zone and Rural General (RG) Zone to Limited Service Residential Exception Sixteen (LSR-16) Zone, Limited Service Residential Exception Seventeen (LSR-17) Zone and Rural General Exception Eight (RG-8) Zone for the land referred to as LSR-16, LSR-17, and RG-8, as shown on Schedule ‘A’ attached to this By-law.

## **Section 2.00:     Effective Date**

2.01     **Effective Date:** This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 34 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 \_\_\_\_\_, 2021.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk



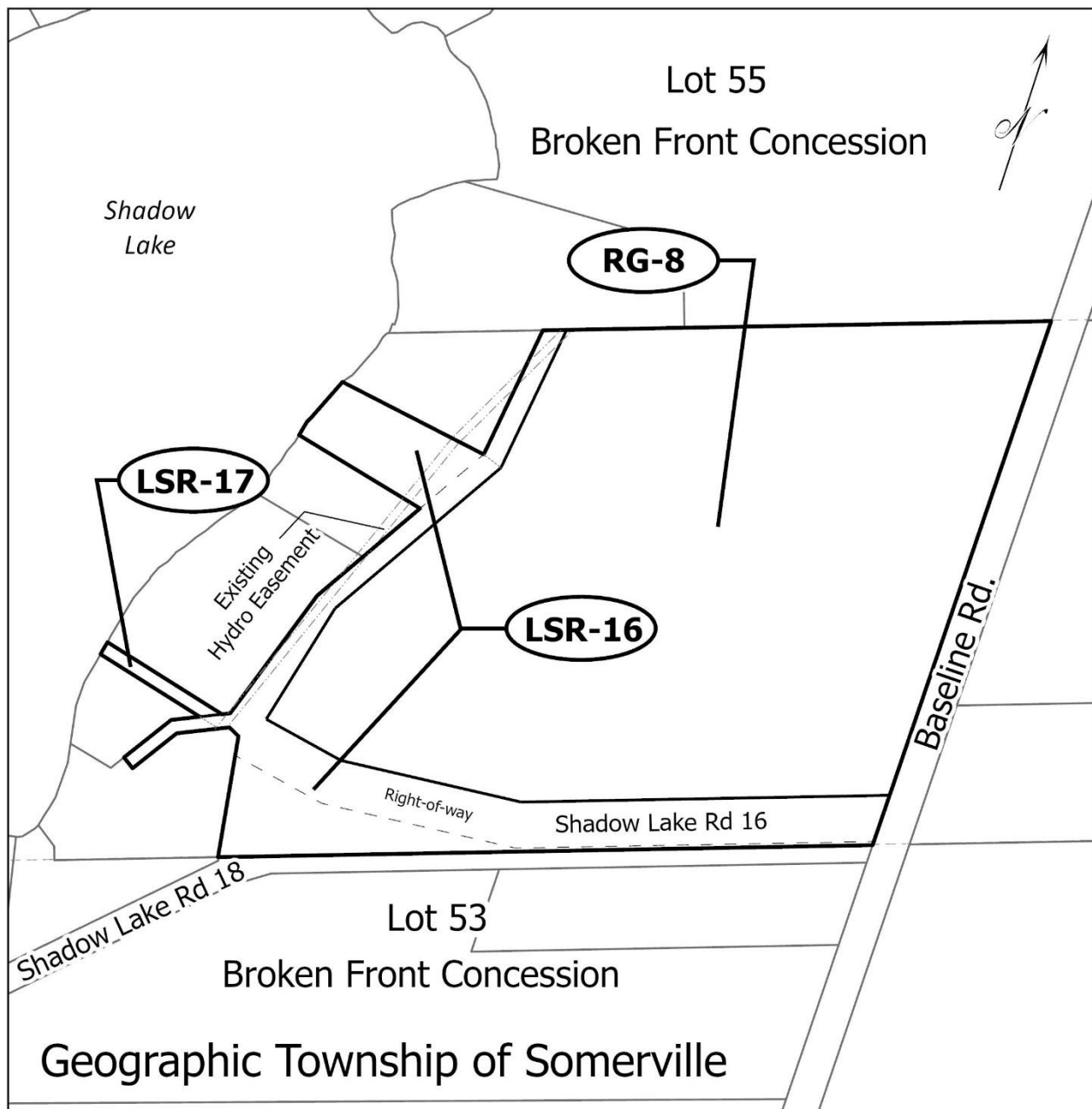
THE CORPORATION OF THE CITY OF

## KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW \_\_\_\_\_ PASSED

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

MAYOR \_\_\_\_\_ CLERK \_\_\_\_\_



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

## **By-Law 2021 -**

### **A By-Law To Amend The Township of Mariposa Zoning By-Law No. 94-07 To Rezone Land Within The City Of Kawartha Lakes**

File D06-2020-004, Report PLAN2021-010, respecting Part Lot 10, Concession 12, being Part 1, Registered Plan 57R-6739, geographic Township of Mariposa, identified as 1095 White Rock Road – Bedard Sand and Gravel Limited

#### **Recitals:**

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land. Section 36 of the Planning Act authorizes Council to place a Holding (H) symbol on any zoning category assigned to property. The purpose of the Holding (H) symbol is to restrict the use of the property until conditions imposed by Council have been met.
2. Council has received an application to amend the categories and provisions relating to a specific parcel of land to Zone to permit a quarry operation on the subject land to facilitate an application for a Category 1 and 2 Aggregate License, being a Class “A” pit and quarry operation below the water table, in addition to the existing permitted sand and gravel pit operation and to request a recyclables storage area as a permitted use on the subject land. A Holding (H) symbol shall be applied to ensure the owner submits a License Application under the Aggregate Resources Act and the City is satisfied with the submitted Site Plans.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to rezone the Property.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2021-\_\_.**

#### **Section 1:00 Zoning Details**

- 1.01 **Property Affected:** The Property affected by this by-law is described as Part Lot 10, Concession 12, being Part 1, Registered Plan 57R-6739, geographic Township of Mariposa, City of Kawartha Lakes.
- 1.02 **Textual Amendment:** By-law No. 94-07 of the Township of Mariposa is further amended to add the following section to Section 21.3:
  - “21.3.9 EXTRACTIVE INDUSTRIAL EXCEPTION NINE (M3-9) ZONE
  - 21.3.9.1 Notwithstanding subsection 21.1.1, land zoned M3-9 may also be used for a quarry.

- 21.3.9.2 Notwithstanding subsection 21.1.1, on land zoned M3-9, a recyclables storage area is permitted for reclaimed materials such as aggregate products, asphalt, concrete and brick, which may be imported to the property for processing and temporarily stored for sale.
- 21.3.9.3 Notwithstanding subsection 21.2.1.3, on land zoned M3-9, a rear excavation setback of 0 metres is permitted for a pit and 5 metres is permitted for a quarry along the westerly lot line abutting an existing licensed pit.
- 21.3.9.4 Until the holding provision has been removed, the only permitted uses shall be limited to existing permitted uses.
- 21.3.9.5 On land zoned M3-9(H), the removal of the (H) holding symbol shall be in accordance with the following:
- (a) Submission to the Ministry of Natural Resources and Forestry of an Application for a License under the Aggregate Resources Act for the proposed quarry; and
  - (b) Submission of Aggregate Resources Act Site Plans to the satisfaction of the City.”
- 1.03 **Schedule Amendment:** Schedule ‘A’ to By-law No. 94-07 of the Township of Mariposa is further amended to change the zone category from the Extractive Industrial (M3) Zone to the Extractive Industrial Exception Nine Holding [M3-9 (H)] Zone for the land referred to as ‘M3-9(H)’, as shown on Schedule ‘A’ attached to this By-law.

## **Section 2:00 Effective Date**

- 2.01 **Effective Date:** This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Sections 34 and 36 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 \*\*\*, 2021.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

THE CORPORATION OF THE CITY OF

## KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW \_\_\_\_\_ PASSED

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

MAYOR \_\_\_\_\_ CLERK \_\_\_\_\_

Geographic Township of  
Mariposa

Concession 13

White Rock Rd.



Black School Rd.

**M3-9(H)**

Lot 9

Lot 10  
Concession 12

Lot 11

White Rock Rd.

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

## **By-Law 2021 -**

### **A By-law to Amend the Township of Manvers Zoning By-law No. 87-06 to Rezone Land within the City of Kawartha Lakes**

File D06-2020-009, Report PLAN2021-012, respecting Part Lot 3, Concession 8, geographic Township of Manvers, identified as 174 Highway 7A.

#### **Recitals**

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.
2. Council has received an application to amend the categories and provisions relating to a specific parcel of land.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to rezone the Property.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2021-\_\_.**

#### **Section 1.00: Zoning Details**

1.01 **Property Affected:** The Property affected by this by-law is described as Part Lot 3, Concession 8, geographic Township of Manvers, City of Kawartha Lakes.

1.02 **Textual Amendment:** By-law No. 87-06 of the Township of Manvers is further amended by adding the following subsection to 12.4:

“(g) Notwithstanding subsection 12.1, on land zoned C1-S7 the permitted uses shall also include a contractor’s shop.

A contractor’s shop shall be defined as: a building or part thereof where equipment and materials of a contractor are stored and/or where a contractor performs office, maintenance, or assembly work, and may include the outdoor storage of equipment or materials accessory to the building, but does not include any other use or activity otherwise defined herein.

Outdoor storage shall be within the interior side or rear yard and subject to all yard and setback provisions of the C1-S7 Zone and landscaping provisions in subsection 20.14.

Notwithstanding the definition of front lot line within Section 21, on land zoned C1-S7 the front lot line shall be defined as the north lot line dividing the lot from the highway.

Notwithstanding subsections 12.2 and 20.12, on land zoned C1-S7 the following requirements shall apply:

- |       |  |      |
|-------|--|------|
| (i)   | Minimum front yard                         | 10 m |
| (ii)  | Minimum flankage yard                      | 6 m  |
| (iii) | Minimum side yard                          | 6 m  |
| (iv)  | Minimum number of parking spaces           | 12   |
| (v)   | Minimum aisle width for north parking area | 4 m  |
| (vi)  | Minimum aisle width for south parking area | 6 m  |

Notwithstanding the portion of subsection 20.13 that specifies loading space locations, a loading space may be located upon a driveway.

Notwithstanding the portion of subsection 20.14(b) specifying the landscaped buffer to be a continuous unpierced hedgerow of evergreens or shrubs not less than 1.5 metres high at the time of planting, alternative spacing and vegetation composition may be provided where required in the site plan.

All other provisions of the C1 Zone and the By-law shall apply to land zoned C1-S7.

On land zoned C1-S7 the removal of the (H) holding symbol shall require the owner to enter into a site plan agreement with the City for any development on the land.”

- 1.03 **Schedule Amendment:** Schedule ‘A’ to By-law No. 87-06 of the Township of Manvers is further amended to change the zone category on the property from General Commercial (C1) Zone to General Commercial Special Seven Holding (C1-S7(H)) Zone for the land referred to as C1-S7(H), as shown on Schedule ‘A’ attached to this By-law.

## **Section 2.00: Effective Date**

- 2.01 **Effective Date:** This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 34 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 \_\_\_\_\_, 2021.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk

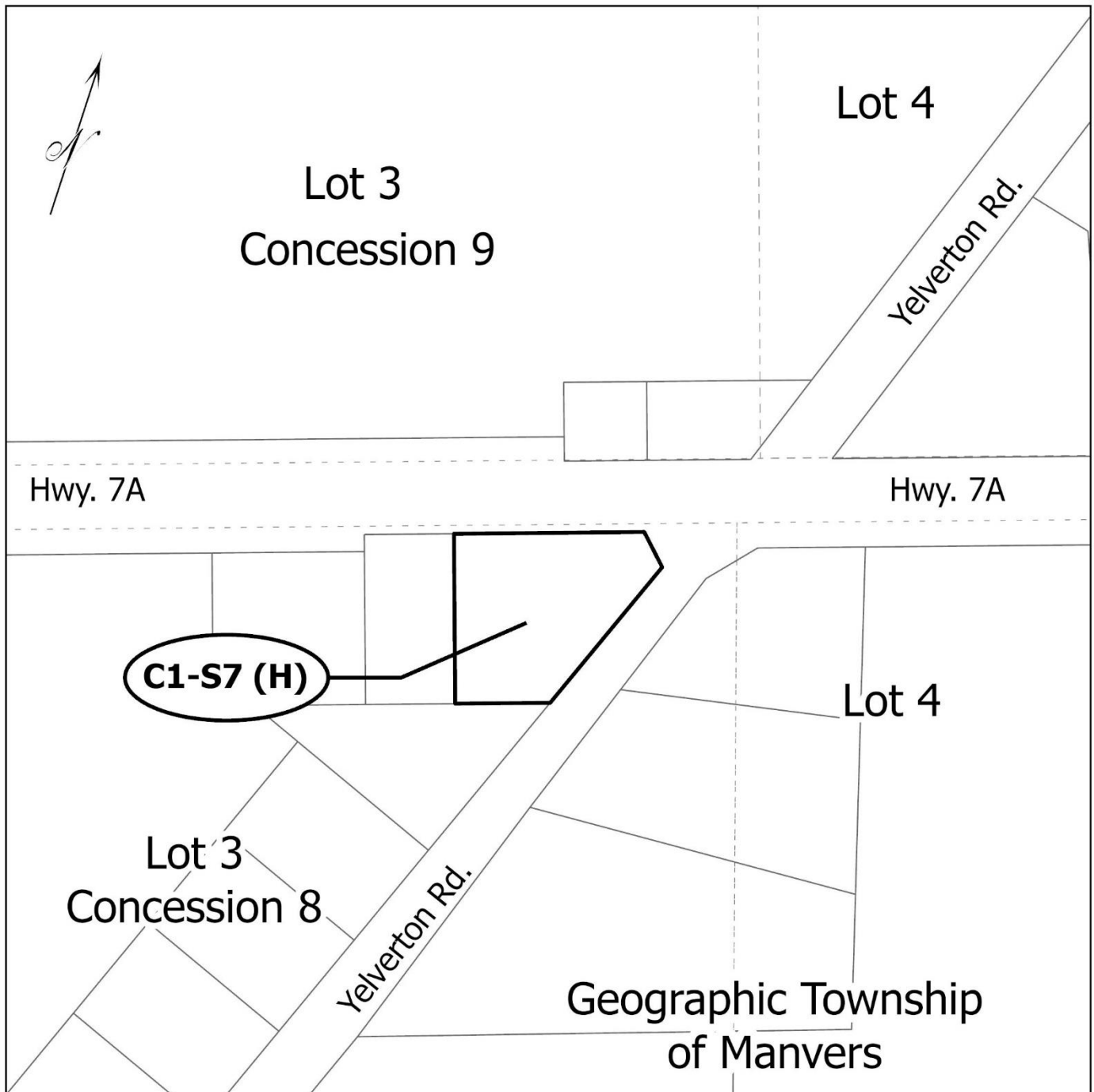
THE CORPORATION OF THE CITY OF

## KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW \_\_\_\_\_ PASSED

THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2021.

MAYOR \_\_\_\_\_ CLERK \_\_\_\_\_



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

## **By-Law 2021-**

### **A By-law to Amend By-law 2018-039, being a By-law to Regulate Water and Wastewater Services in the City of Kawartha Lakes**

#### **Recitals**

1. On February 16, 2021, Council approved the 2021 Water and Wastewater Budget, which approved the 2021 Water/Wastewater rates. Schedule A to this By-law has been updated accordingly.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2021-      .**

#### **Section 1.00: Definitions and Interpretation**

##### **1.01 Definitions:**

All defined terms in the amending By-law take their meaning from By-law 2018-039 of the City of Kawartha Lakes.

##### **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: Amendment Details**

##### **2.01 Amendments:**

Schedule A has been amended to reflect 2021 Water/Wastewater rates.

#### **Section 3.00: Administration and Effective Date**

- 3.01 **Administration of the By-law:** The Director of Public Works and the Treasurer, or designee, is responsible for the administration of this by-law.



3.02 **Effective Date:** This By-law shall come into force on **April 1, 2021**.

By-law read a first, second and third time, and finally passed, this        day of       , 2021.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk



Schedule A - 2021  
Water and Wastewa

## Schedule “A” - Water and Sewer Rates

### 2021 Water Rates

**Calculated Annual Flat Rate**      \$877.36/annum invoiced quarterly (based on an average consumptive usage of 178 m<sup>3</sup> and including Water Fixed Rate)

**All Metered Water System Users**      Fixed Rate plus Consumption listed below:

#### Fixed Rate

Meter Size	Monthly Charge
5/8 – 3/4”	\$31.58
1”	\$41.09
1 1/2”	\$52.83
2”	\$85.10
3”	\$322.81
4”	\$410.84
6”	\$616.23
8”	\$850.98

#### Consumption Rate

**Per Cubic Meter**      \$2.80000

**Per Cubic Foot**      \$0.07929

## Bulk Water Fees

Phased in bulk water rates, with annual approved consumption rate plus annual percentage

	2018	2019	2020	2021
<b>Per Cubic Meter</b>	\$3.26064  (20% increase over Consumption Rate)	Consumption Rate + 30%	Consumption Rate + 40%	Calculated Annual Flat Rate / Estimated Average Consumption (m <sup>3</sup> )

## 2021 Sewer Rates

### Calculated Annual Flat Rate

\$642.80/annum invoiced quarterly (based on an average consumptive usage of 178 m<sup>3</sup> including Sewer Fixed Rate)

### All Metered Sewer System Users

Fixed Rate plus Consumption listed below:

### Fixed Rate

Meter Size	Monthly Charge
5/8 – 3/4"	\$31.02
1"	\$41.14
1 1/2"	\$54.46
2"	\$87.72
3"	\$332.73
4"	\$423.48
6"	\$635.73
8"	\$877.13

### Consumption Rate

**Per Cubic Meter**    \$1.52000  
**Per Cubic Foot**    \$0.04304

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

## **By-Law 2021-\_\_\_\_**

### **A By-Law To Temporarily Amend All Zoning By-Laws Within The City Of Kawartha Lakes**

#### **Recitals:**

1. Section 39 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate temporary zoning categories and provisions assigned to land.
2. Council has received requests for temporary patios during the COVID-19 pandemic and wishes to grant temporary approvals to allow these businesses to gradually reopen and re-establish themselves.
3. A public meeting is not required to solicit public input, pursuant to Section 2 of Ontario Regulation 345/20 to the Reopening Ontario (A Flexible Response to Covid-19) Act, 2020, S. O. 2020, c. 17, formerly under the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9.
4. The Corporation of the City of Kawartha Lakes is in Stage 3 of economic reopening pursuant to the Reopening Ontario (A Flexible Response to Covid-19) Act, 2020, S. O. 2020, c. 17. Ontario Regulation 364/20 "Rules for Areas in Stage 3" provides restrictions regarding the provision of food and drink on restaurant patios.
5. Council deems it appropriate to approve this Temporary Use By-law.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2021-\_\_\_\_.**

#### **Section 1:00 Zoning Details**

- 1.01 **Property Affected:** The Property affected by this by-law is described as all the lands within the geographic boundary of the City of Kawartha Lakes.
- 1.02 **Textual Amendment:** By-law No. 93-09 of the Township of Bexley, By-law No. 16-78 of the Village of Bobcaygeon, By-law No. 79-02 of the Township of Carden, By-law No. 10-77 of the Township of Dalton, By-law No. 94-14 of the Township of Eldon, By-law No. 1996-30 of the Township of Emily, By-law No. 89-25 of the Village of Fenelon Falls, By-law No. 12-95 of the Township of Fenelon, By-law No. 32-83 of the United Township of Laxton, Longford and Digby, By-law No. 2000-75 of the Town of Lindsay, By-law No. 87-06 of the Township of Manvers, By-law No. 2005-133 of the Oak Ridges Moraine, By-law No. 94-07 of the Township of Mariposa, By-law No. 1993-15 of the Village of Omemee, By-law No. 93-30 of the Township of Ops, By-law No. 78-45 of the Township of Somerville, By-law No. 6-87 of the Township of Verulam, and By-law No. 1993-9 of the Village of Woodville are further amended by adding the following Sections:

“1.1 Notwithstanding Sections 2, 3, 14, and 15 of By-law No. 93-09 of the Township of Bexley, Sections 2, 3, 11 and 12 of By-law No. 16-78 of the Village of Bobcaygeon, Sections 8, 14 and 15 of By-law No. 79-02 of the Township of Carden, Sections 9, 14 and 15 of By-law No. 10-77 of the Township of Dalton, Sections 2, 3, 14, and 15 of By-law No. 94-14 of the Township of Eldon, Sections 2, 3, 14 and 15 of By-law No. 1996-30 of the Township of Emily, Sections of By-law No. 89-25 of the Village of Fenelon Falls, Sections 2, 3, 16 and 17 of By-law No. 12-95 of the Township of Fenelon, Sections 10, 11, 18 and 19 of By-law No. 32-83 of the United Township of Laxton, Longford and Digby, Sections 4, 5, 12, and 14 to 20 of By-law No. 2000-75 of the Town of Lindsay, Sections 12, 13, 20 and 21 of By-law No. 87-06 of the Township of Manvers, Sections 3, 5, 6 and 14 of By-law No. 2005-133 of the Oak Ridges Moraine, Sections 2, 3, 16 and 17 of By-law No. 94-07 of the Township of Mariposa, Sections 2, 3, 12, and 13 of By-law No. 1993-15 of the Village of Omemee, Sections 2, 10 and 19 of By-law No. 93-30 of the Township of Ops, Sections 10, 11, 18 and 19 of By-law No. 78-45 of the Township of Somerville, Sections 4, 5, 11 and 12 of By-law No. 6-87 of the Township of Verulam, and Sections 2, 3, 10 and 11 of By-law No. 1993-9 of the Village of Woodville, the provisions in this By-law shall apply to all affected lands within the City of Kawartha Lakes. All other provisions of these By-laws, unless specifically modified/amended by this Section, continue to apply to the lands subject to this Section.

#### 1.1 Special Outdoor Patio Zone Standards

Outdoor patios accessory to an existing permitted restaurant or eating establishment may be permitted within a parking area subject to the following:

- a) The maximum size of an outdoor patio is 300 sq.m.
- b) An outdoor patio associated with a restaurant shall be exempt from parking requirements.
- c) An outdoor patio shall not occupy a required fire route.
- d) An outdoor patio shall not occupy accessible parking spaces. Where this is not possible, then additional accessible parking space shall be temporarily placed elsewhere on the parking lot in proximity to the main patio entrance.
- e) An outdoor patio shall be set back a minimum of 7.5 metres from a residential, institutional, or community facility zone.
- f) An outdoor patio shall be set back a minimum 0 metre front yard setback, a minimum 1.2 metre side yard setback and a minimum 3.0 metre rear yard and exterior side yard setback.
- g) Any parking deficiencies resulting from an outdoor patio shall be suspended through this provision.
- h) An outdoor patio shall be demarcated by fencing.
- i) An outdoor patio shall have unobstructed access for all persons for accessible purposes.
- j) An outdoor patio shall be licensed by the City.”

## **Section 2:00      Effective Date**

2.01    **Effective Date:** This By-law shall come into force and take effect on the date it is finally passed and shall expire on January 1, 2023, at 3:00 am, subject to the provisions of Section 39 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this 23rd day of March, 2021.

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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 2021-**

### **A By-Law to Confirm the Proceedings of a Regular Meeting of Council, Tuesday, March 23, 2021**

#### **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 2021-XXX.**

#### **Section 1.00: Confirmation**

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

##### **Tuesday, March 23, 2021, 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 23<sup>rd</sup> day of March 2021.

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Andy Letham, Mayor

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Cathie Ritchie, City Clerk