

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

CW2024-09

Tuesday, November 5, 2024

Open Session Commencing at 10:00 a.m.

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Mayor Doug Elmslie

Deputy Mayor Charlie McDonald

Councillor Ron Ashmore

Councillor Dan Joyce

Councillor Mike Perry

Councillor Tracy Richardson

Councillor Eric Smeaton

Councillor Pat Warren

Councillor Emmett Yeo

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1. Call to Order

Mayor Elmslie called the Meeting to order at 10:00 a.m Deputy Mayor C. McDonald and Councillors R. Ashmore, D. Joyce, M. Perry and P. Warren were in attendance in Council Chambers.

Councillor E. Yeo attended electronically at 10:41 p.m.

Absent: Councillors E. Smeaton and E. Yeo.

CAO R. Taylor, Deputy Clerk J. Watts, Deputy Clerk S. O'Connell, Directors L. Barrie, J. Johnson, B. Robinson, J. Rojas and Paramedic Chief S. Johnston were also in attendance in Council Chambers.

City Solicitor R. Carlson was in attendance electronically.

2. Adoption of Agenda

CW2024-185

Moved By Councillor Richardson

Seconded By Councillor Warren

That the Agenda for the Committee of the Whole of Tuesday, November 5, 2024, be adopted as circulated and with the following amendment:

Addition:

Item 9.1 being a deputation by David Johnston and Jim Webster regarding the Growth Management Strategy Update, being Item 11.1 on the Agenda

Carried

3. Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

4. Deputations

5. Correspondence

6. Presentations

6.1 COW2024-09.6.1

Economic Development Strategy 2025-2029 Presentation

Rebecca Mustard, Manager of Economic Development

Ian Duff, President, McSweeney and Associates Consulting

Rebecca Mustard, Manager of Economic Development, and Ian Duff, President of McSweeney and Associates Consulting, provided an overview of the Economic Development Strategy for 2025-2029. The overview included a summary of the steps that lead to the Strategy for 2025-2029.

The Strategy includes five main priorities, being:

- Strategic Priority 1: Stimulate Investment in Business, Visitors and Cultural Sectors
- Strategic Priority 2: Invest to Support Vibrant Emerging and Established Businesses and Cultural Organizations
- Strategic Priority 3: Invest to Foster a Skilled Sustainable Workforce
- Strategic Priority 4: Invest in Places of Economic and Cultural Activity
- Strategic Priority 5: Invest in Resources to Support an Exceptional Economic Development Program

CW2024-186

Moved By Councillor Perry

Seconded By Councillor Ashmore

That the presentation by Rebecca Mustard, Manager of Economic Development and Ian Duff, President of McSweeney and Associates Consulting, **regarding the Economic Development Strategy 2025-2029**, be received; and

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

Carried

6.1.1 Report ED2024-041

Economic Development Strategy 2025-2029

Rebecca Mustard, Manager, Economic Development

CW2024-187

Moved By Councillor Joyce

Seconded By Councillor Richardson

That Report ED2024-041, **Economic Development Strategy 2025-2029**, be received;

That the Economic Development Strategy 2025-2029 as outlined in Appendix B to Report ED2024-041 be approved; and

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

Carried

6.2 COW2024-09.6.2

Phase Two - Cultural Centre Feasibility Study Findings Presentation

Donna Goodwin, Economic Development Officer - Arts and Culture

David Morrison, Chair, Cultural Centre Feasibility Task Force

Mitchell May, Associate, Giaimo

Donna Goodwin, Economic Development Officer - Arts and Culture, David Morrison, Chair of the Cultural Centre Feasibility Task Force and Mitchell May, an Associate with Giaimo Consulting, provided an overview of the phase two findings for the Cultural Centre Feasibility Study.

The overview provided a summary of the research and analysis that was undertaken during phase two (2) of the Cultural Centre Feasibility Study, in collaboration with the Cultural Centre Feasibility Task Force. The research and analysis that was completed resulted in five recommendations from the Task Force for phase three (3) of the cultural centre project, being:

- Move forward with phase three (3) of the cultural centre project (including acquisition of property, design, build, determine users and governance through a hybrid governance model)
- Budget for phase three (3) of the cultural centre project
- Determine the steps to be taken in phase three (3) of the cultural centre project
- Establish a Cultural Centre Task Force for phase (3) of the cultural centre project
- The inclusion of Archives within the cultural centre

CW2024-188

Moved By Deputy Mayor McDonald

Seconded By Councillor Warren

That the presentation by Donna Goodwin, Economic Development Officer - Arts and Culture, David Morrison, Chair of the Cultural Centre Feasibility Task Force, and Mitchell May, Associate with Giaimo, **regarding Phase Two - Cultural Centre Feasibility Study Findings**, be received; and

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

Carried

6.2.1 Report ED2024-044

Phase Two - Cultural Centre Feasibility Study Findings

Donna Goodwin, Economic Development Officer - Arts and Culture

CW2024-189

Moved By Councillor Richardson

Seconded By Councillor Warren

That Report ED2024-044, **Phase Two – Cultural Centre Feasibility Study Findings**, be received;

That the Cultural Centre Feasibility Study and its Appendices attached as Appendix A and B to Report ED2024-044, be endorsed;

That Staff be directed to proceed to Phase Three (3) of the Cultural Centre Project, being site selection and design to develop the Cultural Centre, located on municipal water/wastewater services with a municipal operating model supported by hybrid governance model as detailed in the Task Force findings attached as Appendix C to Report ED2024-044;

That Staff report back to Council by end of Q2 2025 for Phase Three (3) next steps and implementation plan;

That Council thank the members of the Cultural Centre Feasibility Study Task Force for their participation on the Task Force, being David Morrison, Christina Charpentier, Darcie Kennedy, Patrick Murphy, Tim Wiesner, Lisa Graves, and Laurie Dillion-Schalk and disband the Task Force; and

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

Carried

6.3 COW2024-09.6.3

Community Signage Update Presentation

Rebecca Mustard, Manager, Economic Development

Cheri Davidson, Manager, Communications, Advertising and Marketing

Rebecca Mustard, Manager of Economic Development, provided an overview the existing signage that is in place to identify communities, municipal entrances, service clubs, municipal programming, community events and municipal buildings and property throughout Kawartha Lakes. It was noted that the existing signage lacks continuity and some of the signage has fallen into disrepair due to age. Staff aim to develop a coordinated and strategic approach to signage that will include:

- The establishment of a criteria for warrant and location of signs
- The design of the creative and technical requirements for signs
- The development a schedule for sign installation and maintenance
- The development a framework for a municipal and tourism wayfinding sign program; and
- Provide a proposed signage program budget

Staff plan to return to Council by the end of 2025 with a draft Signage Strategy.

CW2024-190

Moved By Councillor Warren

Seconded By Councillor Joyce

That the presentation by Rebecca Mustard, Manager of Economic Development, and Cheri Davidson, Manager of Communications, Advertising and Marketing, **regarding a Community Signage Update**, be received; and

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

Carried

6.3.1 Report ED2024-042

Community Signage Update

Rebecca Mustard, Manager, Economic Development

CW2024-191

Moved By Deputy Mayor McDonald

Seconded By Councillor Richardson

That Report ED2024-042, **Community Signage Update**, be received for information; and

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

Carried

7. The Meeting will Recess at 12:00 p.m. and Reconvene at 1:00 p.m.

The Meeting recessed at 12:04 p.m.

Mayor Elmslie reconvened the Meeting at 1:00 p.m Deputy Mayor C. McDonald and Councillors R. Ashmore, D. Joyce, M. Perry and P. Warren were in attendance in Council Chambers.

Councillor E. Yeo was in attendance electronically.

Absent: Councillor E. Smeaton.

CAO R. Taylor, Deputy Clerk J. Watts, Deputy Clerk S. O'Connell, Directors L. Barrie, C. Faber, J. Johnson, B. Robinson, J. Rojas, Fire Chief T. Jones and Paramedic Chief S. Johnston were also in attendance in Council Chambers.

City Solicitor R. Carlson was in attendance electronically.

8. Statutory Public Meeting - Timed Appointment 1:00 p.m.

Repeal and Replacement of By-Law 2021-161, Being a By-Law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the City of Kawartha Lakes

Susanne Murchison, Chief Building Official

Mayor Elmslie stated that, as required under Section 7(6) of The Building Code Act, a Public Meeting was being held prior to the Council making decisions on proposed amendments to the By-Law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the City of Kawartha Lakes,

including the repeal and replacement of By-Law 2021-161. The Mayor asked staff to provide an overview of the proposed changes for By-Law 2021-161.

Susanne Murchison, Chief Building Official, provided an overview of the By-Law to Provide for the Administration and Enforcement of By-Law 2021-161 and noted that any change in fee, whether it be an increase, a decrease or an exemption, must proceed through a public meeting that has satisfied the public notification requirement. She noted that Staff are recommending By-Law 2021-161 be repealed and replaced with an updated version of the By-Law that will include:

- the addition of a pre-approved model approval process to streamline subdivision development related building permits
- an update/extension to the five (5) year fee schedule
- e-permitting and a minimum fee requirement for all applications filed
- administrative housekeeping updates

CW2024-192

Moved By Councillor Richardson

Seconded By Councillor Joyce

That the presentation by Susanne Murchison, Chief Building Official, **regarding a Review and Replacement of By-Law 2021-161, being a By-Law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the City of Kawartha Lakes**, be received; and

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

Carried

8.1 Public Comments and Correspondence Regarding the Review and Replacement of By-Law 2021-161

Mayor Elmslie inquired if anyone wished to speak regarding the proposed changes to the By-Law to Provide for the Administration and Enforcement of The Building Code Act, 1992, within the City of Kawartha Lakes.

No persons expressed a wish to speak to the proposed changes.

Mayor Elmslie inquired if any correspondence had been submitted regarding the proposed changes to the By-Law to Provide for the Administration and Enforcement of The Building Code Act, 1992, within the City of Kawartha Lakes.

Susanne Murchison, Chief Building Official, advised that correspondence had been submitted by the Peterborough Homebuilders Association. She provided an overview of the correspondence indicating that they were applauding Council for the incorporation of the pre-approved model approval process. They requested a corresponding fee reduction for pre-approved models and provided examples of other municipalities that have implemented a similar fee reduction.

8.2 Business Arising from the Public Meeting

8.2.1 Report BLDG2024-001

Repeal and Replacement of By-Law 2021-161, Being a By-Law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the City of Kawartha Lakes

Susanne Murchison, Chief Building Official

CW2024-193

Moved By Deputy Mayor McDonald

Seconded By Councillor Richardson

That Report BLDG2024-001, **Building By-law Replacement By-law 2024**, be received;

That a By-Law to Repeal and Replace By-Law 2021-161, being the By-Law to Provide for the Administration and Enforcement of the Building Code Act, 1992, within the City of Kawartha Lakes, as outlined in Appendix A to Report BLDG2024-001, be substantially approved;

That the necessary By-Law be brought forward to Council for adoption; and,

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

Carried

8.3 Adjournment of Statutory Public Meeting

The Statutory Public Meeting was adjourned at 1:23 p.m.

9. Deputations

9.1 COW2024-09.9.1

**Growth Management Strategy Update
(Relating to Item 11.1 on the Agenda)**

David Johnston
Jim Webster

David Johnston spoke to the Municipal Comprehensive Study (also known as the Growth Management Strategy). He made note of lands that are owned by Jim Webster under the name of Black Bear Estates Inc. and requested that a reasonable amount of residential growth be assigned to said lands. He provided a history of the subject lands and also summarized Mr. Webster's communication with the City.

He outlined that Mr. Webster wishes to continue with the development of his lands which immediately abut the built up boundary of Fenelon Falls and are adjacent to municipal services. He encouraged Council to refer the Growth Management Strategy back to Staff if it does not include a residential allocation for the lands owned by Black Bear Estates Inc.

CW2024-194

Moved By Councillor Joyce
Seconded By Councillor Perry

That the deputation of David Johnston and Jim Webster, **regarding the Growth Management Strategy Update**, be received; and

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

Carried

10. Correspondence

11. Presentations

11.1 COW2024-09.11.1

Growth Management Strategy Update Presentation

Leah Barrie, Director of Development Services
Jamie Cook, Managing Partner, Watson & Associates Economists Ltd.
Shaila Taku, Consultant, Watson & Associates Economists Ltd.
Rory Baksh, Partner, Dillon Consulting Limited

Council received an update on the Growth Management Strategy. The update included an overview on:

- the growth forecast and the lands that will be needed to accommodate that growth
- community area expansion options, including urban land needs in Bobcaygeon and Fenelon Falls
- employment area land needs and expansion options, including draft employment area expansion sites
- conclusions from the work completed to date and next steps to be taken

Council was advised that Staff are anticipating that a final report will be presented to Council for consideration in Q1 of 2025.

CW2024-195

Moved By Councillor Ashmore

Seconded By Councillor Perry

That the presentation by Leah Barrie, Director of Development Services, Jamie Cook, Managing Partner with Watson & Associates Economists Ltd., Shaila Taku, Consultant with Watson & Associates Economists Ltd. and Rory Baksh, Partner with Dillon Consulting Limited, **regarding the Growth Management Strategy Update**, be received; and

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

Carried

The Meeting recessed at 2:24 p.m. and reconvened at 2:35 p.m.

11.2 COW2024-09.11.2

Deputy Mayor's Customer Service Initiative Presentation

Deputy Mayor McDonald

Brenda Stonehouse, Manager of Strategy and Innovation

Leah Barrie, Director of Development Services

Jenn Johnson, Director of Community Services

Juan Rojas, Director of Engineering and Corporate Assets

Brandon Clarkson, Manager of Customer Service

Aaron Sloan, Manager of Municipal Law Enforcement and Licensing

Chris Porter, Manager of Roads Operations

Deputy Mayor McDonald introduced his customer service initiative that was aimed to improve the level of customer service relating to issues that are

commonly addressed by members of Council. The initiative focused on five (5) key areas, being:

- Engineering
- Municipal Law Enforcement
- Planning
- Urban Tree Service
- Roads Operations

Representatives from each department provided an overview of the services they provide, the volume of service requests that are received, and the staff time that is involved to address those inquiries.

Staff outlined that they will continue to work with departments on the implementation of tracking measures with regard to response times and that they will also establish regular reporting to Council on all service measures.

CW2024-196

Moved By Councillor Richardson

Seconded By Councillor Yeo

That the presentation by Deputy Mayor McDonald, Et al., **regarding the Deputy Mayor's Customer Service Initiative**, be received; and

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

Carried

12. Consent Matters

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

Councillor Warren Items 12.1.7 and 12.1.8

Councillor Richardson Item 12.1.10

Moved By Councillor Warren

Seconded By Councillor Yeo

That all of the proposed recommendations shown in Section 12.1 of the Agenda, save and except for Items 12.1.7, 12.1.8 and 12.1.10, be approved by the Committee of the Whole in the order that they appear on the Agenda,

sequentially numbered and forwarded to Council for consideration at the next Regular Council Meeting.

Carried

12.1 Reports

12.1.1 RS2024-054

Proposed Surplus Declaration, Closure and Sale of Road Allowance Adjacent to 49 Gardiner Shore Road

Laura Carnochan, Acting Manager, Realty Services

CW2024-197

That Report RS2024-054, **Proposed Surplus Declaration, Closure and Sale of a Portion of Road Allowance Adjacent to 49 Gardiner Shore Avenue, Fenelon Falls**, be received;

That the subject property, being a portion of road allowance adjacent to 49 Gardiner Shore Avenue, Fenelon Falls and legally described as Private Drive Plan 294 Except Parts 1-4 on Plan 57R-6561; S/T R444322, A61336, R358042, R196270, R272773, R216094, R212006, R397108, R467427; Kawartha Lakes (Part of PIN: 63160-0087 (R)), be declared surplus to municipal needs;

That the closure of the portion of road allowance and sale to the adjoining landowner be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale (including a condition that the subject portion of road allowance merge with the purchaser's adjacent property on closing);

That Council set the value of the land at the set price of \$2.50 per square foot of interior road allowance;

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

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

That a deeming by-law be passed contemporaneously with the disposition by-law, if required;

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

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

Carried

12.1.2 CS2024-011

Release of Fenelon Falls Legacy C.H.E.S.T. Funds

LeAnn Donnelly, Executive Assistant, Community Services

CW2024-198

That Report CS2024-011, **Release of Fenelon Falls Legacy C.H.E.S.T. Funds**, be received;

That Maryboro Lodge be approved for funding in the amount of \$6,000.00 with the allocation to come from the Fenelon Falls Legacy C.H.E.S.T. Reserve (3.24350); and,

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

Carried

12.1.3 PLAN2024-062

City of Kawartha Lakes Official Bird

Mark Jull, Supervisor of Policy Planning

CW2024-199

That Report PLAN2024-062, **City of Kawartha Lakes Official Bird**, be received;

That the Osprey be adopted as the Official Bird for the City of Kawartha Lakes; and

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

Carried

12.1.4 PLAN2024-063

Youth Advisor Pilot Project

Mark Jull, Supervisor of Policy Planning

CW2024-200

That Report PLAN2024-063, **Youth Advisor Pilot Project**, be received;

That staff be directed to update CP2021-031 Council Committee, Board, and Task Force Policy to allow for Youth Advisor position(s) on appropriate Advisory Committees and Task Forces, by end of Q1, 2025; and

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

Carried

12.1.5 ED2024-038

Amendment to By-Law 2024-081 Designating 31-35 King Street East, Village of Omeme (Ivory and Williamson Block)

Emily Turner, Economic Development Officer - Heritage Planning

CW2024-201

That Report ED2024-038, **Amendment to By-law 2024-081 Designating 31-35 King Street East, Village of Omeme (Ivory and Williamson Block)** be received;

That the Municipal Heritage Committee's recommendation to amend By-law 2024-081 be endorsed;

That staff be authorized to proceed with the process to amend the designating by-law as prescribed by the Ontario Heritage Act and the issuance of a Notice of Intention to Amend;

That an amending by-law be brought forward to Council at the next Regular Council Meeting following the end of the notice period; and

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

Carried

12.1.6 ED2024-043

Proposed Heritage Designation of 19 Third Street, Village of Sturgeon Point (Cherry Tree Lodge)

Emily Turner, Economic Development Officer - Heritage Planning

CW2024-202

That Report ED2024-043, **Proposed Heritage Designation of 19 Third Street, Village of Sturgeon Point (Cherry Tree Lodge)**, be received;

That the Municipal Heritage Committee's recommendation to designate 19 Third Street under Part IV of the Ontario Heritage Act as being of cultural heritage value or interest be endorsed;

That staff be authorized to proceed with the process to designate the subject property under Part IV of the Ontario Heritage Act, including the preparation and circulation of Notices of Intention to Designate, and preparation of the designating by-laws; and

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

Carried

12.1.9 WWW2024-005

Septage Disposal Rate Review

Ben Leggo, Water and Wastewater Technician

CW2024-203

That Report WWW2024-005, **Septage Disposal Rate Review**, be received;

That Staff be directed to prepare an annual amendment to Schedule B of By-law 2021-162, being the By-law to Regulate Water and Wastewater Services in the City of Kawartha Lakes, to update the septage disposal rates in alignment with the annual water and wastewater user rate increases;

That Section 5.06 of By-law 2016-219, being a By-Law to Govern Septage Disposal at the City of Kawartha Lakes Sewage Works, be amended to read:

Fees and Charges: All fees and charges established by this by-law shall be charged in accordance with Schedule B of By-Law 2021-162, being the By-law to Regulate Water and Wastewater Services in the City of Kawartha Lakes.

That the necessary amending By-laws be brought forward for adoption;

That staff review septage disposal rates every five (5) years and report to Council if any adjustments are recommended; and

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

Carried

12.2 Items Extracted from Consent

12.1.7 WM2024-008

Blue Box Transition Options for Non-Eligible Sources

David Kerr, Manager of Environmental Services

CW2024-204

Moved By Councillor Warren

Seconded By Councillor Joyce

That Report WM2024-008, **Blue Box Transition Options for Non-Eligible Sources**, be received and deferred to the Regular Council Meeting of December 10, 2024 to allow for consultation with the Waste Management Committee; and

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

Carried

12.1.8 WM2024-009

Waste Management By-Law 2016-144 Repeal and Replace

Bonnie Ferguson, Waste Technician II

CW2024-205

Moved By Councillor Warren

Seconded By Councillor Joyce

That Report WM2024-009, **Waste Management By-Law 2016-144 Repeal and Replace**, be received and deferred to the Regular Council Meeting of December 10, 2024 to allow for consultation with the Waste Management Committee; and

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

Carried

12.1.10 RD2024-006

Calcium Chloride Program for Gravel Roads

Chris Porter, Manager, Roads Operations

Thomas Hopper, Manager, Roads Operations

CW2024-206

Moved By Councillor Richardson

Seconded By Councillor Warren

That Report RD2024-006, **Calcium Chloride Program for Gravel Roads**, be received; and

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

Carried

13. New or Other Business

13.1 COW2024-09.13.1

Memorandum Regarding a Rental Housing Protection (Renoviction) By-Law

Deputy Mayor McDonald

CW2024-207

Moved By Deputy Mayor McDonald

Seconded By Councillor Richardson

That the Memorandum from Deputy Mayor McDonald, **regarding a Rental Housing Protection (Renoviction) By-Law**, be received;

That staff investigate a possible licensing program and/or implementing a new By-Law to prohibit and regulate the demolition and conversion of residential rental properties, and report back to Council with information and recommendations by the end of Q1 2025; and

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

Carried

14. Adjournment

CW2024-208

Moved By Councillor Ashmore

Seconded By Councillor Yeo

That the Committee of the Whole Meeting adjourn at 3:52 p.m.

Carried

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk