

The Corporation of the City of Kawartha Lakes

Minutes

Development Charges Task Force Meeting

DCTF2025-002
Tuesday, February 25, 2025
2:30 P.M.
Weldon Room
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Councillor Tracy Richardson
Bernard Finney
Sal Polito
Karl Repka
Jeff Solly
Mark Wilson

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1. Call to Order

Chair Polito called the meeting to order at 2:36 p.m. B. Finney, T. Richardson, J. Solly, M. Wilson, A. Found, L. Peimann and SM. Stephen (Watson & Associates) were in attendance.

Absent: C. Nigro

2. Administrative Business

2.1 Adoption of Agenda

DCTF2025-005

Moved By Councillor Richardson

Seconded By B. Finney

That the agenda be amended to include Closed Session, and, change the meeting numbering format to DC2025-002, as opposed to DCTF2025-002.

Carried

2.2 Declaration of Pecuniary Interest

No declarations of pecuniary interest were disclosed.

2.3 Adoption of Minutes

DCTF2025-006

Moved By J. Solly

Seconded By M. Wilson

That the Minutes of the February 3, 2025 Development Charges Task Force, be received.

Carried

3. Deputations/Presentations

There were no deputations or presentations.

4. Correspondence

There was no correspondence.

5. Closed Session

5.1 Disclosure of Pecuniary Interest in Closed Session Items

No declarations of pecuniary interest were disclosed.

5.2 Move Into Closed Session

DCTF2025-007

Moved By J. Solly

Seconded By B. Finney

That the Development Charges Task Force Committee convene into closed session at 2:40 p.m. pursuant to Section 239(2) of the Municipal Act, S.O. 2001 s.25, in order to consider matters identified in Section 5 of the Development Charges Task Force Agenda of Tuesday February 25, 2025.

Carried

6. Matters from Closed Session

DCTF2025-008

Moved By Councillor Richardson

Seconded By J. Solly

That the Development Charges Task Force recognize the deemed resignation of C. Nigro, as per the Terms of Reference, and recommend staff not ask Council to fill the resulting vacancy.

Carried

7. New or Other Business

7.1 Review of Development Charges Legislation and Practice

SM Stephen of Watson & Associates provided the Task Force with an overview of the following:

- 1) DC methodology
- 2) Legislative changes since passage of 2019 DC by-law
- 3) Overview of current DC by-law and policies
- 4) Key considerations for DC study process
- 5) DC study process and timeline

7.2 Development Charges Background Study Work Plan

- 1) DC study and DC Task Force initiation - February 2025

- 2) Growth forecast and historical level of service - April 2025
- 3) Capital forecast - May 2025
- 4) Draft findings, draft by-law policies and final feedback - July 2025
- 5) Public release of DC study and proposed DC by-law - August 2025
- 6) DC by-law public meeting - September 2025
- 7) DC study adoption and DC by-law passage - October 2025

7.3 Themes and Issues to be Addressed by Task Force Recommendations

The Task Force discussed possible matters on which to make recommendations, such as DC calculations, service levels, DC exemptions, DC deferrals, and capital forecasting. It is anticipated that the Task Force will at its next meeting more specifically identify matters on which to make recommendations. Staff stressed that this task must be completed as soon as possible in order for the Task Force to fulfill its mandate and inform the DC study in a timely fashion.

7.4 Information Needed by Task Force

The Task Force requested various information be provided by staff in advance of the next meeting, and staff committed to making best efforts to meet that request.

7.5 Work Plan and Meeting Schedule of Task Force

Staff suggested that, in order to fulfill its mandate by July, the Task Force increase the frequency of its meetings to approximately two per month for March-June. The Task Force asked that staff work with members to schedule a series of meeting dates over that period. It is anticipated that the Task Force will at its next meeting set out a work plan based on the matters it identifies for recommendation-making and on the scheduled meeting dates.

7.6 Other Business

No other business was raised.

8. **Next Meeting**

As per agenda item 7.5, staff will schedule future meeting dates for March-June in consultation with Task Force members.

9. **Adjournment**

DCTF2025-009

Moved By K. Repka

Seconded By Councillor Richardson

That the Development Charges Task Force Meeting adjourn at 4:38 p.m.

Carried