

The Corporation of the City of Kawartha Lakes

Agenda

Committee of the Whole Meeting

COW2020-03

Tuesday, March 10, 2020

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

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1.	Call to Order	
2.	Adoption of Agenda	
3.	Disclosure of Pecuniary Interest	
4.	Deputations	
4.1	COW2020-03.4.1	18 - 23
	Relief from By-law 2018-039, By-law to Regulate Water and Wastewater Services, for 13 Sturgeon Rd. N., Omemee	
	Frank Arnold Anke Arnold	
4.2	COW2020-03.4.2	24 - 26
	Sewer Rate Relief Request	
	Peter Howarth	
4.3	COW2020-03.4.3	27 - 33
	Assistance to Resolve an Issue on Title to 1899 Pigeon Lake Road	
	James R. Webster Larry Phillips	
5.	Presentations	
5.1	COW2020-03.5.1	34 - 48
	Transition of the Blue Box to Full Producer Responsibility	
	Dave Gordon, Senior Advisor, Waste Diversion, Association of Municipalities of Ontario (AMO)	
5.2	COW2020-03.5.2	
	Community Paramedicine Pilot Project - Update	
	Sara Johnston, Deputy Chief, Quality Assurance	
5.3	COW2020-03.5.3	
	Strategic Plan 2016-2019 Final Report Video Presentation	
	Brenda Stonehouse, Strategy and Innovation Specialist	

5.3.1 CAO2020-003 49 - 62

Strategic Plan 2016-2019 Final Progress Report

Brenda Stonehouse, Strategy and Innovation Specialist

That Report CAO2020-003, 2016-2019 Strategic Plan Final Progress Report, be received; and

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

5.4 COW2020-03.5.4

2019 Municipal Accessibility Master Plan Progress Report

Barbara Condie, Accessibility Officer

5.4.1 CLK2020-003

63 - 78

2019 Municipal Accessibility Master Plan Progress Report

Barbara Condie, Accessibility Officer

That Report CLK2020-003, 2019 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.

6. Consent Matters

That all of the proposed resolutions shown in Section 6.1 and 6.2 of the Agenda be approved and recommended by Committee of the Whole in the order that they appear on the agenda and sequentially numbered.

6.1 Reports

6.1.1 CLK2020-004

79 - 91

Kawartha Lakes Accessibility Advisory Committee (AAC) 2019 Report on Accomplishments and 2020 Proposed Workplan

Barbara Condie, Accessibility Officer

Council Representative - Councillor Elmslie

That Report CLK2020-004, Kawartha Lakes AAC 2019 Annual Activities Report and Proposed 2020 Work Plan, be received;

That the Kawartha Lakes AAC 2020 Work Plan be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting on March 24, 2020.

6.1.2 CEM2020-002 92 - 94

Kawartha Lakes Cemetery Board Annual Report and 2020 Work Plan
Cathy Sleep, Cemetery Administrator
Council Representative - Councillor Yeo

That Report CEM2020-002, Kawartha Lakes Cemetery Board Annual Report and 2020 Work Plan, be received; and

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

6.1.3 PRC2020-001 95 - 97

Kawartha Lakes Parks Advisory Committee Annual Report and 2020 Work Plan

LeAnn Donnelly, Executive Assistant, Community Services
Council Representatives - Mayor Letham, Councillor Seymour-Fagan
and Councillor Richardson

That Report PRC 2020-001, Parks Advisory Committee Annual Report and 2020 Work Plan, be received; and

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

6.1.4 PRC2020-004 98 - 114

Fenelon Falls Museum Board Annual Report and 2020 Work Plan
LeAnn Donnelly, Executive Assistant, Community Services
Council Representative - Councillor Elmslie

That Report PRC 2020-004, Fenelon Falls Museum Board Annual Report and 2020 Work Plan, be received; and

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

- 6.1.5 PLAN2020-008 115 - 129
- Kawartha Lakes Environmental Advisory Committee (CKLEAC) 2020 Work Plan**
 Richard Holy, Manager of Planning
 Council Representative - Councillor Richardson
- That** Report PLAN2020-008, **Environmental Advisory Committee (CKLEAC) 2020 Workplan**, be received;
- That** the 2020 proposed Environmental Advisory Committee Work Plan as outlined in Appendix B to Report PLAN2020-008 be approved; and
- That** this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.
- 6.1.6 ED2020-006 130 - 136
- Municipal Heritage Committee 2020 Work Plan**
 Emily Turner, Economic Development Officer – Heritage Planning
 Council Representative - Councillor Ashmore
- That** Report ED2020-006, **Municipal Heritage Committee Work Plan**, be received;
- That** the 2020 Municipal Heritage Committee Work Plan as outlined in Appendix B be approved; and
- That** this recommendation be brought forward to Council for its consideration at the next Regular Council Meeting.
- 6.1.7 ED2020-010 137 - 140
- Downtown Revitalization Committee 2020 Work Plan**
 Carlie Arbour, Economic Development Officer - Community
 Council Representative - Mayor Letham
- That** Report ED2020-010, **Downtown Revitalization Committee Annual Report and 2020 Workplan**, be received; and
- That** this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.
- 6.1.8 ED2020-013 141 - 146
- Agricultural Development Advisory Committee 2020 Work Plan**
 Kelly Maloney, Economic Development Officer - Agriculture
 Council Representative - Councillor Veale

That Report ED2020-013, Agricultural Development Advisory Committee 2020 Work Plan, be received;

That the Agricultural Development Advisory Committee 2020 Work Plan as outlined in Appendix B to Report ED2020-013 be approved; and

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

6.1.9 WM2020-004 147 - 153

Fenelon Landfill Public Review Committee 2019 Work Summary and 2020 Work Plan

Nikki Payne, Waste Technician II
Council Representative - Councillor Elmslie

That Report WM2020-004, Fenelon Landfill Public Review Committee 2019 Work Summary and 2020 Work Plan, be received;

That the 2020 Fenelon Landfill Public Review Committee Work Plan, as outlined in Appendix "A" to Report WM2020-004, be approved; and

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

6.1.10 WM2020-005 154 - 158

Lindsay Ops Landfill Public Review Committee 2019 Work Summary and 2020 Work Plan

Kerri Snoddy, Regulatory Compliance Officer
Council Representative - Councillor Dunn

That Report WM 2020-005, Lindsay Ops Landfill Public Review Committee 2019 Work Summary and 2020 Work Plan, be received;

That the 2020 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.

6.1.11 WM2020-006 159 - 163

Waste Management Advisory Committee 2019 Work Summary and 2020 Work Plan

David Kerr, Manager Environmental Services
Council Representatives - Councillor Ashmore, Councillor Veale, Councillor Yeo

That Report WM 2020-006, Waste Management Advisory Committee 2019 Work Summary and 2020 Work Plan, be received;

That 2020 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.

6.1.12 ENG2020-006

Kawartha Lakes Airport Advisory Board Annual Report and 2020 Work Plan

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

That Report ENG2020-006, Kawartha Lakes Airport Advisory Committee Annual Report and 2020 Work Plan, be received; and

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

6.1.13 RS2020-001

164 - 172

Proposed Surplus Declaration, Closure and Sale of Shoreline Road Allowance adjacent to 8 Black River Road, Dalton

Bonnie Evans, Law Clerk – Realty Services

That Report RS2020-001, **Proposed Surplus Declaration, Closure and Sale of the Shoreline Road Allowance adjacent to 8 Black River Road, Dalton**, be received;

That the subject property, being the shoreline road allowance adjacent to 8 Black River Road, Dalton and legally described as Part of the Shoreline Road Allowance, Part of Lot 31, Concession 13, in the Geographic Township of Dalton, City of Kawartha Lakes, be declared surplus to municipal needs;

That the closure of the subject shoreline road allowance and sale to the adjoining landowner be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale;

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

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

6.1.14

RS2020-002

173 - 177

Land Disposition Procedure

Robyn Carlson, City Solicitor

That Report RS2020-002, **Land Disposition Procedure**, be received;

That By-law 2018-020 be amended to require appraisal reports for sales valued at over \$50,000.00 to be presented to Council prior to final disposition of the property;

That an amending by-law be put before Council; and

That these recommendations be forwarded to the agenda for the next Council meeting for adoption.

6.1.15

RS2020-003

178 - 208

180 Kent Street Lease - Innovation Cluster

Robyn Carlson, City Solicitor

That Report RS2020-003, **180 Kent Street Lease – Innovation Cluster**, be received;

That the Mayor and Clerk be authorized to execute the Lease Agreement attached as Appendix A on behalf of the Corporation of the City of Kawartha Lakes, being a Lease Agreement with the Innovation Cluster, Peterborough and the Kawarthas; and

That these recommendations be forwarded to the agenda for the next Council meeting for adoption.

6.1.16 LGL2020-005 209 - 214

Rescind Council Policy C169-CAO-041 Being a Protocol to Address Dormant Outstanding Council Resolutions for the Land Management Department

Robyn Carlson, City Solicitor

That Report RS2020-005, **Rescind Council Policy C169-CAO-041**, be received;

That Council rescind the Council Policy C169-CAO-041: Protocol to Address Dormant Outstanding Council Resolutions for the Land Management Department; and

That these recommendations be forwarded to the agenda for the next Council meeting for adoption.

6.1.17 LGL2020-006 215 - 220

Rescind Council Policy 102-CAO-019 Being the Protocol for the Collection and Write-off for Provincial Offences Act Fines

Robyn Carlson, City Solicitor

That Report RS2020-006, **Rescind Council Policy 102-CAO-019**, be received;

That Council rescind the Council Policy 102-CAO-019: Collection and Write-off for Provincial Offences Act Fines; and

That these recommendations be forwarded to the agenda for the next Council meeting for adoption.

6.1.18 CORP2020-002 221 - 232

Special Rate Area Tax Levy Review

Linda J. Liotti, Manager, Revenue and Taxation

That Report CORP2020-002, Special Rate Area (SRA) Tax Levy Review,
be received.

6.1.19

CORP2020-003

233 - 245

2019 Q4 Capital Close

Nicole Owens, Junior Accountant

That Report CORP2020-003, **2019 Q4 Capital Close**, be received;

That the capital projects identified in Attachment A to Report CORP2020-003 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;

Reserve	Report Closing Balance
Capital Projects Reserve	\$1,155,055.61
Police Reserves	\$59,242.53

That the following projects be granted an extension to June 30, 2020:

- 928171901 – P&R Software M/Y 2017-19
- 932170201 – Bethany Fire Hall Replacement M/Y 2017-19
- 932172201 - Coboconk Fire Hall Upgrades
- 953180100 – B&P Facilities

That the following projects be granted an extension to December 31, 2020:

- 928151500 – ERP System M/Y 2015-19
- 997130801 – Eldon Landfill
- 953170501 – 68 Lindsay St M/Y 2017-19
- 998170300 – Water Distribution & WW Collection
- 983170800 – WWW Road Restoration
- 983160600 – Urban/Rural Reconstruction
- 997166101 – Pump Chamber Construction
- 998160201 – Water Operating Monitoring System
- 998160501 – Pinewood Production Well
- 998160801 – Fenelon Falls Water main Upgrades
- 998161101 – Peel/York Water main Design
- 998161501 – Wastewater Operating Monitoring System
- 983170100 – Bridges
- 983170300 – Urban/Rural Reconstruction

- 998170100 – Water main Replacement
- 932180100 – Fire Facilities
- 932180300 – Fire Equipment
- 950180100 – Parkland Siteworks
- 950180200 – Parkland Facilities
- 983180100 - Bridges
- 983180300 – Urban/Rural Reconstruction
- 983180700 – Road Lifecycle Extension
- 983181100 – Traffic Signal Program
- 983181200 – Parking Lots
- 998180300 – Water Distribution & WW Collection
- 998180400 – Water Treatment Program
- 998180500 – Wastewater Treatment
- 950190300 – Recreation Facilities
- 950190400 – P&R Equipment
- 950190500 – Cemetery Siteworks
- 953190100 – B&P Facilities

That project 950180306 – Bike Repair/Tire Pump Station be reclassified as a multi-year project as funding was secured through the 2020 Special Project Budget;

That project 953180119 – Old Gaole Wall be reclassified as a multi-year project with a closing date of June 30, 2021;

That project 953200501- City Hall Systems M/Y 2020-22 be closed and \$400,000 be transferred to 953180102 – City Hall Systems M/Y 2018-21; and

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

6.1.20

ED2020-008

246 - 283

Listing Properties on the Heritage Register

Emily Turner, Economic Development Officer - Heritage Planning

That Report ED2020-008, **Listing Properties on the Heritage Register**, be received;

That the proposed listing of non-designated properties listed in Appendix A be approved; and

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

6.1.21 HS2020-002 284 - 287

Employment Service System Transformation Update

Rod Sutherland, Director of Human Services

That Report HS2020-002, **Employment Service System Transformation Update**, be received for information; and

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

6.1.22 HH2020-002 288 - 298

Canada Ontario Housing Benefit

Hope Lee, Manager of Housing

That Report HH2020-002, **Canada-Ontario Housing Benefit**, be received for information purposes; and

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

6.1.23 SOC2020-001 299 - 301

Community Drug Strategy

Jamie Clysdale, Program Supervisor

That Report SOC2020-001, **Community Drug Strategy**, be received;

That the formation of a community-based Advisory Group to support the Haliburton, Kawartha Lakes, Northumberland Drug Strategy, facilitated by City staff, be endorsed; and

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

6.1.24 FIRE2020-001 302 - 364

Emergency Management Program

Mark Pankhurst, Fire Chief

That Report FIRE2020-001, **Emergency Management Program**, be received;

That, in accordance with the **Emergency Management and Civil Protection Act, R.S.O. 1990, Chapter E.9**, the by-law to repeal and replace By-law 2004-157, as outlined in Appendix A to the report, be enacted to adopt the City of Kawartha Lakes Emergency Management Program and Emergency Response Plan; and

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

6.1.25 ENG2020-003 365 - 385

Update of Roads 5 year Plan

Mike Farquhar, Supervisor of Technical Services

That Report ENG2020-003, **Update of the Roads 5 Year Plan**, be received; and,

That this recommendation be forwarded to the agenda for the next Council meeting for adoption.

6.1.26 WM2020-002 386 - 394

Review of Tire Collection at City Landfills

David Kerr, Manager Environmental Services

That Report WM2020-002, **Review of tire collection at City landfills**, be received;

That Staff communicates and educates customers to use producer operated collection sites for tire recycling;

That Kawartha Lakes stops accepting tires for recycling at the City's landfill sites as of July 1, 2020; and

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

6.1.27 WWW2020-002 395 - 403

Septage Disposal Rate Review

Robert MacPherson, Water and Wastewater Technician

That Report WWW2020-002, **Septage Disposal Rate Review**, be received;

That Staff be directed to prepare the necessary amendments to **Schedule B** of By-law 2018-039 “**A By-law to Regulate Water and Wastewater Services in Kawartha Lakes**”, attached as Appendix A to Report WWW2020-002;

That staff review rates in 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.

6.1.28 WWW2020-003 404 - 409

Water and Wastewater Services Costing Review

Robert MacPherson, Water and Wastewater Technician

That Report WWW2020-003, **Water and Wastewater Services Costing Review**, be received; and

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

6.2 Correspondence

6.2.1 COW2020-03.6.2.1 410 - 420

Off Road Vehicles on Boundary Roads

Elana Arthurs, Clerk, Township of Cavan Monaghan

That the January 24, 2020 correspondence from the Township of Cavan Monaghan, regarding **off-road vehicles on boundary roads**, be received and referred to staff for a report back at the May 12, 2020 Committee of the Whole meeting; and

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

6.2.2 COW2020-03.6.2.2 421 - 423

Bill 156, Security from Trespass and Protecting Food Safety Act

Barry Baxter, President, Kawartha Lake Haliburton Federation of Agriculture

That the correspondence from Barry Baxter, President, Kawartha Lakes Haliburton Federation of Agriculture, **regarding Bill 156, Security from Trespass and Protecting Food Safety Act**, be received;

That Council supports the new proposed legislation, Bill 156: Security from Trespass and Protecting Food Safety Act;

That this resolution be forwarded to the Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs; and

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

6.2.3

COW2020-03.6.2.3

424 - 437

Petition to Amend By-law 2018-196, being an Amendment to City of Kawartha Lakes By-law 2012-173, A By-law to Regulate Parking

Ann Davidson, President, Country Club Heights Association
Brian Brethour, Resident of Country Club Heights

That the February 13, 2020 correspondence from Ann Davidson and Brian Brethour, of Country Club Heights Association, **regarding a petition to amend by-law 2018-196**, be received and referred to staff for report back at the April 7, 2020 Committee of the Whole meeting; and

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

6.2.4

COW2020-03.6.2.4

438 - 438

Memorandum Regarding Increased Fees and Regulation Adjustments at Centennial Park

Councillor Yeo

That the memorandum from Councillor Yeo, regarding **Increased Fees and Regulation Adjustments at Centennial Park**, be received;

That staff generate a report for Council outlining the rationale behind the increased fees/regulation adjustments and bring forward options to phase in, or restructure, new fees for park users;

That staff deliver the report to Council at the April, 2020 Council Meeting; and

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

6.3

Items Extracted from Consent

7. Closed Session
8. Matters from Closed Session
9. Adjournment