

Trent Lakes Council Meeting

July 6, 2021

- 8.1. Tyler Peters, Project Director/President, Greenview Environmental Management Limited  
Re: Shared Use Study (of Public Works and Recreation & Facilities)

[Shared Use Study](#)

The Municipality has therefore given direction for a shared use study to review combining the Municipality's Recreation & Facilities (R&F) Department, with the Public Works (PW) Department, in the new dedicated mechanic's facility building planned to be constructed on the above-noted site commencing in 2022. Per the direction of municipal Council, this review is to: assess current and future growth needs, assuming a 50% growth for Recreation and Facilities department; incorporating as many shared resources and amenities as reasonably possible; and with consideration for indoor storage, only as necessary. Council Resolution No. R2021-298 Greenview was provided with existing key space needs parameters of each municipal department, and has confirmed with municipal staff, as a whole, where sharing can be achieved. Future space needs were confirmed with the PW Department, and the prescribed 50% growth factor was applied for the R&F Department (as applicable). The attached Table 1 summarises these key study parameters.

1. As understood from Council, the vast majority of space in the proposed building is for fleet maintenance and PW operations. Without R&F considered, Greenview had determined an overall building area of 16,500SF may be sufficient.
3. The PB01 layout (17,500SF) was developed to include 350SF of dedicated R&F office space and 600SF of ground floor storage area requirements assuming some sharing with PW. This combined storage is indicated as area 13 on PB01 while providing additional mezzanine areas for spillover and seasonal storage directly above. Shared use areas were developed for washrooms, lunchroom, locker areas, etc.
6. From an economic perspective, and with due respect to the current early stage of design, the cost for the additional space to accommodate the R&F department would be considered a minimal when compared to a fully separate building. From Greenview's experience with similar building types, utilizing a budgetary unit cost of \$350 per SF, the additional cost to accommodate R&F in the building calculates to approximately \$350,000, on a base project cost in a preliminary budget range of \$5.7M.

Summary

2. The inclusion of R&F uses with PW (including the predetermined fleet maintenance areas) in the new dedicated mechanic's facility appears feasible given the current design stage and associated site challenges.

3. From an economic perspective, sharing of building space between the two departments is considered to be a savings to the Municipality overall.

Armstrong comments that this is good idea. Manages costs and going forward allows to build some synergies across departments.

Clarkson asks would it not be a good idea to have the new roads person to be hired look over these plans ?

CEO Teggart says yes that would probably happen.

Lambshhead – preliminary drawing that shows what we talked about could happen.

Jessie Clark,Clerk – staff are looking for direction as to whether it is a combined facility.

Windover not in favor.

Franzen can't support. Requests recorded vote.

Lambshhead –motion to direct staff that this is to be a combined facility.

Armstrong – seconds

Franzen, no Lambshhead yes, Windover, no Armstrong yes, Clarkson yes.

Motion carries

## 0.1. Public Works

10.1.1. Chelsea Carpenter, Waste Management/Public Works  
Coordinator  
Re: Video Surveillance Policy

### [Video Surveillance Policy](#)

5.37.8 Location and Use of Surveillance Equipment 5.37.8.1 Trent Lakes shall install video surveillance cameras in identified public areas only where video surveillance is a necessary and viable detection

or deterrence activity. Trent Lakes may install visible and/or hidden surveillance cameras, but Trent Lakes shall not install equipment inside areas where the public and employees have a higher expectation of privacy (e.g., change rooms and washrooms). Where cameras are not visible, Trent Lakes shall ensure that appropriate signs are installed in accordance with this Policy.

5.37.9.1 Trent Lakes shall ensure that surveillance video shall only be viewed by staff on a need-to-know basis, in order to limit the number of people who have access to surveillance video. Authorized staff shall only view surveillance video for the purpose for which it was collected. For example, if the purpose of video surveillance is to deter and identify individuals involved in crime or vandalism, authorized staff shall:

Chelsea says that this is a best practices effort.

Wncover makes motion to receive report. Motion carried.

#### 10.4.3. Adele Arbour, Temporary Manager of Building and Planning

Re: Interim Control By-law Study and Recommendations - Oak Orchard

#### [Interim Control By-law Study and Recommendations - Oak Orchard](#)

Recommendations

That Council direct staff to hold a Public Meeting regarding a proposed Zoning By-Law Amendment as outlined in this report, specifically applicable to the lands know as Oak Orchard Plan of Condominium on August 10, 2021; and further

That Council direct staff to amend By-Law B2009-29 being the Site Plan Control By-Law to apply Site Plan Control to low density residential housing such as single detached dwellings, duplex or semi-detached dwellings, which are subject of a planning approval.

#### **Background**

At the June 1, 2021 Council Meeting, the following resolution was approved: Resolution No. R2021-410 Moved by Councillor Franzen Seconded by Deputy Mayor Wncover That Council receive the report from the Temporary Manager of Building and Planning regarding Oak Orchard Development, Plan of Condominium – Interim Control;

and further That Council direct that a study be undertaken to consider policy and/or zoning regulations to protect the archaeological resources located within the Oak Orchard Plan of Condominium;

and further That Council support the enactment of an Interim Control By-Law

**Stage 1 to 3 Archaeological Assessment, July 07, 2001:**

This report identifies that all Stage 2 work was carried out using shovel testing at 5 m intervals and 10 m intervals. All waterfront areas were tested at a 5 m interval

It became apparent that Oak Orchard was possibly the most significant discovery in this region at that time. The property owners, in consultation First Nation and the Ministry, agreed to increase the waterfront setback from the usual 21.5 m (75 ft.) to 50 m (164 ft.) wherever necessary. The only exception to this new setback was in the area near the southeast corner of the lagoon and along the east side of the lagoon, where the waterfront was not even 50 m wide in places therefore a 25m setback was agreed upon. The Archaeological Report identified that these increases must be put on Title and would forbid any soil disturbance within these setback zones.

There is a great deal of information regarding this issue on the agenda. If you have further interest I refer you to the agenda and the research report.

Armstrong questions the ability for the public meeting.

Recommendation from staff is August 10<sup>th</sup> public meeting which would involve Curve Lake First Nations and Council support the enactment of an Interim Control By-Law.

Motion by Armstrong to receive report, hold public meeting and support amendment to by-law 2009-29

Lambshead seconds.

Motion carried.

**10.7. Corporate Services**

10.7.1. Ann Rooth, Deputy Clerk	112 -
Re: Award T-04-2021 for the Rehabilitation of Mystic Point Road	116

[Award T-04-2021 for the Rehabilitation of Mystic Point Road](#)

Recommendation: That Council receive the report from the Deputy Clerk and approve awarding Tender T-04-2021 for the Rehabilitation of Mystic Point Road to Coco Paving Inc. Financial Implications: \$202,385.90 (\$198,885.12 plus HST adjusted to reflect actuals). Funding for this project was included in the 2021 Approved Budget in the amount of \$275,000.00 with approximately \$5,200.00 already expended for preliminary work.

Motion by Windover. Second by Armstrong. Carried

**By-Laws**

A by-law to authorize the use of voting and vote-counting equipment, the use of alternative voting methods and to authorize advance voting

B2021-077 A by-law to authorize the use of voting and vote-counting equipment, the use of alternative voting methods and to authorize advance voting. *Including:*

2. That the use of internet voting, telephone voting and paper ballot tabulation shall be authorized for the 2022 election. 4. That the use of internet and telephone voting is considered to include an advance vote and therefore Section 43 of the Municipal Elections Act, 1996, R.S.O., 1996, c.32, as amended, requirements do not apply

**Motion by** Franzen and second by Armstrong. Carried.

Clarkson -July 24 barbecue at Ode’Nang park free to everyone sponsored by Lions. Clarkson said she was told to get approval for Council. CEO Teggart questions how regulations would be handled re Covid as we would still be in Phase 2. Clarkson says that a crowd would be handled.