

Trent Lakes Council Meeting

September 6, 2022

- **Committee and Board Structure Review and Recommendations**

Ann Rooth, Deputy Clerk
Re: Committee and Board Structure Review

104 - 113

[Committee and Board Structure Review Memorandum](#)
[Committee and Board Structure Review Report](#)

- Staff's recommendation remains as presented in the August 9th report to Council. Should Council wish to extend the term of the existing public appointees, it is recommended that the term for all public appointees be extended to the end of January 2023 as both the Economic Development, Tourism and Recovery Strategic Plan and the Open Spaces Master Plan projects are scheduled to be completed by the end of January 2023. This would allow the existing Committees to see these projects through to completion.

Received and Carried

- ~~Dedicated Mechanics Facility Update~~ — **Deferred**

- **Buckhorn Pedestrian crossovers Update**

11.1.2. Chelsea Carpenter, Supervisor of Waste/Public Works Coordinator
Re: Pedestrian Crossover Project

[Pedestrian Crossover Project](#)

Background: Council passed the following resolution at the May 2021 Council Meeting: Resolution No. R2021-355 Moved by Councillor Armstrong Seconded by Councillor Lambshead That Council direct staff to proceed with implementing a total of three pedestrian crossovers in 2021 across Lakehurst Road by the Library, by Ode'Naang Park and by the Public School; and further That Council approve funding for the construction of the crossovers from the Gas Tax reserve. \$20,000 was included in the approved 2022 budget for the pedestrian crossovers in Buckhorn to be funded through Gas Tax Funds. \$15,877.47 has been spent to date. Remaining work includes durable line marking, pole installation with base, electrical, and sign installation which will be an additional \$20,373.57. Project related costs previously incurred to date include: • Design Costs • Purchase of signs, solar panels, flashing beacon, and hardware • Purchase of aluminum poles, anchors, and hardware This project has an estimated completion date of September 2022

This report identified additional funds needed. Extra money needed coming from gas tax fund.

Line painting should be happening this week, hopefully at night. They are awaiting date from contractor for installation of sign and electrical work. Hoping that it is coming shortly as there have been some delays.

Motion to receive

- **Donation of Bike Racks and Repair Stations Recommendation**

11.2.1. Dylan Cosh, Director of Recreation and Facilities
Re: Donation of Bike Racks and Repair Stations

[Donation of Bike Racks and Repair Stations](#)

Recommendation: That Council receive the report from The Director of Recreation and Facilities regarding the Donation of Bike Racks and Repair Stations; and further That Council approves the donation of the bike racks and repair station, subject to a signed agreement.

Background: At the July 12th, 2022 regular Council meeting, Council passed Resolution No. R2022-403 Moved by Councillor Armstrong Seconded by Councillor Lambshead That Council receive the delegation from Karen Shearer, CATTL regarding Donation of Bike Repair Stations and Bike Racks; and further That Council support the donation of bike repair stations and bike racks, in principle; and further That Council direct staff to report back to Council on the legalities and installation. Staff have consulted with CATTL on the installation and have come to an agreement that bike racks that do not require in ground installation will allow for a more realistic installation before colder weather sets in. The repair station will be installed on a prefabricated concrete pad identical to the Ode'naang Park pad. With these developments it will be possible for Recreation and Facilities staff to perform the installations. Staff have consulted with the Municipal solicitor, and it is recommended that CATTL and the Municipality enter into an agreement satisfactory to the Municipality. The agreement is to include indemnification, insurance requirements, and ownership transfer provisions. Report to Council 2 Staff see this as a great opportunity to increase active transportation and recreation in the Municipality. Staff recommend that Council approve the donation of the bike racks and repair station, subject to the aforementioned agreement being executed. Submitted by: Approved by: Dylan Cosh, Director of Recreation and Facilities
Donna Teggart

Motion was to receive report.

Cosh believes they will be able to fit installation into work plan. They have found a different style that will be situated on a prefabricated concrete pad. Soliicitor sees no problem. Expect draft agreement this week.

Clarkson asked about self contained washrooms. Brought in on concrete pad. Doors automatically lock. Washed down every hour. Drains out. Seems indestructible. Cosh will look into this.

Mayor saw this at a convention. Encourages next staff and council to attend conventions. Believes it is money well spent.

- License of Occupation Policy (applies to docks on Municipal unopened road allowances)

11.4.2. Barbara Waldron, Director of Building and Planning/CBO
Re: License of Occupation Policy Number 5.34 – Revised Policy

[License of Occupation Policy Number 5.34 – Revised Policy](#)

Recommendation: THAT Council receive this report from the Director of Building and Planning regarding amendments to License of Occupation Policy Number 5.34; and further THAT Council approve the amended policy for implementation.

The intent of the policy is to deal with encroachments to be placed on unassumed and shoreline road allowances leading directly to or adjacent to a body of water

Financial Implications: Once the policy is implemented, the By-law Enforcement Officer will be attending known sites of where docks are located on Municipally Owned Lands to post on each dock the violation of having a dock on municipal lands without approval. There may be areas where a title search will be required to determine ownership of the lands to determine if they are municipally, crown or private owned lands. If this process is required, this will be a legal title search and the costs will be paid for by the Municipality. If there is a title search to be completed as part of an application by an individual for a Licence of Occupation, this will be required to be paid for by the applicant.


Insurance protection went from 2 million to 5 million.

Peter Franzen – would like to see this passed with five members of council and also the public to ask questions so he is asking that it be deferred for two weeks. He wants to give individuals ability to comment if they wish.

Armstrong – This has been in the works for a while.....when I was campaigning. It is serious issue in Cavendish. Lots of conversation by individuals who are affected. Armstrong would like to receive and approve it.

Armstrong Motion to receive and approve.

Received and Approved

11.4.3. Adele Arbour, Planner
 Re: Application for Flood Hazard Mapping

[Application for Flood Hazard Mapping](#)

Recommendation: That Council receive the Flood Hazard Mapping report from the Planner; and further That Council provide support for the Municipality to apply for funding under the Federal Flood Hazard Identification Mapping Program in collaboration with the Kawartha Regional Conservation Authority; and further That any budget amounts required under this program be included in future 2023 and 2024 Budgets.

Clarkson suggests that there would be big insurance problems as a result.

Adele Arbour - replied that it would help staff greatly.

Clarkson sees that but believes that there is substantial insurance risk to those that already live there if where they live is identified as a flood plain.

Arbour replied that with mapping in place it would educate public as to whether their dwelling would be in the flooding area.

Clarkson still believes that insurance companies should be consulted.

Armstrong -.Climate change is bringing on many changes and it is important. Her concern is cost.

Franzen believes that insurance reacts to places that have previously been flooded but not to flood plains.

Clarkson believes that it needs to be investigated to be certain. Insurance companies need to be asked . Difficult enough to get insurance if you are on lakeshore property.

Armstrong – Motion that we pass this because of imminent deadline pending research to be done with insurance companies about floodplains.

Carried.

- 2022 Budget Timetable

11.5.1. Donna Teggart, CAO/Treasurer
Re: 2023 Budget Timetable

[2023 Budget Timetable](#)

Recommendation: That Council receive the Budget Timetable report from the CAO/Treasurer for information purposes.

The Municipal Budget Administration Policy AD-48 speaks to ensuring that there is a budget process in place that provides sufficient time for Council to review, discuss and recommend inclusions or exclusions from the budget. Budget timetables along with the Municipality's Asset Management Policies also speak to the critical importance of the Public being able to provide their input.

Due by end of September and will be putting out the portal for public consideration.

Passed.

11.6.1. Donna Teggart, CAO/Treasurer
Re: Electronic Sign Purchase

[Electronic Sign Purchase](#)

Recommendation: That Council receive the Electronic Sign report from the CAO/Treasurer for information; and further That Council approve additional funding for the purchase and installation of the sign in the amount of \$20,000 be taken from the Service Delivery Reserve.

Electronic sign – The \$20,000 reserved for sign appears to be about half of what is required. Service Delivery Reserves is where money was coming from and won't affect taxes.

Clarkson – Is this the best place to get the biggest bang for your buck – electronic sign.

If you had to choose a place would there not be a more logical place to put an electronic place inferring where there would be more attention given to it.

Believes that we are missing the boat by not putting a sign in the Buckhorn area.

Armstrong – Motion to receive and not approve. Not needed at this time.No second.

Clarkson believes that it is necessary.

Clarkson moves that we go ahead. Fanzen seconds. Carried

- **Lame Duck Restrictions for Council**

11.7.2. Jessie Clark, Director of Corporate Services/Clerk
Re: Lame Duck and Restricted Acts

[Lame Duck and Restricted Acts](#)

Recommendation: That Council receive the report from the Director of Corporate Services/Clerk regarding Lame Duck and Restricted Acts for their

information.

Background: Section 275 of the Municipal Act, 2001, as amended, prohibits Councils from certain acts after Nomination Day in a municipal election year and the date the new Council takes office under certain circumstances. When Council is in this period of restricted authority, it is commonly known as *Lame Duck*. There are two potential *Lame Duck* periods in an election year. On Nomination Day (August 19, 2022), if the new Council will include less than three-quarters of the members of the outgoing Council (at least four members of existing Council each run for different offices in the 2022 election), Council would be in *Lame Duck*. After Voting Day (October 24, 2022), the Clerk shall declare the results of the election. If the newly elected Council includes less than three-quarters of the outgoing Council (at least four of the seats are maintained by existing members of the Council), Council would be in *Lame Duck* until the new Council takes office (November 21, 2022)

Motion to receive.

Carried.

- Notice of Motion re: County Road 507


15.1. Councillor Armstrong
Re: County Road 507

[County Road 507](#)

- Whereas it is sound fiscal management to balance costs with benefits, and a savings of \$3 million over 75 years between a hot mix asphalt surface and a double surface treatment is material, the annual difference is only \$40,000, and Therefore, Trent Lakes Council respectfully requests the County to update its AADT with post-COVID data, review the financial projections on an annual as well as lifetime basis and to give consideration to applying hot mix asphalt to all sections of County Road 507 in the future.

Councillor Armstrong wants this to go to County.

Motion to approve. Franzen seconded. Carried.

9.1. Ed Ingram, General Manager, MicroAge
 Donna Teggart, CAO/Treasurer
Re: IT Managed Services Agreement

[IT Managed Services Agreement Report
Technology Updates 2022](#)

Recommendation: That Council receive the report from the CAO/Treasurer regarding the IT Managed Services Agreement; and further That Council direct the CAO/Treasurer to sign the MicroAge Managed Services Agreement as attached.

IT managed Services Agreement and that Council direct the CAO/Treasurer to sign the MicroAge Managed Service Agreement as attached. Costs \$2000 a month over budget. CEO suggests underspending.

As attached, MicroAge has now provided a new agreement for a fully managed service in the amount of \$53,040.00 annually which is significantly higher than the anticipated/estimated amount of \$29,000.00. This increased amount is because MicroAge based their estimation on 27 devices. In fact, with recent laptop purchases required during the pandemic which were necessary to allow

Office 365 change was big step in providing security.

All firewalls are up to date.

Armstrong council receive report an that council direct staff to retire redundant pc's and replace with new laptops.

Additional information

Clarkson - Concerned about a Councillor who is putting a lot of information out on social media about the Roads Depot. Clarkson - Should be very careful about what we are saying.