



**Agenda
Council Meeting
Tuesday, March 21, 2023
Electronic Participation 1:00 PM**

8.1. Richard Steinginga, Partner, Baker Tilly
Re: Annual Report for 2022

[Presentation](#)
[2022 Trent Lakes Reporting Letter](#)
[Draft Financial Statements](#)

Auditor Independence - As communicated previously in a separate letter to Council, we are not aware of any relationship between the Municipality and us that, in our professional judgement, may reasonably be thought to bear on our independence.

Independent Auditor's Report- We anticipate that our Independent Auditor's Report will be issued without modification

Evaluation of Internal Controls- There are no significant internal control matters that we wish to bring to your attention.

Illegal Acts, Fraud, Intentional Misstatements and Errors - Testing during our audit did not reveal any illegal, improper or questionable payments or acts,.....

Related Party Transactions - There were no related party transactions identified during the audit that required disclosure in the notes to the consolidated financial statements.

Significant Accounting Principles and Policies - There were no new accounting policies adopted or changes to the application of accounting policies of the Municipality during the year.

Significant Matters Discussed With Management - There were no significant matters arising from the audit discussed with management.

Significant Misstatements- In the course of our audit, we have not found any material misstatements or unadjusted items that, in aggregate, exceed materiality thresholds established for the audit, nor have we found significant misstatements that would likely cause future financial statements to be materially misstated.

Uncorrected Misstatements - Management has deemed the effects of these misstatements to be immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Management has agreed to correct these misstatements in the current year.

Significant Unusual Transactions We are not aware of any significant transactions entered into by the Municipality that you should be informed about.

Disagreements with Management - We are not aware of any cause for concern as to management's attitude, competence or credibility with respect to matters affecting the financial statements.

Difficulties Encountered During the Audit - We encountered no significant difficulties during our audit that should be brought to the attention of Council.

Management Letter During our audit - we did not note any significant issues to report to management; accordingly, we will be issuing a "no issues" letter to management.

New Accounting Pronouncements Not Yet Effective We wish to bring to your attention the following accounting pronouncements that have been issued but are not yet effective that may affect your financial reporting in future periods: · PS 3280 - Asset Retirement Obligations applies to fiscal years beginning on or after April 1, 2022. · PS 3450 - Financial Instruments applies to fiscal years beginning on or after April 1, 2022. We will be working with management to determine the impacts of these changes to your financial statements.

Conclusion We wish to express our appreciation for the co-operation we received during the audit from the Municipality's management.

Report was received

8.2. Natalie Baker, Business Development Manager & Brent Martin, Senior Operations Manager
Ontario Clean Water Agency (OCWA)
Re: 2022 Regulatory Reporting Requirements

[2022 Regulatory Reporting Requirements Presentation](#)
[Alpine Village Pirates Glen DWS Annual Report 2022](#)
[Buckhorn Lake Estates DWS Annual Report 2022](#)

Reviewed background of water regulations starting with Walkerton

Both Buckhorn Lake Estates and Alpine Village/Pirates Glen Drinking Water Systems, under Ontario Regulation 170/03 of the Safe Drinking Water Act are to receive annual inspections by the MECP (100% rating)

Schedule 22 Summary Reports Results: Buckhorn Lake Estates DWS – Treated Water (96.02% rating)

Schedule 22 Summary Reports Results: Alpine Village/Pirates Glen DWS – Treated Water Monthly Rated Flows (m3/d) – Rated Capacity – MDWL

Received as information.

Summary –

8.3. Michael Tocher, Partner, thinc design 179 -
Re: Trent Lakes Open Spaces Master Plan 388

[Trent Lakes Open Spaces Master Plan Presentation](#)
[Trent Lakes Open Spaces Master Plan Small](#)

1. Introduction (Purpose) ● Build upon the 2021 Parks, Recreation and Culture Master Plan ● Realize a municipal-wide connected open space trail network ● Identify recommended improvements to parks, trails, beaches and boat launches ● Provide a detailed and realistic implementation strategy
2. I. Overall Open Space Recommendations 2. Master Plan Recommendations Eight (8) recommendations ● Apply to all types of open spaces ● Develop and implement the following strategies: ○ Signage strategy ○ Land access strategy ○ Public washroom strategy ○ Open space promotion strategy ● Improve recreation opportunities and access: ○ Create an online trails portal ○ Identify and plan for new recreation opportunities ● Add interpretive signage for the Trent Severn Waterway at Ode’Naang Park ● Incorporate information about invasive species management and implement boot brush stations
3. II. Park and Beach Recommendations (cont.) 2. Master Plan Recommendations ● Sandy Beach ○ Update parking lot and explore expansion of parking options ○ Develop traffic calming measures ○ Update pathways ○ Add playground ○ Add additional seating and picnic areas, BBQs
4. Five (5) recommendations ● Establish a Trent Lakes Trails Committee as a sub committee of Council ● Adopt good industry standards for reference for trail design and building ● Collaborate with the County and Ontario Parks ● Explore the feasibility of trail development on recommended industrial sites
5. VII. Proposed Trail Recommendations 2. Master Plan Recommendations Twenty eight (28) recommendations ● Development of a Municipal-wide trails network ● 23 trails are recommended (variety of trail types, lengths) ● Using existing trails when possible (collaboration) ● Phasing (on-road to off-road and alternate routes) 17 ● Detailed mapping Maps of suggested trails on presentation on agenda.

Braybrook – Thanks for your work on Open Spaces Master Plan. Fantastic reference document. It is a fluid document. There is concern as to who will be responsible and what will be done. Establishment of group to do bulk of work.

Armstrong – tremendous plan. Terrific comprehensive inventory of everything in municipality. 85 recommendations is too many. 23 trails are too many one trail a year would be a success. What can we do in four years? Supports composition of a working group.

Franzen – good report. Agrees with a working group. Direct staff to develop criteria for and recommendations for a working group in a month.

Mahor – working group is a good idea. Move some of the items on the list

Franzen to receive report as presented. Cadigan seconds.

Clerk – I believe that we are also looking for someone to approve Open Spaces Master Plan. Received and approved.

Franzen moves that we direct staff that to develop criteria needed for members for an Open Spaces Working Group and report back by May 2 meeting . Armstrong seconds.

Passed.

- 10.1.1. Evan Grieger, Director of Public Works 389 -
Re: 49 Depot Sand Storage Comparison 393

[49 Depot Sand Storage Comparison](#)

Recommendation: That Council receive Sand Storage Structure Comparison for information; and further That Council direct staff to proceed with a Sand Dome and salt shed for winter material storage buildings. Financial Implications: \$1,000,000 will be allocated in the 2024 Capital Budget.

Franzen moves to accept recommendations from staff and to direct staff to proceed with the building. Passed

- 10.2.1. Dylan Cosh, Director of Recreation and Facilities
Re: Deer Bay Hall

[Deer Bay Hall](#)

Recommendation: That Council receive the report from the Director of Recreation and Facilities regarding Deer Bay Hall, and further That Council direct staff to solicit input from the public regarding potential uses for the facility

Franzn – Anyway that we could get a heritage designation on the building?

Cosh – I am ot familiar on what is needed. I would have to speak to

Adele Arbour – the municipality has no designated buildings. There are regulations under Heritage Act. We would have to find out that it meets criteria as a heritage building. First step is forming a Heritage committee.

Braybrook – if it was to be designated as a heritage building if Mjicipality wanted to dispose of it if it was designated as a Heritage Building what woud be possible?

Arbour – Need someone to report to council as to why it should be considered a Heritage Building.

Baybrook – We haven't really decided what we want to do with the building. Need to do that first. Then do we want to re Heritage Building.

Armstrong – Let public supply input as to how they think building should be used.

Put together a template or a series of questions so that we have a series of ideas to assess public inputs

Cosh said that he could do that.

Cadigan – is there a positive side of identifying a heritage designation

Arbour – We aren't losing an important part of our heritage.

Armstrong – moves to receive report and get further input from public using a pre-existing template on potential uses.

Motion carried

Franzen moves that Adele prepare a report regarding Heritage Designation in Trent Lakes for Council

All in favour.

10.2.2. Dylan Cosh, Director of Recreation and Facilities Re: Galway Stove

[Galway Stove](#)

Recommendation: That Council receive the report from the Director of Recreation and Facilities regarding the Galway Stove for information

Franzen – supports recommendation but thinks that we include stove in Health and Safety matter to continue to use that stove.

Cosh says it is included in tender

Armstrong - Council receives report and that council replaces stove due to health and Safety recommendations

Passed.

10.4.4. Adele Arbour, Planner Re: Status of Planning Applications

[Status of Planning Applications](#)

Recommendation: That Council receive the report from the Planner regarding the status of planning applications; and further, That Council direct staff to undertake a review of planning application fees and report back to Council.

To date, there are five (5) applications from 2021 and 2022 which are incomplete, and staff are waiting for additional information to be brought forward. There are currently 10 active files. The number of Zoning By-Law Amendment Applications submitted in 2021 to 2023 are as follows:
2021 – 25 2022 – 36 2023 – 10

Armstrong – I am looking for the most efficient streamlined and effective way to manage applications. Sometimes that involves outsourcing.

Lamshead agrees

Armstrong says streamlining and efficiency is what she is thinking.

Arbour says that is what we have been doing.

Braybrook moves that we accept report with the comments of Mayor and Deputy Mayor in mind. Carried.

10.4.6. Barbara Waldron, Director of Building and Planning/CBO Re: Short Term Rental Update Report

[Short Term Rental Update Report](#)

Recommendation: That Council receive the Short-Term Rental Update Report from the Director of Building and Planning/Chief Building Official; and further That Council re-establishes the Short-Term Rental Working Group to review the components of a short-term rental licencing by-law and provide a draft by-law for Council's consideration; and further That Council appoint two Council members to serve on the Working Group with staff members as appointed by the CAO.

Waldron – we receive many written complaints but there are multiple verbal complaints.

Term ghost hotels was used. When does it become a hotel apart from a residence that is used for short term rental?

Reinstate working group and define what is an STR and what is commercial use

Franzen Recommends that Deputy Mayor and Councilor Braybrook serve on committee.

Braybrook – I do have enforcement background but that would not be my focus but listening to constituents.

Cadigan – Would we get more response if we opened it up to emails?

Waldron – No, I don't believe we would.

Motion to receive report and reestablish working group. By Braybrook and seconded by Armstrong. Report received.

Jessie Clark

That meetings can be broadcast on Rogers TV

Franzen moves to support.

Motion carried,