



**Agenda
Council Meeting
Tuesday, June 6, 2023
Council Chambers 1:00 PM**

8.1. Deputy Mayor Carol Armstrong
Re: Broadband and Cell Expansion

Broadband and Cell Expansion

Agenda –

Definition of Broadband vs. Cell Technology

Digital Subscriber Line (DSL) transmits data over traditional copper phone lines.

Cell Expansion Project

Eastern Ontario Regional Network (EORN) awarded a contract to Rogers 2021 • Upgrade 321 existing towers to 5G • Build 261 new towers • Contract period through 2025 • Funded by Federal, Provincial & County Governments and Private Corporations (

- Approximately 321 existing sites are being upgraded to support LTE phones as well as 5G. •
- Approximately 297 now complete. • Approximately 261 new sites are being built. 13 of the sites are in service. • Approximately 73 sites will be located on existing towers of other providers. 27 sites are now in service. • Project work expected to be complete by 2025 • Will meet or exceed project goals. •
- Service level agreements in place for five years to ensure capacity is maintained.

Broadband Expansion Project

Broadband: Province of Ontario held a reverse auction for providers - 2022 • Bell is one of the successful bidders in TL – contracted late 2022 • NEW Hi Speed Fibre Optic cable coming to our area – target date March 2025 • Over 3,000 homes targeted • Mostly above ground on Hydro poles; some underwater cables in pipes

Towers have to be 15-17 kms apart.

Objective is to cover 99% coverage in eastern Ontario for phone calls.

Goal is to get to 99% coverage.

Fibre optic cable is priority. Target date to get this up and running in our area is March, 2025.

Motion – Coucillor Franzen made motion to receive presentation by Deputy Mayor Armstrong. Motion carried.

10.4.1. Matthew Wesley, Deputy CBO/Building Inspector
 Re: Peterborough Humane Society Agreement

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[Peterborough Humane Society Agreement](#)

Background: On April 1st , 2022, a new contract was entered into with Peterborough Humane Society (PHS), to provide pound and animal control services. The new 2022 contract was to move forward on a cost per use/animal basis, versus a retainer-based contract. At first glance, it appeared that based on historical use of the services provided by PHS, there was potential for significant cost savings for the Municipality. Trends in use were not expected to increase. Unfortunately, this has not been the case, as the new and current contract has resulted in significant and unbudgeted monthly cost increases.

Recommendation If the Municipality wishes to continue to provide animal services, PHS continuing to be the provider of these services still appears to make the most sense. They have the trained staff, an excellent facility and name recognition in the community. While the former retainer-based model was not sustainable for PHS, the current model for service only has been considerably more expensive for the Municipality. A new retainer-based model would seem to address the needs of both parties going forward. Staff are recommending Council determine which option provided by PHS they would prefer and recommend Council direct staff to proceed with entering into a new agreement with PHS to provide animal services in Trent Lakes. Council can also consider, based on information contained herein, not having formal animal control services in place at this time. Staff can monitor the need required and provide future reporting.

Braybrook – How long has the municipality been using PHS. Answer (Matthew Wesley) = for as long as I know.

Wesley – There is no legislation that says we have to do that.

Braybrook – the \$15000 a year is that a retainer.

Wesley – Yes. Any calls are charged above and beyond this retainer.

Franen – Motion to support option 2. Motion carried.

10.4.3. Adele Arbour, Planner
Re: Proposed Administrative Monetary Penalty System (AMPS)
and Implementation

[Proposed Administrative Monetary Penalty System \(AMPS\)
and Implementation](#)

AMPS Process Every person who contravenes a provision of a designated by-law will be issued a Penalty Notice by an Officer appointed by the Municipality and will be required to pay the Municipality an Administrative Penalty in an amount specified. A Penalty Notice is very much the same as a parking “ticket”, except it requires payment of a penalty instead of a fine.

Cadigan – This includes property standards/ We currently have a violation penalty for this. How would this change?

Arbour – We would have to revise all of our existing by-laws to fit this process.

Braybrook – Who would do this?

Arbour – we would have the officer which would administer the fines.

Braybrook – how much would these fines be?

Arbour – we would have to look at each by-law and what penalty would be appropriate for each by-law. The ones that we would like to enforce quite readily should be available for your next meeting.

Armstrong – welcomes this change. Courts are backed up. This makes by-laws more real.

Arbour – Hope to go live by middle of July.

Franzen – Happy to see this become reality especially in terms of short term rentals.

Lambhead = have to be careful it doesn't interfere with zoning. Many may just pay penalty and forget about zoning.

Arbour – Agrees completely. Need to continue discussion with lawyer.

Motion carried to receive.

10.6.1. Donna Teggart, CAO/Treasurer
Re: By-law Enforcement Services

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[By-Law Enforcement Services](#)

Recommendation: That Council receives the report on By-Law Enforcement Services from the CAO/Treasurer for information; and further That Council authorizes the CAO to execute a Security

Service Agreement with Maxam Protection for After-Hour and Weekend By-Law Enforcement Services; and further That Council support appointing Maxam Protection staff as By-law Enforcement Officers for the Municipality. Financial Implications: N/A – An amount of \$10,000.00 is already included in the 2023 Approved Budget for enhanced Contracted By-Law Services

Armstrog - How will this work if we introduce AMPS? Teggart - We could switch before AMPS comes into effect.

Armstrong -Could we put something into the agreement with Maxam that they would use 24 hours but could we put two hours into the agreement to arrive while the activity is still happening.

Teggart – we have had this discussion and that they would certainly try to arrive getting there as soon as possible.

Armstrong – Can we publicize this so that people know that this service is happening.

Teggart – yes. We will get it on social media and web site asap.

Motion by Deputy Mayor that we receive the report, that we support Maxam in putting forward this service .

Braybrook – could we use two months as a test period.

Lamshead agreed with suggestion.

Motion made to amend that council authorizes CAO to provide a 2 month trial period.

All in favor.

10.7.1. Jessie Clark, Director of Corporate Services/Clerk Re: Committee Structure Review

[Committee Structure Review](#)

In assessing the most suitable option to move forward, consideration must be given to a number of matters: 1. The Committee and Board Policy provisions for establishing a new committee, including: • Alignment of the Committee’s mandate with corporate goal and objectives. • Financial considerations (if applicable). • Staff resources required. • Is the Committee required by legislation/regulation? • Is the Committee’s mandate clear, relevant, achievable and/or unique? • Is there an existing Committee or other community body or alternative practice that could deal with the associated objectives and/or proposed mandate? • Is the issue of sufficient public interest?

4. Optimization of Advisory Committee structure and functioning including: • Staff/Committee Relations – Redefine the relationship between staff and Committee to ensure that their work compliments each other. Development of committee work plans and agendas could be more staff driven to ensure

alignment and prioritization of work, focusing everyone's energy toward recognized, prioritized strategic initiatives.

- Role – Reinforce that Committees are advisory in nature and are not decisionmaking bodies to help ensure that work plan development and committee activities are appropriate.
- Mandate – Clarify mandates to reduce overlap and prevent 'scope creep', where possible
- Flow of Information – Clarify how information will flow between various parties (staff, Council, Committee, consultants and the public) in order to set expectations and effectively support operational processes.

Composition – Establish a consistent committee composition requirement with each committee having no more than seven (7) voting members, including two (2) Council Liaisons

Staff Support – Identify a Staff Liaison for each Advisory Committee to act as the day-to-day liaison with the Committee, support development of the work plan and assist in preparation and submission of budget recommendations/grant submissions.

Armstrong suggests postponing this decision. Big decision. Needs to study it more.

Franzen would also like to defer. would like to involve ratepayers association. Would like to former committee heads. Believes we don't need lots of committees. Perhaps one would work.

Deputy Mayor Armstrong - Motion to receive report and that council defers decision on committee structure until July meeting.

Motion carried.

14.1. Donna Teggart, CAO/Treasurer Re: Annual Ratepayer/Community Association Meeting

[Annual Ratepayer/Community Association Meeting](#)

Recommendation: That Council receive the report from the CAO/Treasurer regarding the Annual Ratepayer/Community Association Meeting; and further That Council cancel the 2023 Ratepayer/Community Association meeting; and further That Council direct staff to consult with all Ratepayer/Community Associations regarding the format and objectives of the annual Ratepayer/Community Association meeting hosted by Trent Lakes and report back to Council prior to the approval of the 2024 meeting schedule; and further That Council direct staff to incorporate "Town Hall" sessions between members of the public and Council members into communication planning currently underway

DM Armstrong - The mayor and I have already scheduled five Open House meetings at each of the community centres. Cadigan – does that mean no other councilors can be there.

Clerk – if you were an observer of these sessions okay, but if the councilors would work it would be perceived as a meeting.

Franzen moves to defer until more info is received from Ratepayers associations.

Armstrong agrees but would like to add that council directs staff to communicate with associations by July.

Motion carried.

15.1. Deputy Mayor Armstrong Re: Fuel Reimbursement

Fuel Reimbursement

Whereas in 2023, the Municipality of Trent lakes and Peterborough Public Health are focusing septic inspections on approximately 200 water access only properties in Cavendish; and Whereas the Municipality is asking for volunteers with boats who are willing to drive the inspectors to the identified properties; and Whereas this will require boat operators for 25 - 30 days to complete the inspections; and Whereas these volunteers will be giving their time to support this effort and they will also need to provide the fuel for their boat travel; and Whereas the budget assumed inspection of 300 properties and will be approximately \$33,000.00 underspent; Therefore, Council approves the reimbursement of these volunteer boat operators for their fuel, up to a maximum of \$50.00 per day and to a total not in excess of \$2,000.00, from the unused portion of the 2023 septic inspection budget.

Cadigan seconds. Motion carried.