



**Agenda
Council Meeting
Tuesday, July 11, 2023
Council Chambers 1:00 PM**

- 8.1. Julie Ingram, Manager, Environmental Health, Chief Building Official,
Part 8 - Sewage Systems, Peterborough Public Health
Re: Onsite Sewage System Maintenance Inspections

Onsite Sewage System Maintenance Inspections

Benefits of Septic Maintenance Programs • In Ontario, 70% of on-site sewage systems aged 7-15 years are failing and 55% of these failures are related to poor maintenance and management. 1 • An estimated 80-90% of on-site sewage systems in Ontario are conventional leaching beds or sand filter beds, and are not regulated by any maintenance or reporting requirements. 1 • Septic re-inspection programs have been recommended by the Environmental Commissioner of Ontario to protect vulnerable areas against nutrient loading. 1 • Education of landowners has been a major benefit of re-inspection programs.

Sewage System Maintenance Inspections or “Re-inspections” 1. Mandatory Maintenance Inspection Programs • Septic re-inspections every five (5) years • Properties located in vulnerable areas (near surface water intake or wellheads for municipal water systems) • Properties within 100 metres of Lake Simcoe • Locally – Alpine Village and Buckhorn Lake Estates

2021 Discretionary Maintenance Inspections • Received a list from Municipality of 275 properties for inspection; requested more upon exemption confirmation • Geographic area of focus included numerous fire routes, surrounding Catchacoma, Beaver, and Mississauga Lakes • Properties divided up into four “zones” for inspections with timeframes to expose septic tank lids

2023 Re-inspection Program Plan • Program continues for 2023 • Focus is on Water Access Only (WAO) properties: • Pencil Lake • Catchacoma Lake • Bottle Lake • Gold Lake • Beaver Lake • Mississauga Lake • Will attempt completion of deferred inspections as well

2023 – Mandatory Maintenance Inspections • 13 properties are due for inspection in 2023 as part of the five-year cycle in addition to those who have deferred. • Communication with property owners will be initiated in Quarter 3 with instruction to prepare for inspection during a specific timeframe. • Several Orders to Comply have already been issued, and we are seeing a good level of response. • Inspection times will be booked with homeowners who are willing to attend, in order to enhance public education.

Councilor Armstrong – 10 % rate over ten years. This says to me that this is a necessary program. Natural shorelines and properly functioning septic systems are important for clean water.

Cadigan movement to receive. Seconded Armstrong. Motion carried.

8.2. Jeffrey McIntosh, Assistant Vice President - Public Sector, Aon Re: Municipal Insurance Market Update 2022

Municipal Insurance Market Update 2022

2023 Insurance Market Update Pricing environment has moderated. Increased need for underwriting information More information in-depth information about risks so that they can be priced accordingly Deductibles and retentions have increased Insurers are asking clients to have more of their own “skin in the game” by increasing retentions and deductibles These are the amounts that an insured must pay before the insurer is responsible for the remaining claim amount Cyber attacks are increasing Ransomware attacks on public institutions are increasing in frequency and the cost of an average attack is now in the millions of dollars

Hall Rental/Event policy – Facility User Program Implementation of a facility users program has been discussed, where users would purchase their own insurance for activities taking place at municipal facilities Very low pricing, depending on activity type Card games, meetings, hockey, other sports etc.

8% decrease this year announced by McIntosh.

Your claims have been decreasing. That is basically due to the work of your staff which sees possible problems before they become claims. Doesn't have to be right now.

Armstrong – I haven't seen a history of the number that are placed with you. Doesn't have to be right now.

Secondly saying that each party has to have their own insurance is doubling up expenses on a hall which , I think, are already underused. We are trying to encourage use of these halls.

McIntosh - I would be happy to discuss that with you.

Braybrook – If you have ten skaters on the ice or 4 pickleball players does each group need to get their own insurance? We just hope that it doesn't become prohibitive. We don't want the municipality to be penalized for premiums.

McIntosh – I have had discussions with staff re this. I wouldn't expect every single person that is going o the ice to buy their own insurance. Maybe they would buy it as a group. Those are issued that would have to be ironed out.


Bray brook – Thank you. My concern is that it becomes prohibitive to participate.

Cadigan – question about docks.

McItoch – docks that are on municipally owned land. Something that we have been working on with staff. The issue that it is on municipal land and you are not organizing the activity. You would have to look at risk management around that and what activity is going on and who is organizing it.

Motion by Braybrook to receive. Franzen for second. All in favor.

9.1. Jim Adamson

 A Re: The Canada 911 Ride Foundation

The Canada 911 Ride Foundation

The Canada 911 Ride Foundation (<https://canada911ride.org>) is a not-for-profit charity, which host an annual motorcycle ride and banquet, one in Atlantic Canada and the other in Ontario. The Canada 911 Ride is unique, the only multi day fully police escorted ride in Canada. Imagine being in a continuous line of motorcycles that can span as long as 4 km.

Our 2023 911 Ride will take place on Friday, August 25, 2023, starting in Selwyn Township at 8:00am at Classy Chassis and Cycles (1399 8th Line Smith, Lakefield-beside Selwyn Township offices) and at 10:00am traveling through Trent Lakes County Road 36 to northbound County Road 507. Trent Lakes Fire Service will be greeting our riders as we drive by, at the Cavendish Community Center.

Armstrong – what can we do to support you?

Adamson – come out. Have some pancakes. Pancakes are in Selwyn. We just want to come and go through with no problems.

Braybrook – You don't solicit donations. Would be interested in a donation?

Adamson – Absolutely

Braybrook – Move to donate \$500 to Canada 911.

Franzen – seconds

CEO – there is over \$4000 for discretionary donations.

Motion carried.

Braybrook – could we put this on the website? Wouldn't it be great to have some people on the bridge when they ride thru?

Adamson – it is a rolling block. It is an advance team going through first. We don't want to block traffic. We are a rolling group.

10.1.1. Chelsea Carpenter, Supervisor of Waste/Public Works
Coordinator
Re: Fees and Charges By-law Amendment

[Fees and Charges By-law Amendment](#)

As previously presented, waste management staff reviewed the waste disposal fees along with the fee structure to ensure it accurately reflects the cost of the items/services provided. A couple of changes were recommended to Schedule F in the By-law and are outlined below: • Remove sorted and unsorted for mixed loads. Replace with mixed load. • Increase the cost of a mixed load to \$110 per cubic yard from \$55 per cubic yard. • **Remove the minimum charge for a mixed load The proposed cost increase for mixed loads is more appropriate in comparison to the waste disposal fee of other materials such as shingles and drywall, concrete and bricks, and construction and demolition which range from \$50 per cubic yard to \$90 per cubic yard.** Additionally, the proposed increase is in line with neighbouring waste disposal sites

This price change does not affect residents bringing in regular household garbage. Furthermore, residents that sort their loads will continue to be charged the respective waste disposal fees for the incoming materials and will not be impacted by the price change. Residents that do not sort their loads will be charged the mixed load waste disposal fee.

Staff recommends option 1. Staff also recommends that this is done as soon as possible to get around any disagreements.

Armstrong – supports option 1 with out any staggering of increase.

Franzen seconds that motion.

All in favor.

10.2.1. Dylan Cosh, Director of Recreation and Facilities
Re: Buckhorn Library Repairs

[Buckhorn Library Repairs](#)

Background: On April 22, 2023 the Buckhorn Library experienced an overflow of a toilet which caused a flood and significant damage to drywall in the basement level of the facility. The overflow is believed to

be the result of an unreported obstruction. Staff have been unable to replicate the events. The fixture is a recent replacement and all aspects seem to be otherwise functioning well.

Repairs are completed. Cost of repair is over our operating budget. Most of the drywall in the OPP office had to be replaced. New carpet tile needs to be replaced upstairs in the library which needs to come with Library budget.

Armstrong moves to receive report and approve the transfer the \$9000 to cover costs

Cadigan seconds.

Motion carried.

10.4.5. Adele Arbour, Planner Re: Administrative Monetary Penalty System (AMPS) By-law and Implementation

That Council receive the report from the Planner regarding the Administrative Monetary Penalty System (AMPS) By-Law and Implementation; and further That Council support the following By-Laws which are on today's Council agenda for approval: - Administrative Penalty System (AMPS) By-Law; - Hearing Officer By-Law; - Open-Air Burning and Fireworks By-Law; - Noise By-Law; - Nuisance By-Law; and - Screening and Hearing Officer Appointments. Financial Implications: Cost of AMPS Penalty Notices Ticket Book Format, in the amount of \$225.00 plus taxes. Delivery estimated at \$60.00.

A picture of the notice of a fine was presented In a power point presentation which was not available for copy and paste.

Once penalty notice is issued one has 15 days to pay. Hearings can be requested.

Cadigan – what will this system cost us? We are hiring other people, right?

Arbour – fee for half day and fee for full day hearings. Cost of program is to pay for that as that service is needed a number of hearings will be heard at one time. It is not intended to cost taxpayer any money.

Cadigan - It is not working out in my head how this is paid for. Thank you for your help.

Franzen – Happy that we have reached this point.

Armstrong – thanks for the work required to get this completed.

Arbour – the penalty notice does not have to be given to a property owner which is why we tried to get the ID of the person to whom the penalty is being issued.

Brockbank - question about open air burning?

Arbour – Fire Chief wanted to look at by-law and revamp but his timeline didn't give him time until the fall. We took the new penalties into one document with the help of the fire chief.

Motion by Franzen to receive report regarding AMPS and that council supports the information presented.

Armstrong seconds. All in favor.

Rachel Stark, Economic Development and Marketing
Coordinator

Re: Rural Transit Solutions Fund

[Rural Transit Solutions Fund](#)

Recommendation: That Council receives the report on Rural Transit Solutions Fund from the Economic Development and Marketing Coordinator for information; and further That Council direct staff to apply for the Rural Transit Solutions Fund with a proposed project to create a mobility hub in Buckhorn.

This brought forward the idea of a mobility hub. A mobility hub is essentially a paved parking lot that would provide various resources for shared transportation. This can include but is not limited to carpool parking, bicycle racks, EV stations, benches, a shelter, and washrooms.

The proposed mobility hub could also serve as a bus stop for The Link, should it be extended to Trent Lakes. It would also provide more parking options for residents and tourists visiting Buckhorn.

Braybrook – believes that it is an opportunity to dovetail other plans we may consider down the road.

Lamshead thinks that it is a great idea.

Franzen said that the area around Novies Creek wanted bus service to Lindsay. Area around Buckhorn wanted bus service to Peterborough. Difficult to provide one service for everyone in the large municipality.

Cadigan – I agree that if we get public service to Buckhorn would be a great service to the municipality and I dream of the day that we could get service to Flynn’s or even Catchacoma.

Braybrook – what are we applying for?

All in favor as recommended.

10.6.2. Donna Teggart, CAO/Treasurer
Re: Annual Ratepayer/Community Associating Meeting Public Feedback

[Annual Ratepayer/Community Associating Meeting Public Feedback](#)

Recommendation: That Council receive the report from the CAO/Treasurer regarding Annual Ratepayer/Community Association Meeting Public Feedback; and further That Council direct staff to schedule the 2023 Ratepayer/Community Association meeting on September 16, 2023 at 10:00 a.m.; and further That Council direct staff to schedule an annual Special Council meeting for a Ratepayer Meeting on the second Saturday in July at 10:00 a.m.

Braybrook added that Cavendish Ratepayers be involved

Armstrong – should it be divided into two motions. This is not a council meeting.

Motion carried.

14.1. Jessie Clark, Director of Corporate Services/Clerk 364 -
Re: Committee Structure Review 403

[Committee Structure Review](#)

Background: The Municipality has two established Advisory Committees, namely the Economic Development Advisory Committee (EDAC) and the Parks, Recreation and Culture Advisory Committee (PRCAC). These Advisory Committees are not legislatively mandated and exist at the sole discretion of Council. At the August 9, 2022 Regular Council meeting, the following resolution was passed: That Council receive the report from the Deputy Clerk regarding Committee and Board Structure Review; and further That Council direct staff to review By-law B2018-022 and report back to Council on opportunities to expand the appeal role of the Committee of Adjustment; and further That Council defer a decision on the structure of Advisory Committees to the new Term of Council and pending the completion of the Economic Development, Tourism and Recovery Strategic Plan, the Open Spaces Master Plan and

Council's Strategic Planning exercise; and further That staff be directed to postpone posting of vacancies for Advisory Committees until Council has approved the structure of Advisory Committees, including updated Terms of Reference; and further

That all public appointments to the Economic Development Advisory Committee and the Parks, Recreation and Culture Advisory Committee expire on January 31, 2023.

The term of the PRCAC was subsequently extended to March 31, 2023 for the sole purpose of providing Council with feedback and comments on the draft and final Open Spaces Master Plan.

Option 1: Working Groups (No Advisory Committees)

Option 2: One Advisory Committee – Consolidation of EDAC and PRCAC

Option 3: Multiple Advisory Committees – Select Advisory Committees Council could opt to establish Multiple Advisory Committees. Should Council opt for multiple Committees, it is recommended that no more than three Committees be established in order to ensure adequate staff resources are available to support them.

Consideration was also given to other potential committees as noted below:

Accessibility Advisory Committee (AAC)

Heritage Committee

Environment and Climate Change Advisory Committee

Proposed Resolutions Depending on which Option Council decides to proceed with, there may be necessary reviews and changes to be brought forward to Council. Staff have drafted the resolutions below to correspond with the three options presented in the report. Option 1: Working Groups (No Advisory Committees)

Option 2: One Advisory Committee – Consolidation of EDAC and PRCAC

Option 3: Multiple Advisory Committees – Select Advisory Committees

Franzen supports Option 3 plus an environmental/ climate change committee

Armstrong asks why.

Franzen thinks because other municipalities are doing more re environmental/climate change.

Armstrong thinks that the implementation plan- open spaces and economic development plan - is there. The staff has done a lot of work. The council is the steering committee. For this year lets not put in place an EDAC. I think that it is a handoff to staff Probably we will need a trails committee. An environmental

committee would be a great idea with experts on it. An expert on a heritage committee is important if there would be such a committee.

Franzen

Armstrong believes that the staff will develop terms of reference.

Braybrook wants to see it to be balanced – not just experts.

Franzen – it would be beneficial to the committee with i.e. a science background.

Braybrook – there should not be just one voice but members should be variety.

Armstrong – moves that we proceed with having staff draft the necessary work for creating the two new committees – Heritage and Environment - and we hold for now the Economic committee and PRCAC until next January or February when we have a better idea of what we would like them to do.

Braybrook = If we don't have the expertise then we just wait. Populating with whomever - we don't do that just to have a committee.

Call for vote. Carried.

EMERGING NEWS – Chief Brockbank inserted that the Ministry is taking away the fire ban provincewide. On social media today and website tomorrow.