



## THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE COUNCIL MINUTES

September 6, 2022, 6:30 p.m.

Present: Mayor Bob Sanderson  
Deputy Mayor Les Andrews  
Councillor John Bickle  
Councillor Laurie Carr  
Councillor Wendy Meadows  
Councillor Vicki Mink

Members Absent: Councillor Jeff Lees

Staff: David Smith, Chief Administrative Officer  
David Baxter, Director, Finance  
Jeanette Davidson, Director, Works and Engineering  
Todd Davis, Director, Planning and Development  
Julia Snoek, Director, Parks, Recreation and Culture  
Jason Williams, Director, Protective Services  
Brian Gilmer, Director, Corporate Services/Clerk  
Shrishma Davé, Manager, Legislative Services/Deputy Clerk

*Minutes of the Regular Meeting of the Corporation of the Municipality of Port Hope were held at 56 Queen Street, Port Hope, Ontario*

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### 1. Call to Order

The meeting was called to order at 6:30 p.m.

#### 1.1 Moment of Silent Reflection

#### 1.2 Land Acknowledgement

Mayor Sanderson acknowledged that this meeting was being held on the traditional territory of the Mississauga Nations.

#### 1.3 COVID and Safety Updates

Councillor Bickle provided a safety update.

#### 1.4 Community Updates

Mayor Sanderson provided an update with respect to:

- Road safety as school begins;
- Reminder that the next meeting is the last Council meeting for this Council due to the upcoming Municipal Election;
- The Municipal Election will take place on October 24, 2022. Please keep checking [porthopevotes.ca](http://porthopevotes.ca) for up to date information on the municipal election.

#### 2. DISCLOSURE OF PECUNIARY INTEREST AND THE NATURE THEREOF

None declared.

#### 3. CLOSED SESSION

None.

#### 4. PUBLIC MEETING - DEVELOPMENT CHARGES BY-LAW

##### 4.1 Presentation by Peter Simcisko, Managing Partner at Watson & Associates Economists Ltd, regarding Development Charges By-law Update

Peter Simcisko, Managing Partner, Watson & Associates Economists Ltd. was in attendance and provided a PowerPoint presentation.

**Moved by** Councillor Carr

**Seconded by** Deputy Mayor Andrews

1. That the presentation from Peter Simcisko, Managing Partner at Watson & Associates Economists Ltd, regarding Development Charges By-law Update be received for information; and
2. That a resolution be presented to Council on September 20, 2022 to approve the Development Charges Update Study dated July 22, 2022, subject to further annual review during the capital budget process; and determine that no further public meetings are required; and
3. That a by-law be presented to Council on September 20, 2022 to adopt the proposed Amending Development Charges By-law as set out in the 2022 Background Study (Appendix A).

**CARRIED**

**5. CONSENT AGENDA - Approval of the Minutes of Previous Meetings**

**Moved by** Councillor Meadows

**Seconded by** Councillor Bickle

That Council Meeting minutes of August 2, 2022, Committee of the Whole Meeting minutes of August 2, 2022 and Public Meeting minutes of August 3, 2022 be approved as circulated.

**CARRIED**

5.1 Council Meeting Minutes of August 2, 2022.

5.2 Committee of the Whole Meeting Minutes of August 2, 2022.

5.3 Public Meeting Minutes of August 3, 2022. (SU01-2022 and ZB02-2022) 3852 Ganaraska Rd

**6. Business from Previous Minutes and Notification of New Business**

None.

**7. Petitions and Delegations**

None.

**8. Correspondence**

None.

**9. Staff and Committee Reports**

9.1 FS-19-22 re: Tax Adjustments Under 357.

Director Baxter provided an overview. Any applicants in attendance were provided an opportunity to address Council regarding their application. No applicants were present.

**Moved by** Deputy Mayor Andrews

**Seconded by** Councillor Meadows

1. That pursuant to Section 357(5a) any applicant in attendance be given the opportunity to address Council regarding their application; and further,

2. That Council refer to Resolutions.

**CARRIED**

**10. CONSENT AGENDA - Resolutions**

Resolutions 47/2022, 48/2022, 49/2022, 50/2022, 51/2022 and 52/2022 were considered collectively.

10.1 47/2022

**Moved by** Councillor Carr

**Seconded by** Deputy Mayor Andrews

**WHEREAS** Council at their meeting held on August 2, 2022 considered Staff Report CS-12-22 regarding Community Engagement Policy;

**NOW THEREFORE BE IT RESOLVED THAT** Council adopt the Community Engagement Policy attached hereto.

**CARRIED**

10.2 48/2022

**Moved by** Councillor Carr

**Seconded by** Deputy Mayor Andrews

**WHEREAS** Council at their Committee of the Whole meeting held on August 2, 2022 considered Staff Report CS-13-22 regarding updated Brand Guidelines;

**NOW THEREFORE BE IT RESOLVED THAT** Council adopt and implement the updated Brand Guidelines for the Municipality of Port Hope attached hereto.

**CARRIED**

10.3 49/2022

**Moved by** Councillor Carr

**Seconded by** Deputy Mayor Andrews

**WHEREAS** Council at their Committee of the Whole meeting held on August 2, 2022 considered Staff Report PD-27-22 regarding Formal Adoption of Heritage Registrar;

**NOW THEREFORE BE IT RESOLVED THAT** Council formally adopt the Municipality of Port Hope Heritage Register attached hereto.

**CARRIED**

10.4 50/2022

**Moved by** Councillor Carr

**Seconded by** Deputy Mayor Andrews

**WHEREAS** By-law 05/2021 being a By-law to Establish Boards and Committees for the Municipality indicates that the composition for the Civic Awards Advisory Committee shall consist of a representative from the Chamber of Commerce;

**AND WHEREAS** correspondence was received from the Port Hope and District Chamber of Commerce dated August 16, 2022 advising that at their regular meeting of June 14, 2022 the Board had appointed a member as their representative to the Civic Awards Advisory Committee;

**NOW THEREFORE BE IT RESOLVED THAT** Council appoint Kendra Simmons as a representative of the Port Hope and District Chamber of Commerce to the Civic Awards Advisory Committee as requested by the Port Hope and District Chamber of Commerce Board of Directors at their June 14, 2022 meeting.

**CARRIED**

10.5 51/2022

**Moved by** Councillor Carr

**Seconded by** Deputy Mayor Andrews

**WHEREAS** the Audit Committee at their August 30, 2022 meeting recommended a Resolution be prepared for presentation to Council to approve the Draft 2021 Financial Statements;

**NOW THEREFORE BE IT RESOLVED THAT** Council approve the Draft 2021 Audited Financial Statements attached hereto.

**CARRIED**

10.6 52/2022

**Moved by** Councillor Carr

**Seconded by** Deputy Mayor Andrews

**WHEREAS** Council at their meeting held on September 6, 2022 considered a Staff Report regarding Write-off, cancellation, reduction and refund of taxes, Section 357 (1) and 358 (1) of the Municipal Act, 2001, S.O. 2001, c.25;

**NOW THEREFORE BE IT RESOLVED THAT** Council approve the attached Schedule "A" write-off, cancellation, reduction, and refund of taxes consistent of the recommendation of Municipal Property Assessment Corporation (MPAC) and estimated in the amount of \$625.72 in accordance with Sections 357(1) and 358(1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended.

**CARRIED**

## **11. By-laws**

11.1 57/2022

**Moved by** Councillor Bickle

**Seconded by** Councillor Meadows

**NOW THEREFORE BE IT RESOLVED THAT** By-law 57/2022 being a By-law to Repeal By-law 56/2011 be read a first and second time.

**CARRIED**

11.2 58/2022

**Moved by** Deputy Mayor Andrews

**Seconded by** Councillor Mink

**NOW THEREFORE BE IT RESOLVED THAT** By-law 58/2022 being a By-law to Repeal By-laws 78/2005 and 96/2022 be read a first and second time.

**CARRIED**

11.3 59/2022

**Moved by** Councillor Carr  
**Seconded by** Councillor Mink

**NOW THEREFORE BE IT RESOLVED THAT** By-law 59/2022 being a By-law to Assume a 1 foot (.3 metre) parcel of land in the area of Jiggins Court and Jarvis Drive as a Public Highway be read a first and second time.

**CARRIED**

11.4 60/2022

**Moved by** Deputy Mayor Andrews  
**Seconded by** Councillor Mink

**NOW THEREFORE BE IT RESOLVED THAT** By-law 60/2022 being a By-law Being a By-law for the Regulation, Registration, Keeping and Licensing of Dogs, Prohibiting the Running at Large of Dogs and Prohibiting Cruelty to Domestic Animals Within the Municipality of Port Hope and Repeal By-law 20/2020 be read a first and second time.

**CARRIED**

**Moved by** Deputy Mayor Andrews  
**Seconded by** Councillor Bickle

**NOW THEREFORE BE IT RESOLVED THAT** By-laws 57/2022, 58/2022, 59/2022, 60/2022 be read a third time, passed and that the said By-laws be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and engrossed in the By-law Book.

**CARRIED**

## **12. New and Other Business**

None.

## **13. County Update**

Mayor Sanderson provided an update with respect to:

- Northumberland County and Habitat for Humanity Northumberland are launching the 2022 Northumberland Renovates program;
- The Government of Canada has announced an additional investment of \$2.4 million to support construction of the Elgin Park Redevelopment in Cobourg;
- Rail Safety Week will be held across Canada from September 19 – 25<sup>th</sup>
- September is Hunger Action Month; and
- Next County Council meeting is Wednesday September 21, 2022.

**14. Question Period**

Council - None

Media - None

Public - S. Stickley, 231 Walton Street, requested information regarding community engagement with respect to Lions' Park redevelopment. She requested further information regarding whether the newly elected council would meet in person or through a hybrid format. Ms. Stickley also requested information regarding timelines for posting minutes/agendas for previous years on the municipal website.

**15. Confirmatory By-law**

15.1 61/2022

**Moved by** Deputy Mayor Andrews

**Seconded by** Councillor Bickle

**NOW THEREFORE BE IT RESOLVED THAT** By-law 61/2022 being a By-law to Confirm the Proceedings of the Council meeting of September 6, 2022 be read a first and second time and passed and that the said By-law be signed by the Mayor and Clerk, sealed with the seal of the Corporation, and engrossed in the By-law Book.

**CARRIED**

**16. Adjournment**

Council meeting adjourned at 7:07 p.m.

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Bob Sanderson, Mayor

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Brian Gilmer, Clerk