



THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE COMMITTEE OF THE WHOLE 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 Committee of the Whole Meeting of the Corporation of the Municipality of Port Hope were held at 56 Queen Street, Port Hope, Ontario

1. CALL TO ORDER

The meeting was called to order at 7:17 p.m. following the Council meeting.

1.1 Mayor's Update

Mayor Sanderson provided an overview of the Hope Agricultural Heritage Club BBQ taking place on September 24, 2022.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE NATURE THEREOF

None declared.

3. DELEGATIONS

3.1 Erin Beatty, Executive Coordinator, Therapeutic Foster Care, Highland Shores Children's Aid regarding October as Dress Purple Month.

Erin Beatty, Executive Coordinator, Therapeutic Foster Care, Highland Shores Children's Aid was in attendance.

Moved by Councillor Mink

Seconded by Deputy Mayor Andrews

That the presentation by Erin Beatty, Executive Coordinator, Therapeutic Foster Care, Highland Shores Children's Aid regarding October as Dress Purple Month be received for information.

Delegation was excused at 7:25 p.m.

4. CONSENT AGENDA

Moved by Councillor Bickle

Seconded by Councillor Meadows

That Consent Agenda items 1 through 2 be received for information purposes.

CARRIED

4.1 Port Hope Police Services Board Meeting Minutes of June 23, 2022.

4.2 Parks, Recreation and Culture Advisory Committee Meeting Minutes of June 15, 2022.

5. Corporate Services - Councillor J. Lees

Mayor Sanderson chaired this portion of the meeting in Councillor Lees' absence.

5.1 Staff Reports

5.1.1 CS-14-22 re: Lease Agreement with the ACO for the Chapel and Cottage within Union Cemetery.

Moved by Councillor Bickle

Seconded by Councillor Meadows

That a by-law be presented to Council to authorize 20 year lease agreements with the Architectural Conservancy Ontario Inc. Port Hope Branch for the caretaker's cottage and chapel located at 110 and 114 Toronto Road respectively.

CARRIED

5.1.2 CS-15-22 re: Acceptable Use of IT Assets Policy.

Moved by Deputy Mayor Andrews

Seconded by Councillor Meadows

That a resolution be presented to Council to adopt the Acceptable Use of IT Assets Policy.

CARRIED

- 5.1.3 CS-16-22 re: Sale of Portion of Road Allowance - Cloverlark Enterprises Inc. / HopeTowns Agri-venture

Moved by Councillor Bickle

Seconded by Councillor Meadows

That a by-law be presented to Council to stop-up, close, and sell a portion of road allowance to Cloverlark Enterprises Inc. to facilitate the HopeTowns agri-venture development located at 5373 Lakeshore Road

CARRIED

- 5.1.4 CS-17-22 re: 2023 Council and Committee of the Whole Meeting Schedule.

Moved by Councillor Meadows

Seconded by Deputy Mayor Andrews

That a resolution be presented to Council to approve the proposed 2023 Council / Committee of the Whole Meeting Schedule.

CARRIED

- 5.1.5 CS-18-22 re: Delegation of Authority By-law Amendment - Site Plan Control

Moved by Councillor Carr

Seconded by Councillor Meadows

That a by-law be presented to Council to amend By-law 75/2019 - Delegation of Authority, in order to delegate authority for all Site Plan Control to the Director, Planning and Development, as outlined through the changes in Bill 109, the More Homes for Everyone Act.

CARRIED

5.2 New Business

Shrishma Davé, Manager, Legislative Services/Deputy Clerk, provided an overview of election activities, including the Meet Your Candidates page, which was live on the Municipality's election website: porthopevotes.ca

Corporate Services Committee adjourned at 7:47 p.m.

6. Finance - Councillor L. Carr

6.1 Staff Reports

- 6.1.1 FS-20-22 re: 2021 Development Charges.

Moved by Councillor Bickle

Seconded by Councillor Meadows

1. That the Development Charges Financial Statements for the calendar year ending December 31, 2021 be received for information purposes;

2. That a copy be made available to the public on the Municipal website.

CARRIED

6.1.2 FS-21-22 re: 2021 Building Reserve Fund.

Moved by Councillor Meadows

Seconded by Deputy Mayor Andrews

1. That the 2021 Building Permit Fees Annual Report be received for information purposes and further;
2. That a copy be made available to the public on the Municipal website.

CARRIED

6.1.3 FS-22-22 re: Revised Procurement Policy.

Moved by Councillor Mink

Seconded by Mayor Sanderson

That a by-law be presented to Council to implement the new Procurement Policy and repeal the previous By-law 20/2018.

CARRIED

6.1.4 FS-23-22 re: Electronic Monitoring Policy.

Moved by Deputy Mayor Andrews

Seconded by Councillor Bickle

That a resolution be presented to Council to adopt the Electronic Monitoring Policy.

CARRIED

6.1.5 FS-24-22 re: Other Than Continuous Full-time (OTCFT) Employee Benefit Plan.

Moved by Councillor Mink

Seconded by Mayor Sanderson

That a resolution be presented to Council to direct staff to:

- 1) Implement a group health and dental benefit plan for non union part-time, seasonal and contract employees ("Other Than Continuous Full-time Employees") effective January 1, 2023 with a Health Spending Account credit administered to those employees who have met the eligibility criteria
- 2) Close the current Other Than Continuous Full-time (OTCFT) non union employee benefit plan to future employee enrolment and maintain the benefit plan for currently enrolled non union employees until their cessation of employment, their transfer to another plan, or change of employment classification.

3) Revise the Non-Statutory Benefit Policy to reflect the following changes for the non union Other Than Continuous Full-time (OTCFT) Employees:

- Non union part-time, seasonal, and contract employees would be eligible to enrol in the Health Spending Account benefit plan, where they have worked seven hundred (700) or more hours in the preceding year, are actively employed and working with the Municipality in the year that follows.
- The Health Spending Account amount would be \$250 per year and for each successive year, where the employee meets the seven hundred (700) hours worked criteria, an additional \$250 Health Spending Account credit would be added to their account, up to a maximum of ten (10) years of meeting the eligibility criteria, with a two thousand five hundred dollar (\$2,500) Health Spending Account credit maximum.
- Summer students, AND contract employees whose employment is dependent on funding from an outside source, would not be eligible to participate in the OTCFT Benefit plan.

CARRIED

6.2 New Business

Councillor Carr provided a Library update.

Finance Committee adjourned at 8:05 p.m.

7. Planning and Development - Deputy Mayor L. Andrews

7.1 Staff Reports

7.1.1 PD-29-22 re: Complete Applications - Official Plan Amendment Application (OP02-2022) and Zoning By-law Application (ZB04-2022) 60 Henderson Street.

Moved by Mayor Sanderson

Seconded by Councillor Mink

That Committee receive as information and direct Staff to proceed in accordance with the notification requirements of the *Planning Act*.

CARRIED

7.1.2 PD-30-22 re: Mason Homes 5A Development Agreement.

Moved by Councillor Bickle

Seconded by Mayor Sanderson

1. That a By-law be presented to Council to authorize the execution of Subdivision Agreement with 2107401 Ontario Inc., Penryn Mason Homes Inc., AON Inc., Penryn Park Estates Inc. and the Bank of Montreal for Phase 5A.

2. That following the Registration of the above-noted Subdivision Agreement, that staff be authorized to approve the subject Plan of Subdivision, as Final Approved and then proceed with the necessary arrangements to have the Plan Registered in accordance with Section 51(58) of the *Planning Act*.

CARRIED

- 7.1.3 PD-31-22 re: Complete Application, Zoning By-law Amendment Application (ZB06-2022), 143 Walton Street.

Moved by Mayor Sanderson

Seconded by Councillor Mink

That Committee receive as information and direct Staff to proceed in accordance with the notification requirements of the *Planning Act*.

CARRIED

- 7.2 New Business

None.

Planning and Development Committee adjourned at 8:20 p.m.

8. Parks, Recreation & Culture - Councillor W. Meadows

- 8.1 Staff Reports

- 8.1.1 PRC-12-22 re: Parks, Recreation and Culture Event Activity Report.

Moved by Councillor Bickle

Seconded by Deputy Mayor Andrews

That Staff Report PRC-12-22 re: Parks, Recreation and Culture Event Activity Report be received for information.

CARRIED

- 8.1.2 PRC-13-22 re: Foundational Funding Service Agreements.

Moved by Councillor Mink

Seconded by Councillor Carr

That a Resolution be presented to Council to approve the Foundational Funding Service Agreements Policy; and further,

That Council authorize staff to proceed with the execution of three Foundational Funding Service Agreements as outlined in this report.

CARRIED

8.2 New Business

Councillor Meadows provided a Parks, Recreation and Culture update.

Parks, Recreation and Culture Committee adjourned at 8:31 p.m.

9. **Works and Engineering - Councillor V. Mink**

9.1 Staff Reports

9.1.1 CAO-08-22 re: Lion's Park Concept Plan for Post Remediation.

Moved by Mayor Sanderson

Seconded by Deputy Mayor Andrews

That a resolution be presented to Council to approve the attached Landscape Restoration Concept Plan for the Lion's Park woodlot and immediate area post remediation.

Withdrawn

Moved by Mayor Sanderson

Seconded by Deputy Mayor Andrews

That a resolution be presented that Council direct Staff to begin the public consultation process which will determine the final design options for the Lions park remediation area post remediation, using the schematics provided to initiate the process.

CARRIED

9.1.2 WE-24-22 re: Organizational Structure Revisions - MPS Team.

Moved by Councillor Meadows

Seconded by Councillor Bickle

That a by-law be presented to Council to repeal By-law 50/2014 that established the former Municipal Project Staff Team and replace it with a new by-law that recognizes the newly created Environmental Remediation division within the Works and Engineering Department.

CARRIED

9.2 New Business

Works and Engineering Committee adjourned at 8:56 p.m.

10. **Protective Services - Councillor J. Bickle**

10.1 Staff Reports

None.

10.2 New Business

Councillor Bickle welcomed Jason Williams, incoming Director, Protective Services.

Protective Services Committee adjourned at 9:00 p.m.

11. Question Period

Council - None

Media - None

Public - Robert Fishlock, Pine Street, regarding Item 9.1.1, requested information regarding timelines for cutting trees.

12. Adjournment

Committee of the Whole meeting adjourned at 9:05 p.m.

Bob Sanderson, Mayor

Brian Gilmer, Clerk