



**THE CORPORATION OF THE MUNICIPALITY OF PORT HOPE
COMMITTEE OF THE WHOLE MINUTES**

October 17, 2023, 6:30 p.m.

Present: Mayor Olena Hankivsky
Councillor Les Andrews
Deputy Mayor Attridge
Councillor Chris Collins
Councillor Claire Holloway Wadhwani
Councillor Vicki Mink
Councillor Adam Pearson

Staff: Brian Gilmer, Interim CAO
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
Shrishma Davé, Acting Municipal Clerk/ Manager,
Legislative Services
Amanda Millar, Acting 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 Committee of the Whole meeting was called to order at 7:16 p.m.

2. Disclosure of Pecuniary Interest and the Nature Thereof

None declared.

3. Delegations

- 3.1 Lt(N) Chris Barker, MSM, CD of the 116 "Skeena" Royal Canadian Sea Cadet Corps regarding 116 Royal Canadian Sea Cadet Corps

Lt(N) Dianne Kukavica was in attendance in place of Lt(N) Chris Barker and provided a presentation.

Moved by Councillor Mink
Seconded by Councillor Pearson

That the presentation by Lt(N) Dianne Kukavica of the 116 "Skeena" Royal Canadian Sea Cadet Corps regarding 116 Royal Canadian Sea Cadet be received for information.

Carried

Delegation was excused at 7:31 p.m.

3.2 Jane Zednik regarding Notice of Motion - Offroad Vehicle Access on Roadways and Road Allowances

Jane Zednik was in attendance and provided a presentation.

Moved by Councillor Andrews
Seconded by Councillor Collins

That the presentation by Jane Zednik regarding Notice of Motion - Offroad Vehicle Access on Roadways and Road Allowances be received for information.

Carried

Delegation was excused at 7:46 p.m.

4. Consent Agenda

Moved by Councillor Pearson
Seconded by Councillor Holloway Wadhwani

That Consent Agenda items 1 through 3 be received for information purposes.

Carried

- 4.1 Port Hope Police Services Board Meeting Minutes of July 27, 2023
- 4.2 Heritage Port Hope Advisory Committee Meeting Minutes of July 17, 2023
- 4.3 Ganaraska Region Conservation Authority Minutes of the Board of Directors of September 21, 2023

Due to the public interest in Item 9.2.1, it was the consensus of the Committee to address Works and Engineering Committee first.

5. Corporate Services - Councillor Vicki Mink

- 5.1 Staff Reports
 - 5.1.1 Staff Report CS-14-23 re: Inter-Municipal Working Group on Housing/Homelessness – Next Steps

Moved by Mayor Hankivsky
Seconded by Councillor Collins

1. That a resolution be presented at the next Council meeting that identifies two (2) Council Members, being Councillor Holloway Wadhvani and Deputy Mayor Attridge, to participate in the Inter-Municipal Ad-Hoc Committee on Housing and Homelessness, as outlined in the Municipality of Brighton's motion (attached hereto as Appendix A); and
2. That the appointed Port Hope representatives be directed to provide regular updates to Council with respect to the developments of the Working Group on Housing and Homelessness; and
3. That the appointed Port Hope representatives be directed to advocate that the Working Group give consideration to mandate, reporting relationships, timelines, staff resourcing requirements and secretariat responsibilities; and
4. That development of the terms of reference and further details of the Housing Committee, as requested by Council on May 2, 2023 through Resolution 24/2023, be referred to the Inter-Municipal Working Group on Housing and Homelessness for further discussion; and
5. That a copy of this resolution, along with Report CS-14-23, be circulated to all Northumberland Municipalities.

Carried

5.1.2 Staff Report CS-15-23 re: Vehicle-For-Hire By-law Consultation

Moved by Councillor Andrews
Seconded by Mayor Hankivsky

1. That Report CS-15-23 be received for information; and
2. That Council direct Staff to conduct community engagement and stakeholder consultation to gather input and feedback on the Draft Vehicle-For-Hire By-law (Appendix A), related to modernizing licensing and regulation of Vehicle-For-Hire (VFH) in the Municipality of Port Hope and all related fees and charges; and
3. That Council direct Staff to establish coordinated efforts with the Town of Cobourg to bring forward a final aligning By-law and updated fees for Council's review and consideration, following the completion of community engagement.

Carried

5.2 New Business

None.

Corporate Services Committee adjourned at 8:01 p.m.

6. Finance - Councillor Les Andrews

6.1 Staff Reports

6.1.1 Staff Report FS-17-23 re: 2022 Development Charges Annual Report

Moved by Councillor Collins

Seconded by Mayor Hankivsky

1. That the Development Charges Financial Statements for the calendar year ending December 31, 2022, be received for information purposes; and further,
2. That a copy be made available to the public on the Municipal website.

Carried

6.1.2 Staff Report FS-18-23 re: 2022 Building Permit Fees Annual Report

Moved by Councillor Collins

Seconded by Mayor Hankivsky

1. That the 2022 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

6.2 New Business

6.2.1 Notice of Motion regarding Subwatershed Study

Moved by Councillor Mink

Seconded by Councillor Holloway Wadhvani

WHEREAS, the Municipality of Port Hope has received development applications within the rural development areas, and where a subwatershed study and a secondary plan has not been developed, and

WHEREAS, the Municipality will begin updating the Official Plan in 2024 and this will include the rural development areas, and

WHEREAS, subwatershed planning approaches are intended to support land use and infrastructure planning, promote informed decision making, and lead to greater efficiency and effectiveness of the land use planning process, and

WHEREAS, subwatershed planning for land-use planning is a responsibility of the planning authority, usually a municipality, under the Provincial Policy Statement (PPS) and provincial plans, and

WHEREAS, subwatershed planning strives to protect, enhance and restore the quality and quantity of water and maintain and restore/enhance critical natural system interactions, functions, and resiliency, while informing development and infrastructure planning, and

WHEREAS, subwatershed planning informs site-specific development applications, official plan amendments, site plans, zoning, plans of subdivision, secondary plans, master environmental servicing plans and environmental approvals, and

WHEREAS, subwatershed planning and secondary plans will better direct planning authorities to coordinate planning matters and consider cross jurisdictional and cross-watershed impacts, and

WHEREAS, cost-sharing arrangements for subwatershed studies can be made in partnership with the Municipality and participating landowners/developers;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Port Hope direct staff to include a subwatershed study for the hamlet of Osaca and the Wesleyville area in the 2024 Annual Budget deliberations for discussion and consideration; and

BE IT FURTHER RESOLVED THAT the amount to be considered is \$150,000 to \$225,500 over 2 years for Osaca with an annual cost estimate of \$75,000 to \$108,750; and, \$750,000 to \$867,000 over 4 years for Wesleyville with an annual cost estimate of \$187,500 to \$216,750.

See Following Motion

Amendment:

Moved by Councillor Holloway Wadhvani

Seconded by Councillor Collins

That the Notice of Motion be amended to include a request for quote on potential costs the Garden Hill area in addition to Osaca, and remove Welseyville, to be included for consideration in the 2024 Annual Budget deliberations for discussion.

Carried

The main motion, as amended, was then carried as follows:

Moved by Councillor Mink

Seconded by Councillor Holloway Wadhvani

WHEREAS, the Municipality of Port Hope has received development applications within the rural development areas, and where a subwatershed study and a secondary plan has not been developed, and

WHEREAS, the Municipality will begin updating the Official Plan in 2024 and this will include the rural development areas, and

WHEREAS, subwatershed planning approaches are intended to support land use and infrastructure planning, promote informed decision making, and lead to greater efficiency and effectiveness of the land use planning process, and

WHEREAS, subwatershed planning for land-use planning is a responsibility of the planning authority, usually a municipality, under the Provincial Policy Statement (PPS) and provincial plans, and

WHEREAS, subwatershed planning strives to protect, enhance and restore the quality and quantity of water and maintain and restore/enhance critical natural system interactions, functions, and resiliency, while informing development and infrastructure planning, and

WHEREAS, subwatershed planning informs site-specific development applications, official plan amendments, site plans, zoning, plans of subdivision, secondary plans, master environmental servicing plans and environmental approvals, and

WHEREAS, subwatershed planning and secondary plans will better direct planning authorities to coordinate planning matters and consider cross jurisdictional and cross-watershed impacts, and

WHEREAS, cost-sharing arrangements for subwatershed studies can be made in partnership with the Municipality and participating landowners/developers;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Port Hope direct staff to include a subwatershed study for the hamlet of Osaca and the Garden Hill area in the 2024 Annual Budget deliberations for discussion and consideration; and

BE IT FURTHER RESOLVED THAT the amount to be considered is \$150,000 to \$225,500 over 2 years for Osaca with an annual cost estimate of \$75,000 to \$108,750; and, that a request for quote on potential costs of a similar study in Garden Hill also be included.

Carried

7. Planning and Development - Deputy Mayor Todd Attridge

7.1 Staff Reports

7.1.1 Staff Report PD-38-23 re: Sleeping Cabins

Council recessed at 8:38 p.m. and reconvened at 8:45 p.m.

Detailed discussion ensued. Councillor Holloway Wadhvani advised that she would be bringing forward a Notice of Motion with respect to this matter at the next Committee of the Whole meeting, to be held on November 7, 2023, and she would be requesting that the rules of procedure be suspended to consider the matter on the same evening.

Moved by Councillor Collins

Seconded by Mayor Hankivsky

That PD-38-23 be received for information.

Carried

7.1.2 Staff Report PD-39-23 re: Provincial Housing Affordability Task Force Recommendations

Moved by Mayor Hankivsky

Seconded by Councillor Collins

That Report PD-39-23 be received for information.

Carried

7.1.3 Staff Report PD-40-23 re: 95 Mill Street South - Land Use & Disposition Strategy

Moved by Councillor Pearson

Seconded by Councillor Holloway Wadhvani

1. That a by-law be presented to Council to declare the municipally-owned property at 95 Mill Street South as surplus; and further,
2. That a resolution be presented to Council to:
 - a. direct staff to implement the requirements of By-law 88/2008 being a By-law to Establish Procedures Governing the Sale of Surplus Lands by the Corporation of the Municipality of Port Hope as they pertain to the Subject Property; and further,
 - b. That Council direct staff to incorporate special conditions into the Agreement of Purchase and Sale for the Subject Property which govern the provision of affordable housing and publicly-accessible space within any new development on the site.

Carried

7.2 New Business

None.

Planning and Development Committee adjourned at 8:51 p.m.

8. Parks, Recreation & Culture - Councillor Adam Pearson

8.1 Staff Reports

8.1.1 Staff Report PRC-12-23 regarding Port Hope Racquet Club Winter Tennis Proposal

Moved by Mayor Hankivsky

Seconded by Deputy Mayor Attridge

That a resolution be presented to Council to:

1. Approve the Port Hope Racquet Club Winter Tennis project, with conditions; and
2. Approve the partial funding of the geotechnical study and site survey as outlined in Report PRC-12-23; and
3. That Council support the Port Hope Racquet Club launching a community fundraising campaign.

Carried

8.1.1.1 Verbal Presentation by the Port Hope Racquet Club

Members of the Port Hope Racquet Club were in attendance and provided a verbal presentation.

Moved by Councillor Andrews

Seconded by Councillor Mink

That the verbal presentation by the Port Hope Racquet Club be received for information.

Carried

8.1.2 Staff Report PRC-14-23 re: Parks Recreation and Culture Events and Activity Report

Moved by Councillor Mink

Seconded by Councillor Andrews

That Report PRC-14-23 be received for information.

Carried

8.2 New Business

Parks, Recreation and Culture Committee adjourned at 9:01 p.m.

9. Works and Engineering - Councillor Claire Holloway Wadhwani

9.1 Staff Reports

9.1.1 Staff Report WE-18-23 re: WWTP Onsite Pumping Station Flow Meter Replacement Project

Moved by Councillor Andrews

Seconded by Deputy Mayor Attridge

1. That a resolution be presented to Council to authorize an additional \$44,673 from the Wastewater Reserve to fund the additional amount required for the Wastewater Treatment Plant (WWTP) Onsite Pumping Station Flow Meter Replacement Project; and further,
2. That the contract be issued in advance of Council ratification on November 7th to allow the flow meter to be purchased, delivered, and installed during the already planned by-pass pumping.

Carried

9.1.2 Staff Report WE-19-23 re: Easement Agreement with Cameco

Moved by Mayor Hankivsky

Seconded by Councillor Collins

That a by-law be prepared for presentation to Council to enter into an Easement Agreement with Cameco Corporation and Cameco Property Holdings Inc. to transfer the ownership of a watermain from the Municipality to Cameco Corporation and permit the watermain to remain within the municipal right of way through an easement.

Carried

9.2 New Business

9.2.1 Notice of Motion regarding Off Road Vehicle (ORO) Access on Municipal Roads

Moved by Councillor Collins

Seconded by Councillor Pearson

WHEREAS, the Municipality of Port Hope, in accordance with its core values of Forward Thinking, Allowance, Trust, Respect for community groups and individuals, both within and outside the jurisdiction of Port Hope, seek to expand the allowance of groups and individuals regarding Off Road Vehicle (ORV) access on municipal roads and allowances within Ward 2; and

WHEREAS the Municipality of Port Hope does experience individuals and groups of riders regularly using ORV's on roadways and roadway allowances; and

WHEREAS the Municipality borders the Township of Hamilton who has conducted a pilot project on ORV use, and subsequently passed a by-law allowing the use of ORV's within their jurisdiction; and

WHEREAS the Municipality has within its jurisdiction, a large portion of the Ganaraska Forest that allows motorized use within certain boundaries;

NOW THEREFORE IT BE RESOLVED THAT the Municipality of Port Hope direct staff to develop a pilot project that would permit and regulate the operation of ORV's on municipal roadways

BE IT FURTHER RESOLVED THAT the pilot project exclusively in Ward 2 would be conducted from April 1, 2024 to November 30, 2024, and include the following conditions:

- Roads excluded: County Roads, all roadways south of Highway 401
- Permitted use between the hours of ½ hour after sunrise to ½ hour before sunset

Defeated

Works and Engineering Committee adjourned at 7:55 p.m. and Committee of the Whole returned to Corporate Services Committee.

10. Protective Services - Councillor Chris Collins

10.1 Staff Reports

10.1.1 Staff Report PS-12-23 re: Emergency Use Agreement for the Jack Burger Sports Complex between Northumberland County and the Municipality of Port Hope

Moved by Councillor Pearson

Seconded by Councillor Andrews

That a resolution be presented to Council to enter into an agreement with Northumberland County for emergency use of the Jack Burger Sports Complex (JBSC) as an Emergency Evacuation Centre.

Carried

10.2 New Business

None.

Protective Services Committee adjourned at 9:03 p.m.

11. Question Period

Council - None.

Media - None.

Public - A. Keating, 31 White Drive, inquired regarding an anticipated timeline of approval for the Sleeping Cabin Collective, and permanent and short term housing solutions.

J. Sculthorpe, 1685 Willow Beach Rd, inquired regarding how many unhomed persons are in our community, and thanked Council for their dedication to addressing and finding solutions for the homelessness in Port Hope.

12. Adjournment

Committee of the Whole meeting adjourned at 9:15 p.m.

Olena Hankivsky, Mayor

Shrishma Davé, Acting Clerk