



The Corporation of the Township of Scugog
Council Meeting Minutes

April 24, 2023, 6:30 PM
Council Chambers, Municipal Building
181 Perry Street, Port Perry

Members Present: Mayor Mrs. W. Wotten
Regional Councillor Mr. I. McDougall
Councillor Mr. D. LeRoy (attended virtually)
Councillor Mrs. J. Guido
Councillor Mr. R. Rock
Councillor Mr. H. Wright
Councillor Mr. T. Coyne

Staff Present: Chief Administrative Officer Mr. K. Nix
Director of Finance / Treasurer Ms. L. Barta
Director of Emergency Services / Fire Chief Mr. M. Berney
Director of Community Services Ms. L. Bowers
Chief Executive Officer / Librarian Ms. A. Caughlin
Director of Public Works and Infrastructure Ms. C. Coleman
Director of Development Services Mr. K. Heritage
Director of Corporate Services / Clerk Ms. B. Jamieson
Contract Deputy Clerk Ms. A. MacDougall
Network Analyst Mr. D. Popham

1. Call to Order

The Mayor called the meeting to order at 6:35 PM.

2. Disclosure of Pecuniary Interest and Nature Thereof in Closed Session

3. Closed Session

4. Rise from Closed Session

5. Call Open Session to Order, Moment of Silence and Land Acknowledgment

The Mayor called the meeting to order at 6:35 PM and acknowledged that Friday, April 28, 2023 is observed as national day of mourning and asked everyone to keep those effected by a workplace accident or death in their thoughts during a moment of silence or personal reflection.

The Mayor acknowledged the traditional territories of the Mississaugas of Scugog Island First Nation and recognized the contributions of First Nations, Metis, and Inuit peoples to the community, the province and the country.

The Clerk confirmed attendance to verify a quorum was present.

6. Disclosure of Pecuniary Interest and Nature Thereof

6.1 Councillor Guido - DEV-2023-014 - Downtown Port Perry Community Improvement Plan (CIP) – Recommended Implementation Guidelines

Owns properties within the proposed CIP area.

6.2 Councillor McDougall - DEV-2023-014 - Downtown Port Perry Community Improvement Plan (CIP) – Recommended Implementation Guidelines

My family resides at a Residential/Commercial property directly adjacent to the CIP area Boundary.

7. Matters from Closed Session

8. Announcements from Council and Staff

- Lakeridge Road construction began Monday, April 17, 2023. and continue into September 2023. The construction will be from Myrtle Road almost all the way up to Goodwood Road. Reminders to be patient and keep in mind the delays that could occur due to the construction work.
- Councillor McDougall attended the Lake Scugog Stewards AGM last week and it was a fabulous event. The Lake Stewards are looking for members to join the group. Any residents who are interested in joining, reside around the lake, or recreate on the lake are welcome to join. The entire month of August is lake month and there will be all sorts of events happening, with more information to follow.
- Saturday, May 6, 2023 is the Port Perry High School 150th anniversary. The entire day will be filled with exciting events, with the opening ceremony kicking off at 10:00 AM. Tours of the school will be offered

throughout the day and a social in the evening. Tickets are available for the evening social through the PPHS 150th anniversary website.

- McHappy Day will take place on Wednesday, May 10, 2023. Hoping all members of Council and some members of staff are invited to go and spend sometime at the local McDonald's and help raise some money for some very good charities. All monies raised on May 10th in this community will go to Ronald McDonald House, Big Brothers Big Sisters of North Durham, Jennifer Ashleigh Children's Charity, and Precious Minds. Thank you was extended to all the local businesses who have provided prizes that can be won and will be handed out throughout the day.
- Last Thursday, April 20, 2023, several members of Council attended the Scugog Sports Hall of Fame induction ceremony. The evening honoured an athlete, a builder and a team. The athlete was Bob Carnegie, the builder was Rick Finlay and the team was the 1986 Goreski's Broomball team. Volunteers from Cartwright Sports and Recreation, and the Port Perry Jr. C Hockey team were recognized, as was Cartwright Minor Ball which celebrated their 50th anniversary. Scugog's inductees of the future, young athletes were also recognized. Shawn Lackie was the MC and kept everyone entertained. Congratulations to the Scugog Sports Hall of Fame committee on a very successful evening.
- Mayor Wotten extended congratulations to Uxbridge on the new urban provincial park. This is the first new provincial park in forty (40) years. The park will encompass 532 hectares, but with an ultimate goal of up to 20,000 acres.
- The Fire Chief announced that it is anticipated the Spring Burn Ban will be lifted at 11:59 PM on Sunday, April 30, 2023. An extended appreciation to all residents for their corporation during this time.
- As of Monday, May 1, 2023, weight restrictions will be lifted from Township of Scugog roads, allowing for full loads to be permitted on Township roads again.

9. Presentations and Delegations

9.1 Emergency Management Program

Mark Berney, Director of Emergency Services / Fire Chief

Chief Berney made a presentation on the Emergency Management Program. A question and answer period with members of Council ensued.

Resolution CR-2023-134

Moved by: Councillor Rock

Seconded by: Councillor McDougall

THAT the presentation by Mark Berney, Director of Emergency Services / Fire Chief, regarding the Emergency Management Program, be received.

Carried

10. Consent Agenda

Resolution CR-2023-135

Moved by: Councillor Guido

Seconded by: Councillor Coyne

THAT the items listed under Section 10, Consent Agenda, be approved, save and except items 10.1.4, 10.1.6, 10.1.8, 10.1.9, 10.1.13, 10.1.14, 10.2.2, 10.2.3, 10.3.1, 10.3.2, and 10.4.4.

Carried

10.1 Adoption of Minutes of Previous Meeting

10.1.1 Council Meeting - March 27, 2023

Resolution CR-2023-136

THAT the Minutes of the Council Meeting held March 27, 2023, be adopted.

10.1.2 Special Council Meeting Minutes - April 3, 2023

Resolution CR-2023-137

THAT the Minutes of the Special Council Meeting held April 3, 2023, be adopted.

10.1.3 General Purpose and Administration Committee Meeting Minutes - April 3, 2023

Resolution CR-2023-138

THAT the General Purpose and Administrative Committee Minutes held April 3, 2023, be adopted.

10.1.5 Closed Session Minutes of Planning and Community Affairs Committee Meeting - April 17, 2023

Resolution CR-2023-139

THAT the Closed Session Minutes of the Planning and Community Affairs Committee Meeting held April 17, 2023, be adopted.

10.1.7 Scugog Heritage Advisory Committee Meeting Minutes - April 4, 2023

Resolution CR-2023-140

THAT the Minutes of the Scugog Heritage Advisory Committee Meeting held April 4, 2023, be received.

10.1.10 Scugog Environmental and Climate Change Advisory Committee Meeting Minutes - April 13, 2023

Resolution CR-2023-141

THAT the Minutes of the Scugog Environmental and Climate Change Advisory Committee Meeting held April 13, 2023, be received.

10.1.11 Scugog Economic Development Advisory Committee Meeting Minutes - April 14, 2023

Resolution CR-2023-142

THAT the Minutes of the Scugog Economic Advisory Committee Meeting held April 14, 2023, be received.

10.1.12 Scugog Accessibility, Diversity, Inclusion and Equity Advisory Committee Meeting Minutes - April 18, 2023

Resolution CR-2023-143

THAT the Minutes of the Scugog Scugog Accessibility, Diversity, Inclusion and Equity Advisory Committee Meeting held April 18, 2023, be received.

10.2 Reports

10.2.1 FIN-2023-015 - 2023 Final Levy By-Law

Laura Barta, Director of Finance / Treasurer

Resolution CR-2023-144

1. **THAT** Report FIN-2023-015, 2023 Final Tax Levy By-Law, be received;

2. **THAT** the 2023 Final Tax Levy By-Law be adopted; and
3. **THAT** the Manager of Tax and Revenue be directed to prepare the Final Tax Bills.

10.3 Correspondence

10.4 By-Laws

10.4.1 28-23 - Being a By-Law to amend Zoning By-law 14-14 with respect to Part of Lot 24, Concession 7, Township of Scugog, Regional Municipality of Durham, (17400 Island Road), (Roll # 1820.030.001.13275), Ward 3

Resolution CR-2023-145

THAT By-Law No. 28-23, be read a First, Second, and Third time and finally passed this 24th day of April, 2023, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

10.4.2 29-23 - Being a By-Law to amend By-law number 04-23 to impose fees for services and activities provided or done by or on behalf of the Township of Scugog and for the use of municipal property

Resolution CR-2023-146

THAT By-Law No. 29-23, be read a First, Second, and Third time and finally passed this 24th day of April, 2023, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

10.4.3 30-23 - Being a By-Law to Levy rates of taxation for the year 2023

Resolution CR-2023-147

THAT By-Law No. 30-23, be read a First, Second, and Third time and finally passed this 24th day of April, 2023, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

10.4.5 32-23 - Being a By-Law to appoint Blake Cullaton and Carter Bennis as Municipal Law Enforcement Officers and Property Standards Officers, and Lottery Licensing Officers for the Township of Scugog

Resolution CR-2023-148

THAT By-Law No. 32-23, be read a First, Second, and Third time and finally passed this 24th day of April, 2023, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

10.4.6 33-23 - Being a By-Law to repeal the various By-laws pertaining to all Advisory Committee Terms of References

Resolution CR-2023-149

THAT By-Law No. 33-23, be read a First, Second, and Third time and finally passed this 24th day of April, 2023, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

11. Items for Separate Discussion

10.1 Adoption of Minutes of Previous Meeting

10.1.4 Planning and Community Affairs Committee Meeting Minutes - April 17, 2023

Mayor Wotten asked for this item to be pulled and noted that she also acknowledged Pamela Hollett and the United Church Chicks for all their contributions to the event, which was not reflected in the April 17 minutes.

Resolution CR-2023-150

Moved by: Councillor Guido

Seconded by: Councillor McDougall

THAT the Planning and Community Affairs Committee Meeting held April 17, 2023, be adopted, as amended.

Carried

10.1.6 Scugog Community Grants Advisory Committee - March 20, 2023

Resolution CR-2023-151

Moved by: Councillor Coyne

Seconded by: Councillor Rock

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THAT the Minutes of the Scugog Community Grants Committee Meeting held March 20, 2023, be received;

THAT the Community Grants Policy process section be waived;

THAT the recommendations contained in the Scugog Community Grants Committee Meeting held March 20, 2023 to approve the \$500 grant to the Greenbank District Lions Club and the \$500 grant to the Big Brothers Big Sisters, be endorsed; and

FURTHER THAT the recommendations contained in the Scugog Community Grants Committee Meeting held March 20, 2023 to provide a \$1000 grant to the Port Perry Farmers Market be reduced to \$500.

Carried

10.1.8 Scugog Tourism Advisory Committee Meeting Minutes - April 6, 2023

Resolution CR-2023-152

Moved by: Councillor McDougall

Seconded by: Councillor Rock

THAT the Minutes of the Scugog Tourism Advisory Committee Meeting held April 6, 2023, be received.

Carried

10.1.9 Healthy Lake Scugog Steering Committee Meeting Minutes - April 11, 2023

Resolution CR-2023-153

Moved by: Councillor McDougall

Seconded by: Councillor Coyne

THAT the Minutes of the Healthy Lake Scugog Steering Committee Meeting held April 11, 2023, be received, as amended.

Carried

10.1.13 Port Perry Business Improvement Area Board Meeting Minutes - March 22, 2023

**10.1.14 Port Perry Business Improvement Area Board Meeting
Minutes - April 12, 2023**

Resolution CR-2023-154

Moved by: Councillor Coyne

Seconded by: Councillor Wright

THAT the Minutes of the Port Perry Business Improvement Area Board Meetings of March 22, 2023 and April 12, 2023 be received;

THAT While Council values the collaboration with the BIA to bring visitors and business to Port Perry, the decision to close roads is a municipal responsibility, and the BIA is provided advance notice of any closures to roads in downtown to help minimize the impacts on its members; and

THAT the Township and the BIA have worked together on filming within the downtown and have an agreed on process for filming that outlines the parameters and responsibilities of the Township and the BIA and its members; and

FURTHER THAT While the Township is always open to discussing how filming occurs, the Township believes filming is beneficial to promoting Port Perry and to the businesses, any discussions related to filming should not pause possible opportunities for additional filming.

Carried

10.2 Reports

**10.2.2 PWIS-2023-008 - Updated Memorandum of Understanding -
LSEP**

**Carol Coleman, Director of Public Works and Infrastructure
Services**

Resolution CR-2023-145

Moved by: Councillor Rock

Seconded by: Councillor Wright

1. **THAT** Report PWIS-2023-008, Updated Memorandum of Understanding - LSEP, be received; and

2. **THAT** an updated Memorandum of Understanding for the Lake Scugog Enhancement Project between the Township of Scugog, Kawartha Conservation and the Scugog Lake Stewards Inc., substantially as shown in the draft Memorandum of Understanding in Attachment 2, be approved.

Resolution CR-2023-146

Moved by: Councillor Rock

Seconded by: Councillor Coyne

THAT Resolution CR-2023-145 regarding an updated Memorandum of Understanding for the Lake Scugog Enhancement Project between the Township of Scugog, Kawartha Conservation and the Scugog Lake Stewards Inc., be tabled.

Carried

Resolution CR-2023-145

Moved by: Councillor Rock

Seconded by: Councillor Wright

1. **THAT** Report PWIS-2023-008, Updated Memorandum of Understanding - LSEP, be received; and
2. **THAT** an updated Memorandum of Understanding for the Lake Scugog Enhancement Project between the Township of Scugog, Kawartha Conservation and the Scugog Lake Stewards Inc., substantially as shown in the draft Memorandum of Understanding in Attachment 2, be approved.

Motion Tabled

10.2.3 DEV-2023-014 - Downtown Port Perry Community Improvement Plan (CIP) – Recommended Implementation Guidelines

Kevin Heritage, Director of Development Services

Councillor Guido declared a conflict on this item. (Owns properties within the proposed CIP area.)

Councillor McDougall declared a conflict on this item. (My family resides at a Residential/Commercial property directly adjacent to

the CIP area Boundary.)

A question and answer period with members of Council ensued.

Resolution CR-2023-147

Moved by: Councillor Rock

Seconded by: Councillor Coyne

1. **THAT** Report DEV-2023-014, Downtown Port Perry Community Improvement Plan (CIP) – Recommended Implementation Guidelines, be received;
2. **THAT** the Downtown Port Perry Community Improvement Guide and Application Package be endorsed; and
3. **THAT** the CIP Implementing By-law, appended to this report as Attachment 2, Attachment 3 and Attachment 4 be enacted.

Carried

10.3 Correspondence

10.3.1 Correspondence received from Kawartha Conservation regarding Municipal Representation on the Trent Conservation Coalition Source Protection Committee – Selection of Candidates - April 13, 2023

Mark Majchrowski, Chief Administrative Officer, Kawartha Conservation, Kawartha-Haliburton Source Protection Authority

Resolution CR-2023-148

Moved by: Councillor Rock

Seconded by: Councillor Wright

THAT the correspondence received from Mark Majchrowski, CAO of Kawartha Conservation, regarding Municipal Representation on the Trent Conservation Coalition Source Protection Committee – Selection of Candidates, from April 13, 2023, be received; and

THAT the Council of the Township of Scugog endorse City of Kawartha Lakes Supervisor, Policy

Planning Paul Pentikainen as the Kawartha-Haliburton municipal representatives on the Trent Conservation Coalition Source Protection Committee.

Carried

10.3.2 Correspondence received from Kawartha Conservation regarding Municipal Representation on the Trent Conservation Coalition Source Protection Committee – Selection of Candidates - February 28, 2023

Mark Majchrowski, Chief Administrative Officer, Kawartha Conservation, Kawartha-Haliburton Source Protection Authority

Resolution CR-2023-149

Moved by: Councillor Rock

Seconded by: Councillor Wright

THAT the correspondence received from Mark Majchrowski, CAO of Kawartha Conservation, regarding Municipal Representation on the Trent Conservation Coalition Source Protection Committee – Selection of Candidates, from February 28, 2023, be received; and

THAT the Council of the Township of Scugog endorse Township of Highlands East Deputy Mayor Cecil Ryall as the Kawartha-Haliburton municipal representative on the Trent Conservation Coalition Source Protection Committee.

Carried

10.4 By-Laws

10.4.4 31-23 - Being a By-Law passed pursuant to the provisions of Section 28 of the Planning Act, R.S.O. 1990, to designate and adopt a Community Improvement Plan for the Downtown Port Perry Project Area

Councillors Guido and McDougall noted a conflict on this item and did not participate in the discussion or vote.

Resolution CR-2023-150

Moved by: Councillor Rock

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Seconded by: Councillor Coyne

THAT By-Law No. 31-23, be read a First, Second, and Third time and finally passed this 24th day of April, 2023, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

Carried

12. Notice of Motion

13. New Business/General Information

14. Closed Session (if needed)

15. Confirming By-Law - 34-23

Resolution CR-2023-151

Moved by: Councillor Rock

Seconded by: Councillor Wright

THAT By-Law 34-23 confirming the proceedings of the regular meeting of Council held Monday, April 24, 2023, be read a First, Second, and Third time and finally passed this 24th day of April, 2023, and the Mayor and Clerk are hereby directed to sign same and affix the Corporate seal thereto.

Carried

16. Adjournment - 7:41 PM

Resolution CR-2023-152

Moved by: Councillor Guido

Seconded by: Councillor Coyne

THAT this meeting be adjourned.

Carried

MAYOR, Wilma Wotten

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CLERK, Becky Jamieson