



Regular Council Meeting Summary  
Tuesday, November 21, 2023 at 9:30 a.m.

- Council approved the following minutes:
  - Regular Council Meeting held on November 7, 2023
- Council approved a Zoning By-law Amendment for East Half Lot 30, Concession 10, having municipal address of Fire Route 87a in the Methuen Ward (Gord Tucker Cottage Service Inc.)
- Council approved a Zoning By-law Amendment for Part Lot 4, Concession 5, having municipal address of 189 Fire Route 64 in the Methuen Ward (Andrew Barrington)
- Council approved the following Minor Variance Applications:
  - A-29-23, Charlene Malonie, Part Lot 29, Concession 2, having a municipal address of 595 Fire Route 59 (Belmont Ward)
  - A-30-23, John Sutherland, Part Lot 15, Concession 7, having a municipal address of 38 Fire Route 39 (Belmont Ward)
  - A-31-23, George Edwards, Part Lot 5, Concession 7, having a municipal address of 571 7th Line South (Belmont Ward)
- Council received a report from the Planning Assistant regarding a proposed creation of a new lot;
  - Council directed staff to advise Peterborough County Land Division that the Township endorses the application for consent to create one new building lot, being referenced under application B-74-23 and having Assessment Roll Number (ARN) 1531-010-006-22100, as submitted by Ronald and Elaine Ford. The following conditions shall apply:
    - That a \$1000.00 Cash-in-lieu of Parkland be paid to the municipality for the new lot being created by granting of provisional consent for application B-74-23;
    - That a property survey demonstrate the setbacks of the existing dwelling unit to lot lines. Should these setbacks be deficient in accordance with the applicable zone of the severed lot, a Minor Variance would be required to the satisfaction of the lower tier municipality;
    - That the County of Peterborough verify if whether an entrance is achievable for both the severed and retained lots.



- Council received a report from the Planning Assistant regarding housekeeping amendments to the Township of Havelock-Belmont-Methuen's Zoning By-law No. 1995-42, as amended;
  - Council received the report from the Planning Assistant regarding housekeeping amendments to the Township of Havelock-Belmont-Methuen's Zoning By-law No. 1995-42, as amended, and directed staff to proceed with the giving of notice for a statutory public meeting to consider the proposed amendments.
- Council received a report from the Planning Assistant regarding a By-Law to stop-up, close and convey that portion of the road allowance bisecting property having civic address of 449 Fire Road 87, between Lots 30 and 31, Concession 8, Methuen Ward;
  - Council directed that the necessary By-Law to stop up, close and convey that Part of Road Allowance Between Lots 30 and 31, Concession 8, under the By-law section of the agenda.
- Council received a report from the Planning Assistant regarding a request to stop up, close and convey a portion of unopened Township Road Allowance;
  - Council agreed, in principle, to the request from the property owners to Stop up, Close and Convey that portion of the unopened road allowance bisecting the property having the civic address 390 FR 87. Council directed staff to provide the applicants/property owners with the necessary requirements in order to fulfil the stopping up, closing and conveying the unopened road allowance bisecting civic address 390 FR 87.
- Council received one (1) delegation at this meeting;
  - Richard Steinginga, Partner  
Baker Tilly Canada Cooperative  
Re: Presentation of Comparative Analysis – December 31, 2022  
Re: Consolidated Financial Statements – December 31, 2022
    - Council received the delegation from Richard Steinginga regarding the Township of Havelock-Belmont-Methuen's 2022 financial audit for information.
- Council received a report from the Chief Building Official regarding the activities of the Building Department for October 2023;
- Council received a report from the Manager of Public Works regarding the jug fill and water supply station location;
  - Council directed that the preferred location for the new jug fill and water supply station shall be at the Township's Water Tower location on County Road 46. Council directed staff to bring back a report that details the total cost of installation for the new jug fill and water supply station.



- Council received a report from the Chief Administrative Officer/Clerk regarding the establishment of dates and times for Regular Council Meetings in 2024;
  - Council received the report of the Chief Administrative Officer/Clerk regarding the establishment of dates and times for Regular Council Meetings in 2024 and directed that By-law No. 2023-078 be adopted under the by-law section of this November 21, 2023 Regular Council meeting.
- Council received a report from the Chief Administrative Officer/Clerk regarding the possible acquisition of Fire Route 18 (Fish Hatchery Road);
  - Council directed staff to obtain new cost estimates for the work required to bring Fire Route 18 up to standard before Council makes a decision on the possible acquisition of the road.
- Council received a report from the Chief Administrative Officer/Clerk regarding a Depot Operations Agreement with Circular Materials;
  - Council approved the Depot Operations Agreement with Circular Materials and directed that the corresponding By-law and agreement be passed in the By-law section of the agenda.
- Council received the following correspondence action items;
  - Dan Lyon, Director of Operations NSO  
Covia Canada LTD.  
Re: Request Support in Addressing the Current Condition of Unimin Road
    - Council directed staff to correspond with Mr. Lyon and relay that the Township will be discussing this item in 2024 budget deliberations and to inquire if Covia Canada LTD. is willing to cost share the Unimin Road repair initiative with the Township.
  - Jack Lake Municipal Boundary Adjustment Committee  
Re: Proposal for Investigating Municipal Boundary Adjustment Affecting Jack Lake
    - Council deferred the correspondence received from the Jack Lake Municipal Boundary Adjustment Committee until Mayor Martin can be present to discuss the request.
  - Gordon Bertrand  
Re: Several Concerns
    - Council directed staff to write a letter to Mr. Bertrand to relay that the Township will be considering the concerns listed in his correspondence in the 2024 budget deliberations. By-law Enforcement will follow up regarding noise and sanitation complaints. Council also directed staff to continue to correspond with the Township



of Marmora and Lake regarding the shared road known as Vansickle Road and the ongoing concerns.

- Debbie Ottley  
Re: Revised Municipal Town Hall Usage Request for HBM Youth Committee
  - Council approved Ms. Debbie Ottley's revised municipal Town Hall usage request for the HBM Youth Committee. The committee's in-kind usage of the Town Hall shall now be every 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month from the hours of 7:00 p.m. to 9:00 p.m.
- Council received no correspondence information items for information only;
- The Mayor and Deputy Mayor did not provide an update regarding County Council at this meeting;
- Council received the multiple committee meeting minutes that were listed in the Councillor Activity Report for information;
- The following item was discussed in the "Other Business" staff report:
  - EOTA Trail E-107 East of 4<sup>th</sup> Line.
- Council passed a By-Law (2023-074) to change the zoning of certain lands being located in East Half Lot 30, Concession 10, Methuen Ward in the Township of Havelock-Belmont-Methuen from 'Rural' to 'Special District 275 (S.D. 275) Zone in order to permit the development of a new single detached permanent residential dwelling; while also introducing certain site-specific regulations. (Tucker)
- Council passed a By-law (2023-075) to change the zoning of certain lands being located in Lot 4, Concession 5, in the Methuen Ward in the Township of Havelock-Belmont-Methuen from "Seasonal Residential (SR) Zone" to 'Special District 274 (S.D. 274)' in order to permit the relocation of an existing seasonal dwelling unit further from the shoreline and the addition of both a walkout basement and deck extension; while also introducing certain site specific regulations. (Barrington)
- Council passed a By-law (2023-076) to Stop Up, Close and Convey those lands and premises more particularly described in Schedule "A" annexed hereto (Part of Road Allowance between Lots 30 and 31, Concession 8, geographic Township of Methuen, in the Township of Havelock-Belmont-Methuen.
- Council passed a By-law (2023-078) to establish dates and starting times for Regular Council Meetings in the year 2024.
- Council passed a By-law (2023-077) to authorize the Mayor and Clerk to enter into a Depot Operations Agreement with Circular Materials Ontario (CMO) and the Township of Havelock-Belmont-Methuen for the Collection of Blue Box Material at Depots.