

Township of Havelock-Belmont-Methuen Regular Council Meeting Agenda

Date: Tuesday, November 5, 2024

Place: Havelock-Belmont-Methuen Council Chamber
1 Ottawa Street East
Havelock ON K0L 1Z0 (Limited Seating)

and

Video Conference
Various Remote Locations
Township of Havelock-Belmont-Methuen

Note: Meeting will be recorded and uploaded to YouTube

Time: 9:30 a.m.

Zoom Link: [Open Session Council Meeting \(November 5, 2024\) Zoom Invitation](#)

Meeting ID: 886 1054 0891
Passcode: 817474

Call to Order

Mayor Martin will call the meeting to order.

Land Acknowledgement

Cell Phones

Everyone in the meeting is asked to turn off their cell phone or place it on vibrate mode.

Declaration of Pecuniary Interest and General Nature Thereof

No written Declarations of Pecuniary Interest were received prior to publication of the agenda.

Minutes of Council Meetings

1. Special Council Meeting – September 10, 2024 (Strategic Planning Session)
2. Regular Council Meeting – October 15, 2024

Delegations and Presentations

1. Mark Rundle - Manager, Cash Management – TD Commercial Banking
Re: Payment Processing Time
2. Byron Tan – Watson & Associates Economists Ltd.
Re: Development Charges Council Workshop
3. Deb Follett
Re: Road Allowance – 531 Peninsula Road

Staff Reports for Information

1. Josh Storey, Supervisor of Parks, Recreation & Facilities
Re: Parks, Recreation and Facilities October Department Updates
2. Peter Lauesen, Manager of Public Works
Re: Public Works October Department Updates
3. Lionel Towns, Treasurer
Re: ONE Investment Update (Q2 2024)
4. Shari Gottschalk, Economic Development Officer
Re: Ontario Eastern Municipal Conference (OEMC) Event
5. Shari Gottschalk, Economic Development Officer
Re: Annual Business Count Report

Staff Reports for Follow-up Action

1. Shari Gottschalk, Economic Development Officer
Re: Proposed Wireless Communication Site C3917, 445 West Kosh Transfer Station
2. Josh Storey, Supervisor of Parks, Recreation & Facilities
Re: In-Kind Facility Rental Request – 1st Havelock Scouting Weekly Meetings
3. Bob Angione, Chief Administrative Officer/Clerk
Re: Strategic Plan

4. Bob Angione, Chief Administrative Officer/Clerk
Re: Agreement with the Township of Havelock-Belmont-Methuen Library Board
and the Belmont-Methuen and Havelock Historical Society

Correspondence

Action Items

1. Charles Coffey
Re: Jack Lake (Sharpes Bay) at capacity

Information Items

1. Ministry of Health
Re: Province Appoints Dr. Jane Philpot as Chair of New Primary Care Action
Team
2. Peterborough Public Health
Re: Board of Health Meeting Summary

Committee Liaison Reports

1. Jim Martin, Mayor (Verbal)
Hart Webb, Deputy Mayor (Verbal)
Re: County Council Update
2. Bob Angione, Chief Administrative Officer/Clerk
Re: Councillor Activity Report

Written or Oral Notice of Motion or Discussion

None.

Other Business

1. Bob Angione, Chief Administrative Officer/Clerk
Re: Other Business

By-Laws

None.

Closed Session

This Closed Session Council Meeting is held under authority of Section 239(2)(b) for personal matters about an identifiable individual, including municipal or local board employees.

Confirming By-law

A By-law to confirm the proceedings of the Regular Meeting of the Council of the Township of Havelock-Belmont-Methuen held on November 5, 2024.

Adjournment

Next Regular Meeting
Tuesday, November 19, at 9:30 a.m.

**Township of Havelock-Belmont-Methuen
Special Council Meeting
September 10, 2024
Minutes**

The Council of the Corporation of the Township of Havelock-Belmont-Methuen held a Special Open Session Meeting on September 10, 2024 at 1:00 p.m. with Mayor Martin presiding. This meeting was held in a hybrid format that allowed for both in-person and virtual attendance.

Members in Attendance:

Council:

Jim Martin, Mayor
Hart Webb, Deputy Mayor
Kathy Clement, Councillor
Jerry Doherty, Councillor
Beverly Flagler, Councillor

Staff:

Bob Angione, Chief Administrative Officer/Clerk
Leah Hutton, Acting Deputy Clerk
Travis Toms, Chief Building Official
Peter Lauesen, Manager of Public Works
Josh Storey, Supervisor of Parks, Recreation & Facilities
Ray Haines, Fire Chief
Lionel Towns, Treasurer
Shari Gottschalk, Economic Development Officer

Mayor Martin called the meeting to order at 1:00 p.m. and reminded Council of the requirement to disclose any pecuniary interest and the general nature thereof if the occasion arises.

Mayor Martin read the Land Acknowledgement.

Mayor Martin asked everyone to turn off their cell phone or place it on vibrate mode.

Mayor Martin introduced the purpose of the meeting.

The purpose of this Special Council Meeting is to discuss the Township's Strategic Plan.

Business:

1. Valerie Sluth, Praxis Consulting
Re: Strategic Planning Session

The following topics were discussed at the strategic planning session;

Agenda

- Review of Strategic Planning Method
- Review of Strategy Map
- Balanced Scorecard
- Next Steps

Strategy Triangle: Internal Vision, Mission, Values/ Strategic Imperative, Strategic Priorities & goals, Progress Indicators and Actions.

Council and staff engaged in conversation and provided input for each of the sections discussed above to form part of the strategic plan.

Confirming By-Law and Adjournment:

R-459-24 Moved by Deputy Mayor Webb
 Seconded by Councillor Clement

That By-law 2024-066, being a By-law to confirm the proceedings of the meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen held on the 10th day of September, 2024, be read a first, second, and third time and finally passed this 10th day of September, 2024.

That this meeting adjourns at 3:35 p.m.

Carried.

Jim Martin, Mayor

Robert V. Angione, Clerk

**Township of Havelock-Belmont-Methuen
Regular Council Meeting
Video Conference
October 15, 2024
Minutes**

A Regular Meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen was held on October 15, 2024 at 9:37 a.m. with Mayor Martin presiding. This meeting was held in a hybrid format that allowed for both in-person and virtual attendance.

Members in Attendance

Council:

Jim Martin, Mayor
Hart Webb, Deputy Mayor
Kathy Clement, Councillor
Jerry Doherty, Councillor
Beverly Flagler, Councillor

Staff:

Bob Angione, Chief Administrative Officer/Clerk
Leah Hutton, Acting Deputy Clerk
Peter Lauesen, Manager of Public Works
Travis Toms, Chief Building Official
Lionel Towns, Treasurer
Shari Gottschalk, Economic Development Officer

Regrets:

Bianca Boyington, Deputy Clerk

Call to Order

Mayor Martin called the Regular meeting to order.

Land Acknowledgement

Mayor Martin read the Land Acknowledgement.

Cell Phones

Mayor Martin asked everyone to turn off their cell phone or place it on vibrate mode.

Disclosure of Pecuniary Interest

Mayor Martin reminded Council of the requirement to disclose any pecuniary interest and the general nature thereof if the occasion arises.

Introduction of New Staff Member

1. Travis Toms, Chief Building Official
Re: Samantha Deck – Planner

The Chief Building Official introduced Samantha Deck as the Township Planner.

Minutes

- R-512-24 Moved by Deputy Mayor Webb
 Seconded by Councillor Doherty

That the minutes of the Regular Council Meeting held on October 1, 2024 be approved and adopted as presented.

Carried.

- R-513-24 Moved by Councillor Clement
 Seconded by Councillor Doherty

That the Regular Council Meeting be suspended at 9:39 a.m. in favour of a Public Meeting held under Section 34 of the Planning Act with Mayor Martin presiding.

Carried.

Public Meeting for Zoning By-law Amendments:

1. Presented by Elysia Ackroyd - Fotenn Planning + Design
Re: Zoning By-law Amendment – Mark Perkin
Lot 15, Concession 3, Belmont Ward
41 Fire Route 8A, ARN 1531-010-003-16700

The Township of Havelock-Belmont-Methuen is in receipt of an application for a Zoning By-law Amendment to change the zoning of certain lands being located in Lot 15, Concession 3, in the Belmont Ward. Assessment Roll No. 1531-010-003-16700.

That the Regular Council Meeting be suspended in favour of a public meeting of the Committee of Adjustment at 9:48 a.m. with Deputy Mayor Webb in the Chair.

Carried.

Deputy Mayor Webb reminded members of the Committee of the requirement to disclose any pecuniary interest and the general nature thereof if the occasion arises.

Minor Variance Applications:

1. Presented by Elysia Ackroyd - Fotenn Planning + Design
Re: Kirk Thomas – 9351 County Road 30
Part Lot 3, Concession 9, Application A-14-24
ARN: 1531-010-001-02100

The Township's Planning Consultant explained that all required reliefs in this application are to the Township of Havelock-Belmont-Methuen's Comprehensive Zoning Bylaw 1995-42, as amended.

It was explained that the purpose of this Minor Variance application is to:

1. Seek relief from Section 4.27(a) having the following effect(s):
 - i. Reducing the minimum required number of parking spaces from 72 parking spaces to 2 parking spaces.

The above relief is to permit the following changes on the subject property:

1. The provision of a self-storage facility in the rear of the existing property.

The Planning Consultant Elysia Ackroyd provided details regarding the application, which was previously presented at the September 17, 2024 council meeting.

On September 17th, 2024, the Committee of Adjustment voted to defer the decision on the application, with a request that the applicant review the proposed development for opportunities to provide more parking than proposed.

Following the deferral, the agent for the applicant, DM Wills submitted a response to the comments provided. The summary of the agent's response is that the reduction of the parking spaces is justified by the minimal traffic anticipated to be generated by the proposed, permitted use, and that support for the reduction was provided by the consulting traffic engineer. The response also confirms that a chain link fence is proposed at the entrance of the property.

Deputy Mayor Webb asked if the applicant or agent was present for the meeting with no response.

Deputy Mayor Webb invited comments in opposition of the application with no response.

Deputy Mayor invited comments in favour of the application with no response.

Deputy Mayor Webb invited questions and comments from Council.

R-517-24 Moved by Mayor Martin
 Seconded by Councillor Clement

That Minor Variance Application A-14-24 in the name of Kirk Thomas be approved; and further

That the site plan application relating to the storage units be presented to Council at a future meeting.

Carried.

R-518-24 Moved by Councillor Doherty
 Seconded by Councillor Flagler

That the Committee of Adjustment meeting adjourn at 9:57 a.m. and the Regular Council Meeting resume with Mayor Martin presiding.

Carried.

Delegations and Presentations

1. Matthew Philip, Unity Design
 Re: Community Centre – Construction Management RFP Synopsis

R-519-24 Moved by Deputy Mayor Webb
 Seconded by Councillor Clement

That the delegation from Unity Design regarding the Construction Management RFP be received for information.

Carried.

2. Alexandra Kostiw and Terry Rees
 Re: Natural Shoreline Preservation

R-520-24 Moved by Councillor Clement
 Seconded by Councillor Doherty

That the delegation from Alexandra Kostiw and Terry Rees regarding Natural Shoreline Preservation be received for information.

Carried.

Staff Reports for Information

1. Josh Storey, Supervisor of Parks, Recreation & Facilities
Re: Parks, Recreation and Facilities September Department Updates
2. Travis Toms, Chief Building Official
Re: Building Department Activity Report – September 2024
3. Lionel Towns, Treasurer
Re: 2025 OPP Billing Statement

R-521-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That staff is hereby directed to invite members of the Ontario Provincial Police Financial Services Unit to attend a future Open Session Council Meeting to explain the 17.5% increase in OPP billing for 2025; and further

That staff is directed to invite MPP Dave Smith to a future Open Session Council Meeting in order to seek the assistance of MPP Smith in addressing the \$215,209.00 increase in OPP billing for 2025.

Carried.

R-522-24 Moved by Councillor Clement
Seconded by Councillor Flagler

That the Parks, Recreation & Facilities September Department Update and the Building Department Activity Report – September 2024 be received for information.

Carried.

Staff Reports for Follow-up Action

1. Peter Lauesen, Manager of Public Works
Re: Snowplowing Quotations for the 2024-2025 and 2025-2026 Winter Seasons

R-523-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That Council approves the award of quotation #PW-2024-06 Snowplowing Quotations for the 2024-2025 and 2025-2026 Winter Seasons to Reline Pavement Markings in the amount of \$24,140.00 (plus HST) for both seasons.

Carried.

2. Peter Lauesen, Manager of Public Works
Re: Jug Fill & Water Supply Station Pricing

R-524-24 Moved by Councillor Clement
Seconded by Councillor Flagler

That staff is hereby authorized to set the Jug Fill & Water Supply Station rates at \$3.00 per 5 Gallon Jug (18.9L) and \$3.50 per cubic meter; and further

That a quarterly revenue report for the Water Supply Station be presented to Council; and further

That the fees for the Jug Fill & Water Supply Station be reviewed in September 2025 at an Open Session Regular Council Meeting.

Carried.

3. Shari Gottschalk, Economic Development Officer
Re: 3rd Annual Pumpkin Parade Planning

R-525-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That Council approves relief of Off Roads Vehicle By-law 2024-024 for two-days, November 1st and 2nd for the 3rd Annual Pumpkin Parade; and further

That confirmation of insurance pertaining to the motorized vehicles to shuttle seniors through the Mathison Property is obtained prior to the event; and further

That Council approves the insertion of a Pumpkin Parade flyer with pumpkin collection instructions into the village October 2025 utilities billing; and further

That the Pumpkin Parade flyer be presented to Council prior to the mailing of the utility bills in October 2025.

Carried.

4. Bob Angione, Chief Administrative Officer
Re: Electoral Ward System

R-526-24 Moved by Councillor Clement
Seconded by Councillor Doherty

Whereas currently the positions of Mayor, Deputy Mayor, and Councillor at Large are elected by all the eligible voters within the Township but the Township Ward Councillor and the Village Ward Councillor are elected solely by the respective eligible electors in that specific ward; and

Whereas Council has expressed a desire to review the electoral ward system currently in place within the Township of Havelock-Belmont-Methuen; and

Whereas Section 222(1) of the *Municipal Act, 2001* states that a municipality is authorized *to divide or redivide the municipality into wards or to dissolve the existing wards*; and

Whereas Council directed that a public consultation process be undertaken; and

Whereas the public consultation process commenced with a survey that was included in the general tax mailing early this year; and

Whereas that survey yielded a record 649 responses; and

Whereas the results of that survey broke down as 446 (69%) in favour of a change and 203 (31%) opposed to a change; and

Whereas two Public Meetings were held on July 16, 2024 to receive verbal input from Re: Electoral Ward System the residents of the Township; one in the morning and one in the evening; and

Whereas three (3) verbal presentations and one written submission were received at the first Public Meeting with everyone expressing support for abolishing the ward system and replacing it with an at large system; and

Whereas six (6) delegations were received at the evening session with three (3) speaking in favour of abolishing the ward system and three (3) speaking in opposition to changing the current ward system; and

Whereas the ward numbers consistently reveal that the Village Ward voters are exclusively electing 20% of the Members of Council (Village Ward Councillor) with 12% to 13% of the eligible voters while Township Ward voters are exclusively electing 20% of the Members of Council (Township Ward Councillor) with 87% to 88% of the eligible electors; and

Whereas the ward numbers also reveal that the Township Ward member of council has been elected by at least 718 votes more than the Village Ward member of council in each of the last three elections; and

Whereas the principle of effective representation for the entire Township supports a change to the at large system of electing all Members of Council whereby voters can be equally represented and the relative parity of voting power is achieved by having all eligible electors voting for all positions of Council;

Be It Resolved That By-law 2024-074, being a By-law to dissolve the Ward System of Electoral Representation for the Corporation of the Township of Havelock-Belmont-Methuen and Institute an At-Large System of Electoral Representation be adopted in the by-law section of this Council Meeting whereby the roles of Mayor, Deputy Mayor, and three Councillor positions are all elected at-large.

Carried.

5. Bob Angione, Chief Administrative Officer
Re: Request for Proposal #PRF-2024-03 – Construction Management Services for the Community Centre Renovations and Addition

R-527-24 Moved by Deputy Mayor Webb
Seconded by Councillor Flagler

That Request for Proposal #PRF-2024-03 for the provision of Construction Management Services for the Community Centre Renovations and Addition be awarded to Mortlock Construction Inc. in the amount of \$225,435.00 (including taxes) as the lowest bid received.

Carried.

6. Bob Angione, Chief Administrative Officer
Re: Commercial Lease Agreement with the Cordova Mines Recreation Association and the Township of Havelock-Belmont-Methuen Public Library

R-528-24 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That the Commercial Lease Agreement between The Township of Havelock-Belmont Methuen, the Cordova Mines Recreation Association and the Township of Havelock-Belmont-Methuen Public Library is hereby approved as presented.

Carried.

7. Bob Angione, Chief Administrative Officer
Re: Norwood Medical Centre

R-529-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That Council proceed with Option 2 regarding the Norwood Medical Centre proposal; and

Whereas 78% of respondents to the recent budget survey expressed that it is either “Important” or “Very Important” to use municipal taxation funds to support doctor recruitment; and

Whereas the Township of Havelock-Belmont-Methuen aims to establish a Medical Centre with full-time doctors stationed in HBM; and

Whereas the proceeds from the sale of the previous medical centre in the amount of \$535,391.00 have been set aside to assist with doctor recruitment and the establishment of a medical centre in HBM; and

Whereas the Norwood Medical Centre proposal presents, as an interim step to establishing a medical centre in HBM, an opportunity to roster HBM residents who currently do not have a doctor; and

Whereas the most recent total of unrostered citizens in HBM is 721 as per the presentation of the Healthcare Advancement Coordinator received at the Open Session Council Meeting of August 15, 2024; and

Whereas the fee requested by Norwood is \$150.00 per patient;

Be It Resolved That a tax expenditure of \$108,150.00 representing approximately a 1.39% tax increase be discussed during the 2025 budget deliberations.

Carried.

R-530-24 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That the meeting recess at 11:23 a.m.

R-531-24 Moved by Councillor Doherty
Seconded by Councillor Clement

That the meeting resume at 11:40 a.m.

Correspondence

Action Items

1. Ken and Carol Simard
Re: Road Allowance Closure Request

R-532-24 Moved by Councillor Doherty
Seconded by Councillor Clement

That the road allowance closure request from Ken and Carol Simard be referred to staff for follow-up.

Carried.

2. Annette Trotman
Re: Location to Park School Bus

R-533-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That the request from Annette Trotman regarding a location to park a school bus be referred to staff for assistance in determining a location.

Carried.

Information Items

1. Peterborough Public Health
Re: September 2024 – Board of Health Summary
2. County Official Plan Modifications
Re: Technical Advisory Committee Minutes
3. Government of Ontario
Re: Ontario Volunteer Service Award Nomination Information

R-534-24 Moved by Deputy Mayor Webb
Seconded by Councillor Clement

That the correspondence information reports be received for information.

Carried.

Committee Liaison Reports:

1. Jim Martin, Mayor (Verbal)
Hart Webb, Deputy Mayor (Verbal)
Re: County Council Update

There was no update on County Council this meeting.

Written or Oral Notice of Motion or Discussion:

None.

Other Business:

None.

By-Laws:

R-535-24 Moved by Deputy Mayor Webb
Seconded by Councillor Flagler

1. **By-law 2024-073** Being a By-law to amend The Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law in order to change the zoning of certain lands being located in Lot 15, Concession 3, in the Belmont Ward. Assessment Roll No. 1531-010-003-16700 from “Seasonal Residential (SR) Zone” to ‘Special District 286 (S.D. 286)’ in order to permit the redevelopment of a seasonal dwelling and a sleeping cabin (Mark Perkin) be adopted and be read a first, second, and third time and finally passed this 15th day of October 2024.
Carried.

R-536-24 Moved by Councillor Clement
Seconded by Councillor Doherty

2. **By-law 2024-074** Being a By-law to dissolve the Ward System of Electoral Representation for the Corporation of the Township of Havelock-Belmont Methuen and Institute an At-Large System of Electoral Representation be adopted and be read a first, second, and third time and finally passed this 15th day of October 2024.
Carried.

R-537-24 Moved by Councillor Doherty
Seconded by Councillor Flagler

3. **By-law 2024-075** Being a by-law to authorize the Mayor and Clerk to enter into a Commercial Lease Agreement with the Cordova Mines Recreation Association and the Township of Havelock-Belmont-Methuen Public Library Cordova Branch be adopted and be read a first, second, and third time and finally passed this 15th day of October 2024.
Carried.

The Shop Local Contest Draw was held. The winner of the 10th final Shop Local Contest is Janet Peckford.

Closed Session:

R-538-24 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That the meeting moves in to Closed Session at 11:47 a.m. under authority of Section 239(2) (b) for personal matters about an identifiable individual, including municipal or local board employees; and

Section 239(2)(i) for a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization.

Carried

That the meeting rise from Closed Session at 12:44 p.m. and resume in open session.

Business Arising from Closed Session:

The following items were dealt with in the Closed Session Council Meeting.

1. The minutes of the Closed Session Council Meeting held on October 1, 2024 were approved and adopted as presented.
2. A personal matter about an identifiable individual, including municipal or local board employees. (4 items).
3. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (1 item).

R-539-24 Moved by Councillor Doherty
Seconded by Councillor Clement

That Council hereby approves the Telecommunications Site Agreement between The Township of Havelock-Belmont-Methuen and Rogers Communications Inc. for a cell tower to be located at the West Kosh Transfer Station, located at 445 West Kosh Road

as attached to the closed session report of the Chief Administrative Officer/Clerk dated October 15, 2024; and further

That the Chief Administrative Officer/Clerk is hereby authorized to sign the Telecommunications Site Agreement on behalf of the Township.

Carried.

R-540-24 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That the application to waive the building permit fee as per the closed session report of the Chief Building Official is hereby denied.

Carried.

Confirming By-Law:

R-541-24 Moved by Councillor Clement
Seconded by Councillor Flagler

That By-law 2024-076, being a By-law to confirm the proceedings of the meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen held on the 15th day of October 2024, be read a first, second, and third time and finally passed this 15th day of October 2024.

Carried.

Adjournment:

R-542-24 Moved by Deputy Mayor Webb
Seconded by Councillor Doherty

That this meeting adjourn at 12:46 p.m.

Carried.

Jim Martin, Mayor

Robert V. Angione, Clerk

A Confidential Presentation

TOWNSHIP OF
HAVELOCK-BELMONT-METHUEN

Council Meeting

November 5th, 2024

Presented By

**Mark Rundle
Manager, Cash Management**

**94 Princess St.
Kingston, ON**



Bill Payment Receiver Service

What is Bill Payment Receiver Service

Allows your company to collect bill payment remittance details from retail and commercial customers, through various electronic channels including, the Internet, telephone banking and APA's, made with TD Canada Trust or other financial institutions.

Information Reporting

Information is then consolidated into a single file including payee name, amount of payment, trace number and a number of other criteria.



Payment Processing Timeline

Timing of Payment and Information

- Each of the financial institutions offering electronic banking have their own payment cut-off time that may not be like TD Canada Trust's EasyWeb and EasyLine cut-off of 11:59 p.m. ET. For this reason, TD Bank provides the following summary of payment and information flows:

- **Day 1**

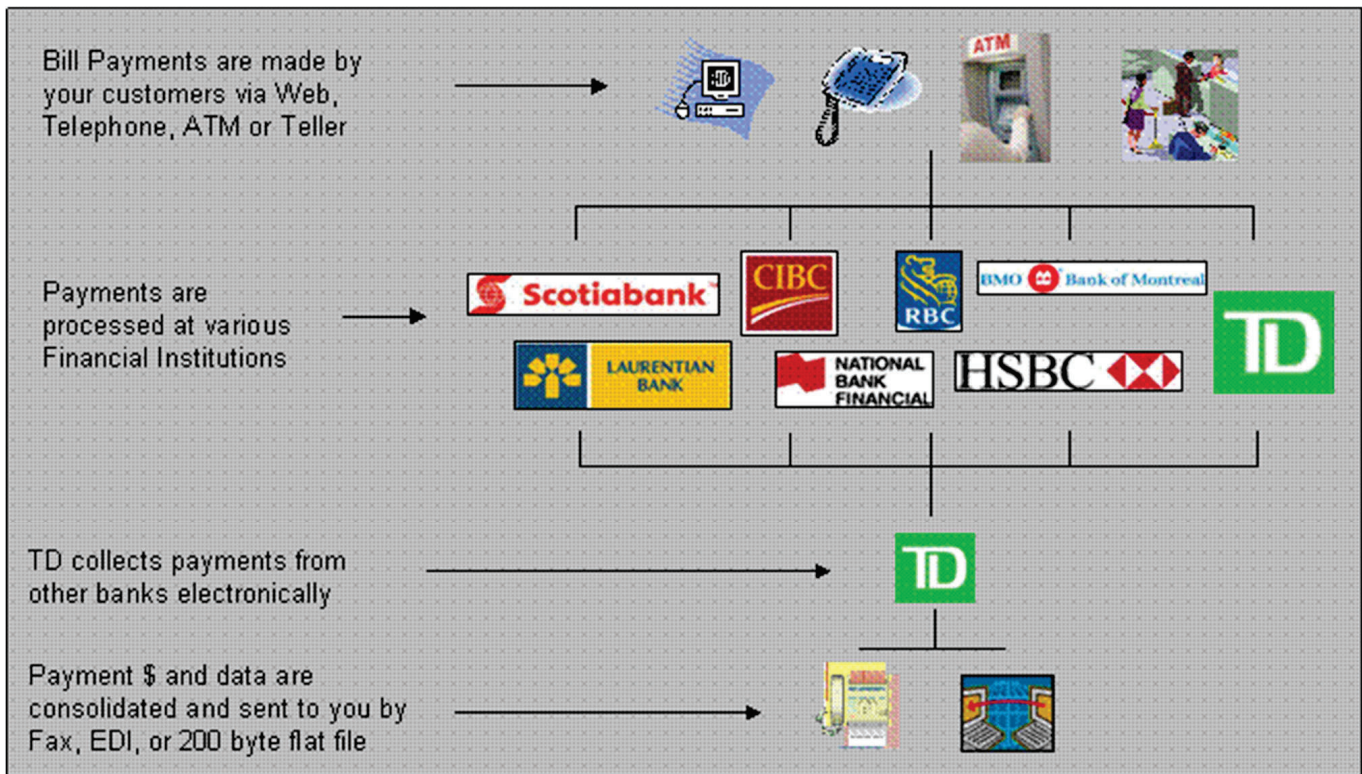
- You receive value for accepted payments made by TD Canada Trust customers through TD Canada Trust Green Machine, EasyWeb or EasyLine (payments must have been made prior to 11:59 p.m. ET).
- Payment advice is made available to you after 11:59 p.m. ET.

- **Day 2**

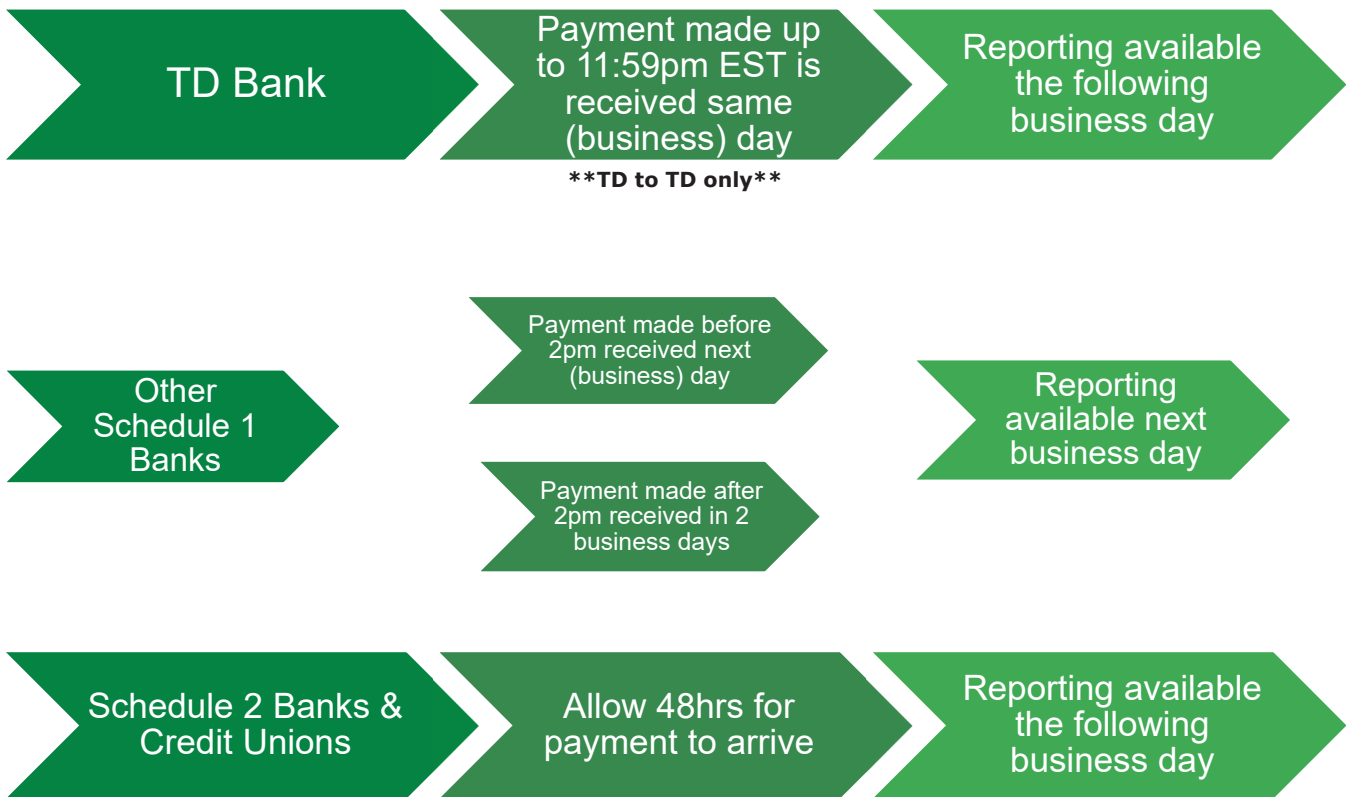
- You receive funds for payments accepted by other banks.
- You receive information on payments accepted by other banks.



Bill Payment Service



Bill Payment Service – Payment & Reporting Timing



Bill Payment Service – Client View

What transactions are affected by holiday processing days?' (highlighted). It then lists 'Weekday Payments', 'Weekend Payments', and 'Bill Paid' details."/>



Bill Payment Service – TD Holiday Schedule

August 19	Monday	Discovery Day	Territorial - Yukon
September 2	Monday	Labour Day	Federal - National All branches closed on Sunday September 1 and Monday September 2
September 30	Monday	National Day for Truth and Reconciliation	Federal - National All branches closed on Monday September 30
October 14	Monday	Thanksgiving Day	Federal - National All branches closed on Sunday October 13 and Monday October 14
November 11	Monday	Remembrance Day	Federal – National All branches closed on Monday November 11
December 25	Wednesday	Christmas Day	Federal - National All branches closed on Wednesday December 25
December 26	Thursday	Boxing Day	Federal – National All branches closed on Wednesday December 25 and Thursday December 26

[TD Holiday Schedule](#)



Q & A





Development Charges Council Workshop

Township of Havelock-Belmont-Methuen
November 5, 2024

Agenda



- Opening Remarks
- Study Process and Timelines
- Changes to Legislation
- Development Charges Overview and Methodology
- Exemptions, Policies, and Other Matters
- Draft Calculations
- Survey
- Next Steps



Overview of Process –Timelines

- 1** **April 18, 2023**
Council Presentation
- 2** **April 2023 to August 2024**
Data collection, staff review, D.C. calculations and policy work
- 3** **December 18, 2023**
Draft Report
- 4** **November 5, 2024**
Council Workshop
- 5** **December 2024**
Release of Final Background Study
- 6** **Early 2025**
Mandatory Public Meeting
- 7** **Spring 2025**
Council Consideration of By-law

Development Charges



- To recover the capital costs associated with residential and non-residential growth within a municipality
- The capital costs are in addition to what costs would normally be constructed as part of a subdivision (i.e. internal roads, sewers, watermains, roads, sidewalks, streetlights, etc.)
- Municipalities are empowered to impose these charges via the Development Charges Act (D.C.A.)

D.C. Eligible Services



1. Water
2. Wastewater
3. Storm water drainage
4. **Services related to a highway**
5. Electrical power services.
6. Toronto-York subway extension.
7. Transit
8. Waste diversion
9. Policing
10. **Fire protection**
11. Ambulance
12. **Library**
13. Long-term Care
14. **Parks and Recreation**
15. Public Health services
16. Childcare and early years services.
17. Provincial Offences Act
18. Emergency Preparedness
19. Airports (Waterloo Region only).

***Services examined in this D.C. Background Study**

Studies Related to the Above Services have also been included

Recent Changes to the D.C. Legislation



There were a number of recent changes to the D.C.A. These changes were provided through :

- Bill 108: *More Homes, More Choice Act*, 2019
- Bill 138: *Plan to Build Ontario Together Act*, 2019
- Bill 197: *COVID-19 Economic Recovery Act*, 2020
- Bill 213: *Better for People, Smart for Business Act*, 2020
- Bill 109: *More Homes for Everyone Act*, 2022
- Bill 23: *More Homes Built Faster Act*, 2022
- Bill 134: *Affordable Homes and Good Jobs Act*, 2023
- Bill 185: *Cutting Red Tape to Build More Homes Act*, 2024



Bill 23 Revisions to the D.C.A.

- Affordable Housing (Owned and Rentals) Exemptions
- Attainable Housing Exemptions
- Non-Profit Housing Exemptions
- Inclusionary Zoning Exemptions
- Additional Residential Unit Exemptions
- Rental Housing Discount (based on number of bedrooms – 15%-25%)
- Removal of Housing as an Eligible D.C. Service
- Capital Cost Amendments (**restrictions to remove studies** and land)
- **Mandatory Phase-In of D.C. (Maximum charge of 80%, 85%, 90%, 95%, 100% for first 5 Years of the by-law) - These rules apply to a D.C. by-law passed on or after January 1, 2022**
- Maximum Interest Rate for Installments and D.C. Freeze
- D.C. By-law life extended from 5 to 10 years
- Other Administrative Changes

***Note: Bill 185 removed the mandatory phase-in, and added studies back into the definition of eligible capital costs**

Further changes to the D.C.A.



Bill 134: *Affordable Homes and Good Jobs Act, 2023*

- Revised definition for affordable unit:

Affordable Rental Unit: rent is less than 30% of the 60th percentile of income for rental households or average market rent set out in Bulletin*

Affordable Owned Unit: cost is less than 30% of the 60th percentile of income for households in the municipality or 90% of the average purchase price as defined in Bulletin*

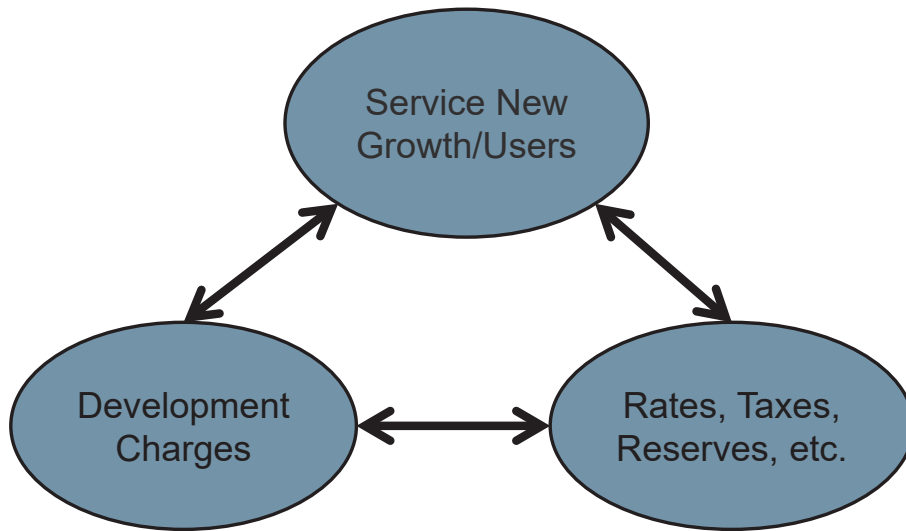
Bill 185: *Cutting Red Tape to Build More Homes Act, 2024*

- Removal of mandatory phase-in of charges
- Re-inclusion of studies as an eligible capital cost (included in calculated rates)
- D.C. rate freeze for zoning by-law amendment applications: reduction from two years to 18 months
- Process for minor amendments to D.C. by-laws
- Modernizing public notice requirements

*Bulletin published annually by Ministry of Municipal Affairs and Housing

7

Relationship Between Needs to Service Growth vs. Funding





Methodology for Calculating a D.C.

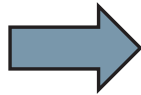
The following provides the overall methodology to calculating the charge:

1. Identify amount, type and location of growth
2. Identify servicing needs to accommodate growth
3. Identify capital costs to provide services to meet the needs
4. Deduct:
 - i. Grants, subsidies and other contributions
 - ii. Benefit to existing development
 - iii. Amounts in excess of 15-year historical service calculation
 - iv. D.C. Reserve funds (where applicable)
5. Net costs then allocated between residential and non-residential benefit
6. Net costs divided by growth to calculate the D.C.

Overview of the D.C. Calculation

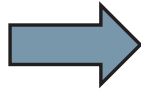


Cost of Infrastructure
Required to
Accommodate
Growth

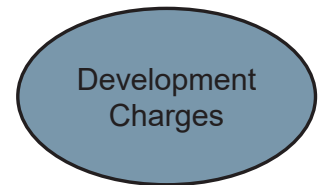


\$

Residential and Non-
residential Growth



Development Charge
per Unit
(for Residential Growth)



Development Charge
per Sq.ft.
(for Non-residential
Growth)

Maximum Charge Capped by Service Standard Calculation



- Service standard measure provides a ceiling on the level of the charge which can be imposed
- The D.C.A. requires the calculation to be based on “quantity” and “quality” measures and are averaged over the past 15 years
- Note that this measure does not apply to water, wastewater, storm water and Transit (which now has a forward-looking service standard)



Capital Costs

- **Acquire land or interest in land**
- Improve land
- Acquire, lease, construct or improve buildings, facilities and structures (includes furniture and equipment)
- Equipment and rolling stock
- Capital component of a lease for the above
- Circulation materials for Libraries
- Studies for above including a D.C. Background Study
- Interest on money borrowed to pay for the above

***Amended as per Bill 23 – no prescribed services have been announced by the Province**

Capital Costs (cont'd)



- Any planning horizon for future capital needs can be used, except for Transit (which is limited to 10 years)
- Capital costs must be reduced by grants, subsidies and other contributions.
- May include authorized costs incurred or proposed to be incurred by others on behalf of a municipality/local board
- Certain Capital Costs may not be included:
 - Parkland Acquisition
 - Vehicle & Equipment with avg. life of <7 yrs.
 - Computer Equipment that is not integral to the delivery of the service
 - Studies
 - Possible removal of land acquisition for services (yet to be defined by the regulations)

*Amended as per Bill 23

13



Mandatory Exemptions

- Upper/Lower Tier Governments and School Boards;
- Industrial building expansions (may expand by 50% with no D.C.);
- Development of lands intended for use by a university that receives operating funds from the Government (as per Bill 213);
- Discount for Rental units based on bedroom size;
- May add up to 2 apartments in an existing or new detached, semi-detached, or rowhouse (including in an ancillary structure);
- Add one additional unit or 1% of existing units in an existing rental residential building;
- Affordable inclusionary zoning units;
- Non-profit Rental Housing;
- Affordable units; and
- Attainable units.

***Amended as per Bill 23**

Discretionary Exemptions



- Reduce in part or whole D.C. for types of development or classes of development (e.g. industrial or churches)
- May phase-in over time
- Redevelopment credits to recognize what is being replaced on site (not specific in the Act but provided by case law)

Common Discretionary Exemptions



- Places of worship
- Bona fide farm buildings (but not the house)
- Industrial development
- Downtowns or infill development
- Brownfield redevelopment
- Hospitals
- University or college

Changes to the D.C.A. – Affordable/Attainable Definitions

Bill 134



Definitions for “affordable” under the D.C.A. were updated by Bill 134, which received Royal Assent on December 4, 2023. As per s 4.1 of the D.C.A. the affordable rental unit and affordable owned unit exemptions are in effect as of June 1, 2024.

Bill 134 Definitions
<p>Affordable Rental Unit: rent is less than 30% of the 60th percentile of income for rental households or average market rent set out in a new Bulletin*</p>
<p>Affordable Owned Unit: cost is less than 30% of the 60th percentile of income for households in the municipality or 90% of the average purchase price as defined in a new Bulletin*</p>

Affordable Amounts (HBM)	
Affordable Monthly Rent:	Bachelor: \$877 1 Bedroom: \$1,173 2 Bedroom: \$1,280 3+ Bedroom: \$1,280
Affordable Owned Unit:	\$301,800 for all Unit types

Attainable Unit: yet to be defined by legislation

*Bulletin published by the Ministry of Municipal Affairs and Housing

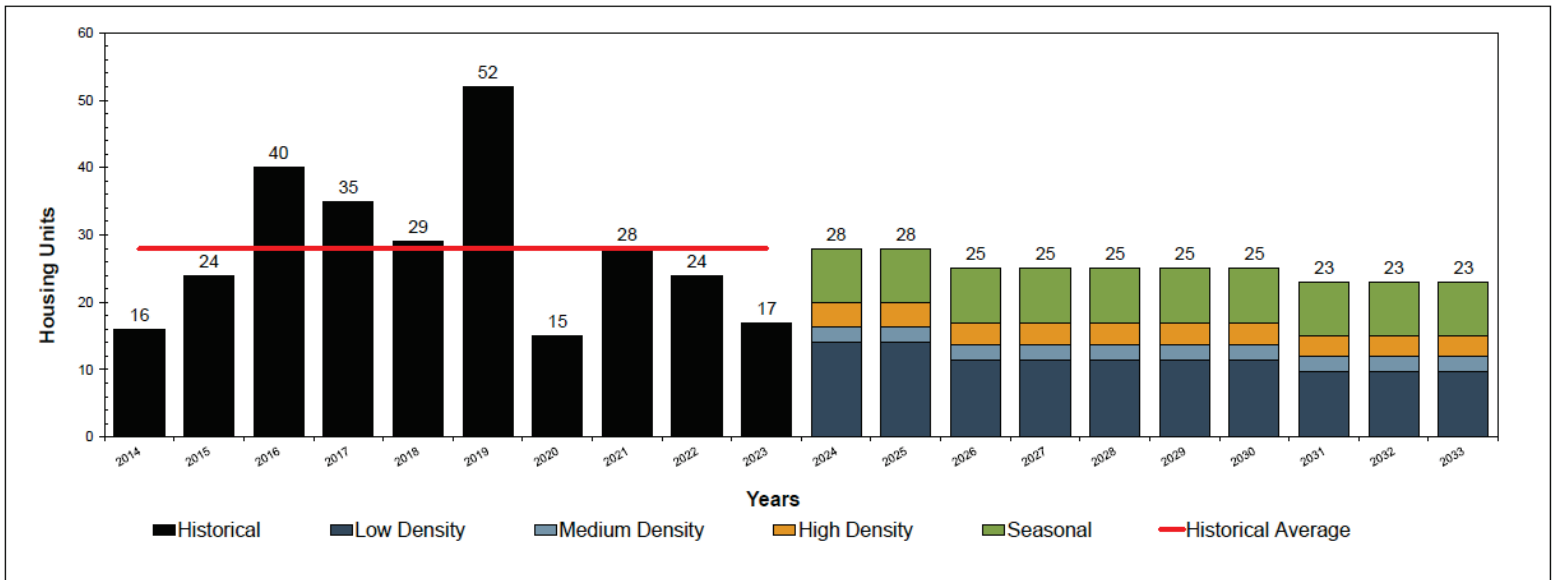


Local Service Policies

- Section 59.1(1) and (2) of the Act “No Additional Levies” - prohibits municipalities from imposing additional payments or requiring construction of a service not authorized under the D.C.A., therefore, need to be clear:
 - What will be included in the D.C.; and
 - What will be required by developers as part of their development agreements
- Items considered in Local Service Policies may include:
 - Local, rural, collector & arterial roads,
 - Intersection improvements & traffic signals,
 - Streetlights & sidewalks,
 - Bike Routes/Bike Lanes/Bike Paths/Multi-Use
 - Trails/Naturalized Walkways,
 - Noise Abatement Measures,
 - Land dedications/easements,
 - Water, Wastewater & Stormwater, and
 - Park requirements.

Growth Forecast Overview

2024 DC Total Population Forecast



Source: Historical buildings permits from 2014 to 2017 from Statistics Canada and building permits between 2018 and 2023 are derived from Township data, by Watson & Associates Economists Ltd., 2024.
 [1] Growth forecast represents calendar year.

Summary of Growth Forecast



Measure	10 Year 2024-2033
(Net) Population Increase	612
Residential Unit Increase	169
Non-Residential Gross Floor Area Increase (sq.ft.)	133,100
Non-Residential Employees	121

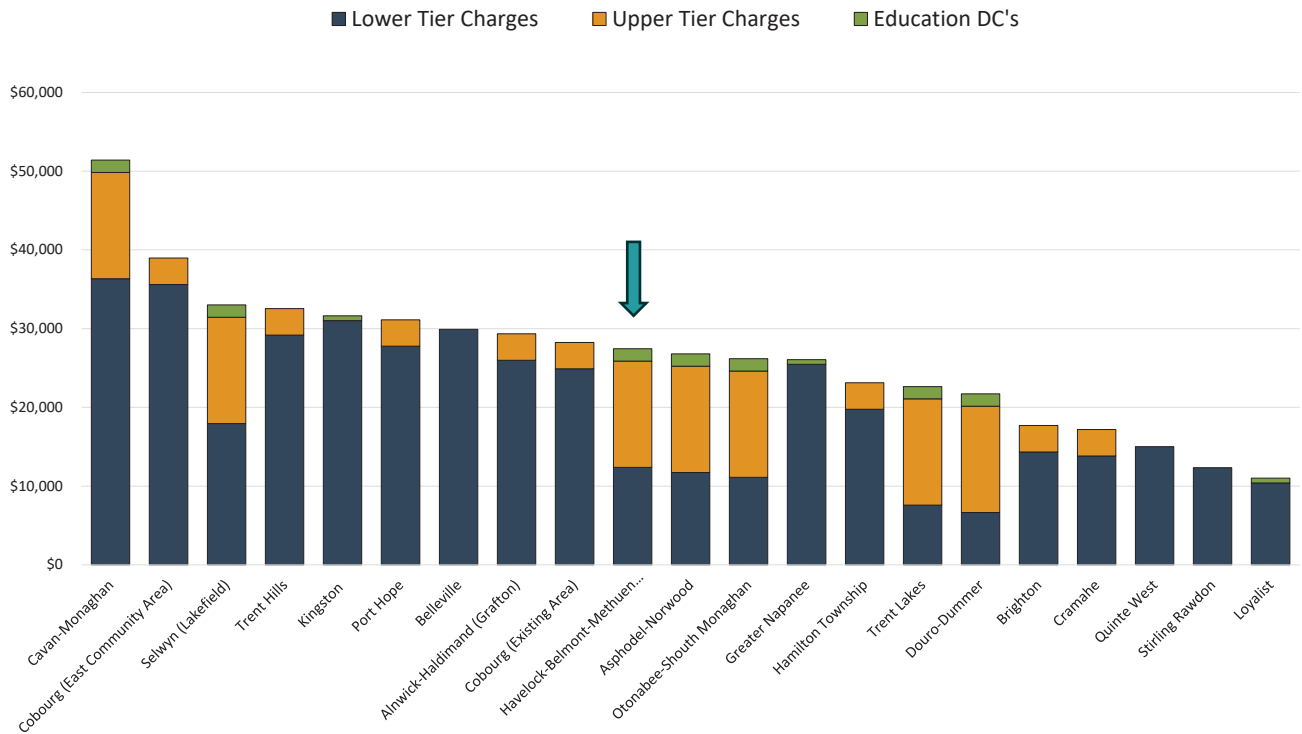
Source: Watson & Associates Economists Ltd. Forecast 2024

Draft Development Charges

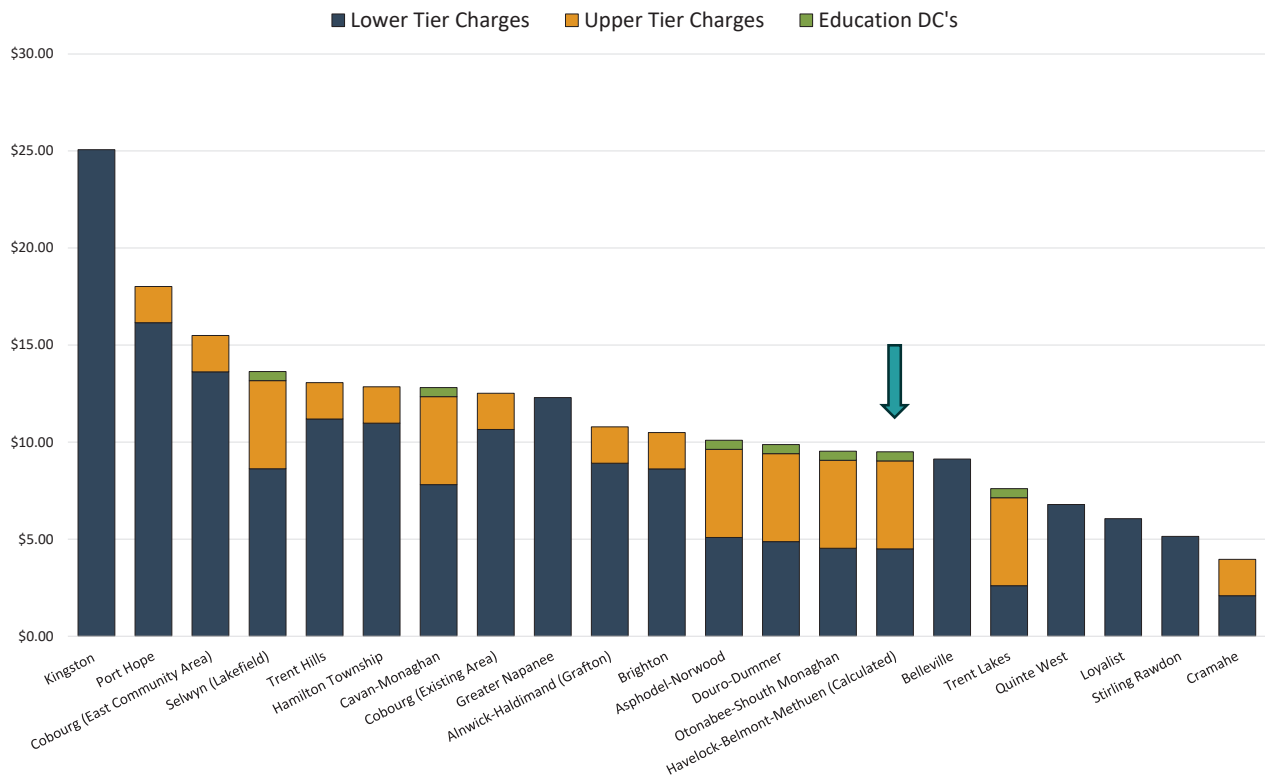


Service/Class of Service	RESIDENTIAL				NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Multiples	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	(per sq.ft. of Gross Floor Area)
Municipal Wide Services/Class of Service:					
Services Related to a Highway	5,425	4,891	4,810	2,537	2.41
Public Works (Facilities and Fleet)	2,643	2,383	2,343	1,236	1.17
Fire Protection Services	619	558	549	289	0.27
Parks and Recreation Services	2,804	2,528	2,486	1,311	0.32
Library Services	231	208	205	108	0.03
Growth Studies	665	600	590	311	0.30
Total Municipal Wide Services/Class of Services	12,387	11,168	10,983	5,792	4.50

Survey of Comparator Municipalities – Single/Semi-Detached

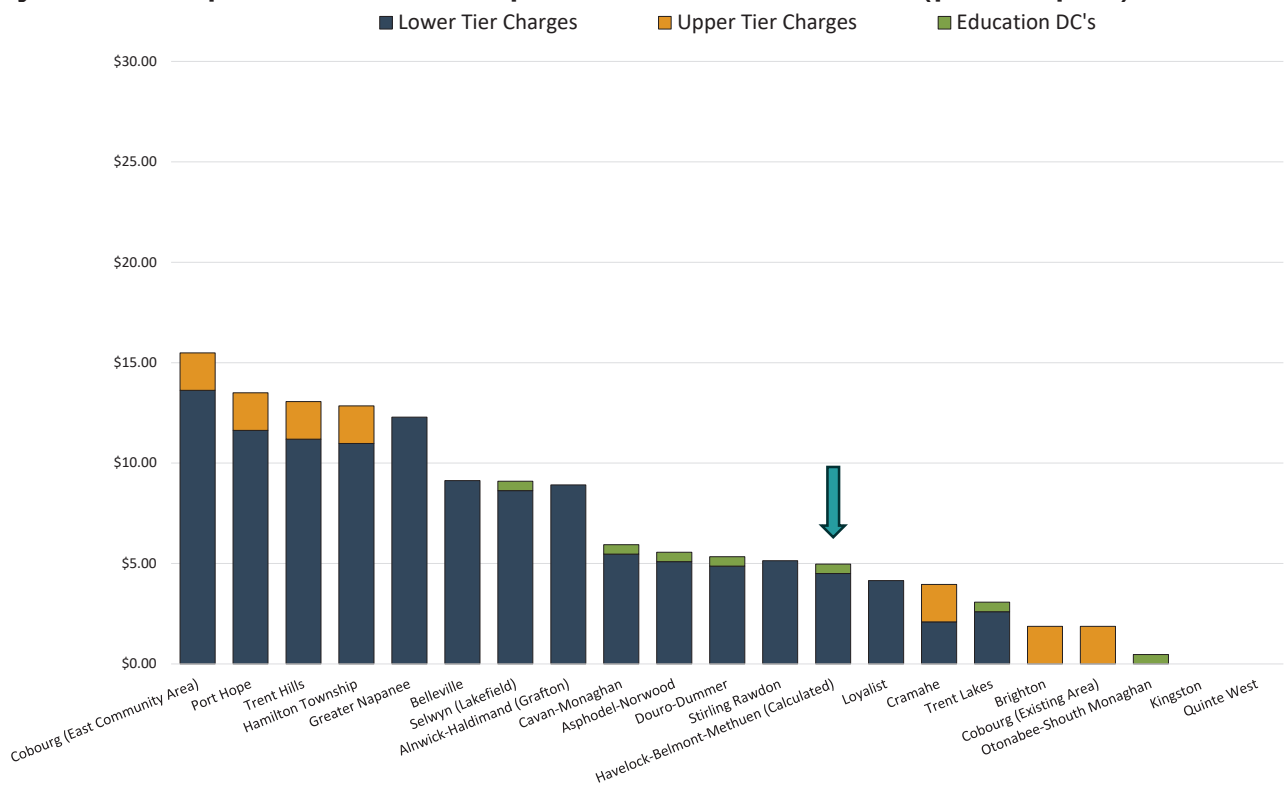


Survey of Comparator Municipalities – Commercial (per sq.ft.)



Note: Peterborough County D.C and Trent Lakes D.C. - First 250 sq.m / 2,691 sq.ft. exempt

Survey of Comparator Municipalities – Industrial (per sq.ft.)



Note: Trent Lakes D.C. - First 250 sq.m / 2,691 sq.ft. exempt



Next Steps



April 18, 2023
Council Presentation



April 2023 to August 2024
Data collection, staff review, D.C. calculations and policy work



December 18, 2023
Draft Report



November 5, 2024
Council Workshop



December 2024
Release of Final Background Study



Early 2025
Mandatory Public Meeting



Spring 2025
Council Consideration of By-law

Questions



From: Deb Follett [REDACTED]
Sent: October 22, 2024 9:35 PM
To: Travis Toms <CBO@hbmtwp.ca>
Subject: Letter for meeting request

HBM Council

I would like to request a meeting with Council to discuss the resolution for the portion of road allowance that abuts my property to the north. The property of 531 Peninsula Rd Havelock.

Thank You

Deb Follett

[Yahoo Mail: Search, Organize, Conquer](#)

REGULAR MEETING.

The regular meeting of the Council of The Townships of Belmont-Methuen was held Thursday, August 2nd., 1973 at 7:00 P.M. in the Township Hall with all members present and the Reeve in the Chair.

Minutes. Moved by Coun. Harris and seconded by Coun. Gerow that the minutes be adopted as read. Carried.

Report of Bldg. Inspector. Moved by Coun. Harris and seconded by Dep. Reeve Hamilton that the report of the Building Inspector and By-Law Enforcement Officer be accepted. Carried.

Correspondence. Moved by Coun. Gerow and seconded by Coun. Harris that correspondence be read. Carried.

Permit use of Road Allowance. Moved by Coun. Patterson and seconded by Dep. Reeve Hamilton that we grant permission to Oscar E. and E. Edna Nichols and Harold F. and Mary E. Rogers, to use the portion of the road allowance which abuts against their property to the North, their properties being Part 1 and 2 of Block F., R.P. # 10 respectively.

Said portion of the road allowance to be in lieu of the property required for the new road survey.

And that the present road would stay as is, any development would be to the North. Carried.

Moved by Coun. Patterson and seconded by Dep. Reeve Hamilton that we grant permission to the following persons to use the portion of the road allowance between Lot 15 and Lot 16, Methuen Township which abuts against their properties to the North;

- Paul & Irene Czihat- Part 3, Block F., R.P. # 10
- Lawrence H. and Beulah Gerow - Part 4, Block F., R.P. # 10
- John R. Hammond - Part 5, Lot 35, R.P. # 10
- Edward Keating - Part 6, Block H., R.P. # 10
- George H. and Sarah A. Jones - Part 7, Block H., R.P. # 10
- Eva, William J. and James Laing - Part 8, Block H., R.P. # 10
- Douglas Laing - Part of Block G., R.P. # 10
- Claude W. and Catherine Tomlinson- Part 9, E $\frac{1}{2}$ Lot 36A, R.P. # 10
(And that the present road would stay as is.)
- Stewart G. Winterton- Part 11, R.P. # 10, Pt. Lot 15, C.6

Said portion of the road allowance to be in lieu of the property required for the new surveyed road. Carried.

7-22600

Pass Accounts. Moved by Coun. Patterson and seconded by Coun. Gerow that list of accounts # 8 be passed, the Reeve and Clerk sign same and the Treasurer instructed to issue cheques for the following;

New Entrance/
John R. Hammond.

Moved by Coun. Gerow and seconded by Coun. Patterson that we will construct a new entrance to the property of John R. Hammond, being Part 5, Lot 35, Pt. Lot 15, Conc. 6, Methuen Township. The said entrance to be in lieu of property required for the new surveyed road. Carried.

The Townships of Belmont & Methuen

WILFRED O. ELLIS, REEVE
DONALD L. L. KELLOWAY, A.M.C.T.,
CLERK & TREASURER
AND WELFARE ADMINISTRATOR

TELEPHONE 778-2308

P. O. BOX 10, HAVELOCK, ONTARIO

RESOLUTION

BE IT RESOLVED, that we grant permission to Oscar E. and E. Edna Nichols and to Harold F. and Mary E. Rogers, to use the portion of the road allowance which abuts against their property to the North, their properties being Part 1 and Part 2, Block F, R.P. # 10, respectively.

Said road allowance to be in lieu of the property tax required for the new road survey.

And that the present road would stay as is, any development would be to the North.

CARRIED.

Certified to be a true copy of a resolution passed in open Council on the 2nd., day of August, 1973.


Clerk.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Travis Toms, Chief Building Official
Meeting Date: December 5, 2023
Subject: Request to Purchase Section of Unopened Road Allowance on Peninsula Road

PURPOSE:

The purpose of this report is to inform Council of the request to purchase a section of unopened road allowance, situated north of the property located at 531 Peninsula Rd, by Debbie Follett, the registered owner, of said property.

Recommendation:

Whereas the Township has received a submission from Wallace J. Brown, Barrister, Solicitor on behalf of Debbie Follett, to Stop up, Close and Convey a portion of the unopened road allowance located north of 531 Peninsula Road with the property with roll number 1531-010-007-22600;

Be It Resolved That Township Staff are authorized to provide the applicant/property owners with the necessary requirements in order to fulfil the stopping up, closing and conveying of the unopened road situated north of 531 Peninsula Road.

Background:

In May of 2023, Township staff received concerns that an internet tower had been placed on what they understood as being Crown Land. Subsequent to the complaint, JBF Surveyors were hired to confirm the location of the internet tower. Confirmation by JBF Surveyors,

was that the tower was located on the Township unopened road allowance, adjacent to the Crown Land. Both the internet provider and the property owner noted above, believed that the property to be registered to them and not an unopened road allowance. On further inspection by Township staff, it was determined that there are structures on the unopened road allowance, therefore, requiring the stop up, close and purchase of that portion of the unopened road allowance.

Financial Impact:

No costs associated with this request at the present time.

Attachments:

1. Letter from Wallace J. Brown requesting the purchase of unopened road allowance.
2. GIS mapping

Respectfully submitted by:

Travis Toms

Travis Toms
Chief Building Official
By-law Enforcement Officer

Previous Council Report

RECEIVED NOV 02 2023

WALLACE J. BROWN
Barrister, Solicitor
Notary Public

By fax only:

Township of Havelock-Belmont-Methuen
P.O. Box 10
HAVELOCK, ON
K0L 1Z0

Attention Mayor and Councillors

Dear Sirs:

RE: **DEBBIE FOLLETT**
531 Peninsula Road, Kasshabog Lake

Please be advised that I represent Debbie Follett.

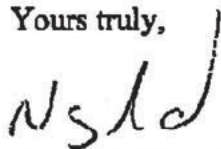
I can advise that she wishes to purchase the section of unopened road allowance lying immediately to the north of her residence on the south side of Peninsula Road and fronting on Kasshabog Lake. Her premises also include an area of land on the north side of the travelled road and south of the unopened road allowance.

Mrs. Follett's garage is located on the unopened road allowance and she has always believed that the area in question was within her property boundary.

An internet tower has been recently constructed on the road allowance near her garage. This was by agreement between Mrs. Follett and Rural Links owner Ray Abrams. Both parties thought that Debbie was the owner of the sit where the tower is located.

Mrs. Follett wishes to purchase a rectangular parcel of the road allowance with the side limits being roughly northerly extensions of the existing side yard limits of her residence.

Yours truly,

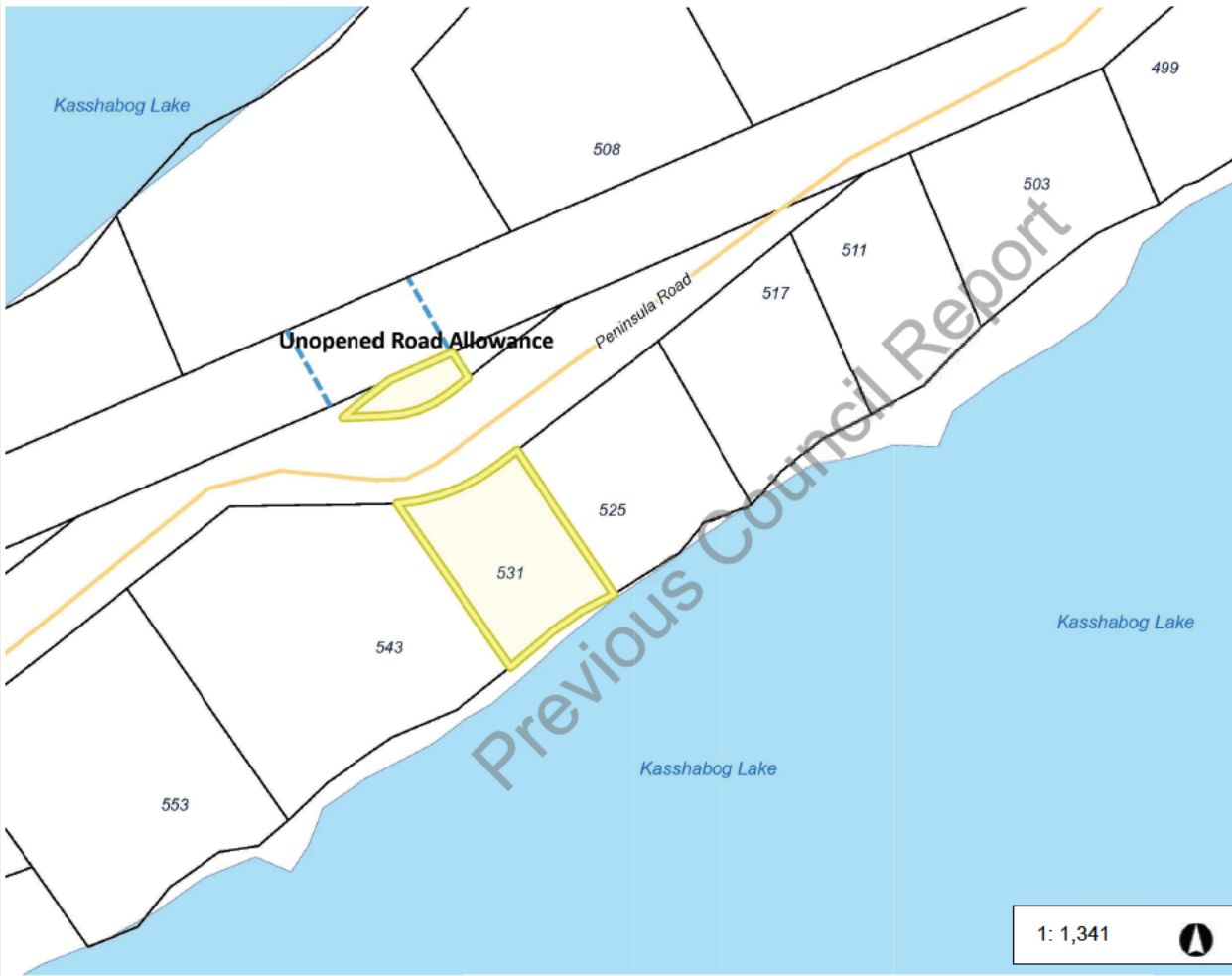

WALLACE J. BROWN
WJB; nmm

HAVELOCK OFFICE
11 GEORGE STREET, WEST, BOX 689
HAVELOCK, ONTARIO K0L 1Z0
OFFICE (705) 778-3381
FAX NO. (705) 778-7722

CAMPBELLFORD OFFICE
17 FRONT STREET, SOUTH
CAMPBELLFORD, ONTARIO K0L 1L0
OFFICE (705) 653-2041
FAX NO. (705) 653-406

November 2, 2023
Our file #: 12679
REPLY: HAVELOCK

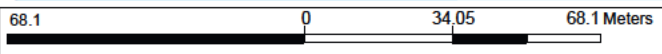
Unopened Road Allowance



Legend

- Roads < 50,000**
- PRIV : Private; PRIV
- City Arterial
- City Collector and Local
- City Owned Unclassified
- Provincial
- County
- Township
- Water Access Only
- Outside Roads < 50,000**
- Major Roads
- Local Roads
- Peterborough Proposed Bypass Civic Address
- Parcel Fabric
- Parcel First Nations - Canada I
- Rivers**
- Intermittent
- Permanent
- Clean Water Act Policies Apply
- Provincially Significant Wetland
- Locally Significant Wetlands
- Non-evaluated Wetlands
- Lakes - Local Scale
- Municipal Boundary - Upper Ti
- <all other values>
- COUNTY OF PETERBOROUGH

1: 1,341 



NAD83_CSRS98_UTM_zone_17N
© Latitude Geographics Group Ltd.

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Josh Storey, Supervisor of Parks, Recreation and Facilities
Meeting Date: November 5, 2024
Subject: Parks, Recreation and Facilities October Department Updates

Purpose:

The purpose of this report is to provide department updates to Council for the month of October 2024.

Recommendation:

That Council receive this update report as information.

That Council recommend a resolution to the overgrown grasses in the Patterson Parkette flower beds.

Background:

The month of October department updates included;

- Staff completed fall cleanup in all flowerbeds.
- The new Natural Gas pressure station at the Arena was installed. Four (4) new gas supply lines were also in need of replacement and were installed.
- Floral displays have been removed for the season.
- The Mathison property banners arrived and will be installed the first week of November.
- September's ice rental totaled 52 hours, plus 7 hours in free public skating.
- Staff met with Peterborough County to discuss the Japanese Knotweed in the Mathison property.
- The Splash Pad, Baseball Canteen and Washrooms at the Rotary Park have been winterized for the season.
- Construction fencing panels have been installed around the Cordova Outdoor Rink to prevent usage this winter season. This fencing can be reused for future projects throughout the Township.
- Staff installed a new gate for the main trail in the Mathison property.
- Stone pointing was completed at the Stone Hall.

- It has been brought to our attention that the Patterson Parkette flower beds look crowded. The grasses that were planted 2 years ago have matured and taken off this season. Staff are seeking Councils recommendation on a resolution for this.

Financial Impact:

There is no financial impact as a result of this report.

Attachment(s):

Patterson Parkette Photos.

Respectfully submitted by:

Josh Storey

Josh Storey
Supervisor of Parks, Recreation and Facilities



TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Peter Lauesen, Manager of Public Works
Meeting Date: November 5, 2024
Subject: Public Works July and September Department Updates

Purpose:

The purpose of this report is to provide department updates to Council for the month of September 2024.

Recommendation:

That Council receive this update report as information.

Background:

The Public Works September department updates include;

Capital Projects:

- QBT Excavating started George St. construction July 15th, it is ongoing.
- RFQ #PW-2024-06 – Snowplowing Quotations for the 2024-2026 Winter Seasons was reposted September 13, 2024, with a closing date of October 3, 2024.
- Paving completed around garbage bins at the 6th Line Transfer Station.
- Cameras were installed and are operational at the 6th Line Transfer Station.

Roads Division:

- Filled Sand shed with Township trucks.
- Patching.
- Shouldering on Preston Rd. and 6th Line.
- Graded Roads.
- Road Patrol.
- All Township vehicles were undercoated.

Waste Management Division:

- In September the 6th Line transfer station had a total of 4,303 cars in the 22 days they were open.
 - o West Kosh, Oak Lake and Jack Lake had a total of 1,454 cars in the average of 13 days they were open.

Water and Wastewater Division:

- Ontario One Call Locates were completed as received.
- Monthly meter readings were taken.
- Water disconnects were done as directed.
- Hydrants were flushed September 16th – 20th and 23rd – 27th.

Financial Impact:

There is no financial impact as a result of this report.

Respectfully submitted by:

Peter Lauesen

Peter Lauesen - CRS
Manager of Public Works





TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Lionel Towns, Treasurer
Meeting Date: November 5, 2024
Subject: Investment Update (Quarter 2 – 2024)

PURPOSE:

To provide Council with an update on the market and book value returns for HBM's investments that are held through ONE Investments.

RECOMMENDATION:

That this Report be received for information.

BACKGROUND:

History of ONE Funds

ONE Investment (ONE) was formed in 1993 by the Association of Municipalities of Ontario (AMO), through its services arm, Local Authority Services (LAS), and the Municipal Finance Officers' Association (MFOA). ONE provides HBM and other municipalities with:

- a range of investment products that meets legal regulations
- in-person and online education and training
- advice and one-on-one input regarding Council investment decisions; and
- tools and templates to support reporting back to Council.

Governance

In addition to a ten-member Board of senior municipal staff, ONE is advised by two expert third-party committees:

- The Investment Advisory Committee (IAC) is comprised of five investment experts who are Chartered Financial Analyst (CFA) charter-holders; the sixth is a municipal finance expert.
- Peer Advisory Committee members are eight municipal representatives who advise on their investment needs and how ONE can support them.

General Investment Management Strategies

Municipal fixed income investments are managed with the objective of outperforming their benchmarks. Canadian equities are managed by Guardian Capital with the objective of capturing the higher returns of the stock market while containing risk. Canadian equities are normally more volatile than other global markets because of our heavy weight in materials, which are affected by commodity prices. For risk management, ONE constrains the weight in “Materials” in this portfolio.

Fee Schedule

ONE Fees are set to cover costs only, including portfolio management, compliance, governance etc.

- | | |
|---------------------------------|--------------------------|
| • Money Market | 19 Basis Points |
| • Short-Term Bonds | 40 Basis Points |
| • Universe Corporate Bonds | 45 Basis Points |
| • Canadian Equity Portfolio | 50 Basis Points |
| • High Interest Savings Account | no fee paid by investors |

Each year, HBM pays a portion of the cost associated with approximately 16,000 transactions at an average of approximately \$3.20 per transaction.

ONE and Municipalities

ONE was formed by municipalities to provide services that are tailored to their specific needs:

- Under the Municipal Act (O.Reg 438.97), Canadian Corporate Bonds (greater than 5 years), and Canadian Equity are only available through ONE Investment
- The ONE Investment portfolios are guaranteed to be in compliance with Section 418 of the Municipal Act
- The ONE Investment Board of Directors is made up of municipal representatives
- ONE Investment is a non-profit entity and is owned 50/50 by LAS (business arm of AMO), and CHUMS (subsidiary of MFOA) with fees set to cover costs including portfolio management, compliance, governance etc.
- ONE staff do not make commissions on sales
- ONE Funds have been structured/diversified to help mitigate market risk (and volatility) for municipalities; and
- Currently Ontario Municipalities have \$3.1 Billion investment with ONE (over 40% of all Ontario Municipalities).

Market Analysis

Canadian equity markets had a strong start to 2024, with the ONE Canadian Equity Portfolio producing returns of 7.7% in the first quarter. This comes after a similarly strong performance in the fourth quarter of 2023; in the 12-month period ending March 31, 2024, the ONE Canadian Equity Portfolio generated returns of 19.4%.

Market sentiment remained strong, supported by robust economic activity and the expectation that interest rates will soon start to decline. The energy sector was among the strongest sectors of the market, up 13% in the quarter, as oil prices increased to \$83 by quarter-end, up \$10 in the quarter. The portfolio is structured to always have significantly less exposure to commodity related companies than its benchmark to reduce the volatility of returns.

Canadian equity markets were slightly weaker in the second quarter, with the ONE Canadian Equity Portfolio producing returns of -0.8% in the quarter following two successive quarters of very strong returns. In the 12-month period ending June 30, 2024, the ONE Canadian Equity Portfolio generated returns of 14.3%. The performance

of global equity markets was generally mixed in the quarter, with weakness seen in continental European and Asian equity markets. US equity markets were higher in the second quarter, with the strength focused almost exclusively on the 'Magnificent 7' stocks, a group of large capitalization tech stocks that have experienced explosive price performance over the last year.


While overall returns were weak in the Canadian equity markets, the materials sector was particularly strong. It was the best-performing sector in the quarter, with returns of 7.4%. Prices for industrial metals like copper, aluminium, and zinc moved higher, while precious metals showed strength too, with gold hitting an all-time high in the quarter.

The strength in the Canadian equity markets paused in the quarter as the Bank of Canada began cutting interest rates in response to evidence of slowing economic growth and increasing signs that inflation pressures were easing. This should help bolster economic growth and be generally supportive for Canadian equity markets.

The Canadian fixed-income markets were slightly stronger in the second quarter of 2024. The ONE Canadian Corporate Bond Portfolio had returns of 0.9% in the quarter, while the ONE Canadian Government Bond Portfolio was up 1.0%. Both portfolios generated returns near 5% over the twelve-month period ending June 30, 2024. After being on 'pause' for nearly a year, the Bank of Canada (BoC) cut rates in early June, becoming the first G7 central bank to do so in this cycle. The overnight rate was reduced by a quarter of a percent to 4.75%. The decision to cut rates was the result of easing inflationary pressures, as headline inflation has been within the BoC's target range in every month this year.

**ONE Fund Monthly Returns - Book and Market Value Returns
2024**

Fund/Index	January to March	April to June	Year to Date (non-compounded total)
Equities and Bond Markets			
ONE Funds - Book Value (bond income received and re-invested)	-0.40%	0.90%	0.50%
- Market Value (not sold; unrealized gains or losses)	4.70%	-0.20%	4.50%
High Interest Savings Account (HISA)	1.40%	1.40%	2.80%

 Township of Havelock-Belmont-Methuen Consolidated Portfolio Holdings in CAD As of June 30, 2024							
Security	Quantity	Unit Cost	Book Value	Price	Market Value	% Weight	
CDN Equity Port	248,908.715	20.45	5,091,361.41	31.34	7,801,296.97	63.95%	
Corp Bond Port	4,135.386	1,111.43	4,596,194.24	1,004.86	4,155,488.93	34.06%	
HISA	242,402.100	1.00	242,402.10	1.00	242,402.10	1.99%	
					12,199,188.00	100.00%	

Respectfully submitted by:

Lionel Towns

Lionel Towns
Treasurer

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Shari Gottschalk, Economic Development Officer
Reporting Date: November 5, 2024
Subject: **Ontario Eastern Municipal Conference (OEMC) Event Report**

Purpose:

The purpose of this Report is to update Council on the highlights of the 2024 OEMC conference, session overviews, as well as key take aways.

Recommendation:

Receive the Ontario Eastern Municipal Conference (OEMC) Event Report for information.

Background:

The OEMC has developed into the largest annual regional municipal conference east of Toronto. The Ontario East Economic Development Commission delivered dynamic programming, best practices, and showcased enhance economic opportunities and successes. Delegates comprised a diverse group of elected officials, economic development professionals, entrepreneurs, municipal service providers, private sector business leaders and provincial ministry representatives.

It is estimated more than 40 exhibitors showcased their products and services.

Key Sessions:

There was a wide variety of subjects and speakers, however the following were those that resonated with me and feel I can draw from.

Building a Foundation for Prosperity and Resiliency in Rural Communities

Speakers: Carolyn Puterbough, Economic & Business Advisor, and Karen Fischer, Economic & Business Advisor, Ontario Ministry of Agriculture, Food and Agribusiness

The session explored ways to build a foundation for prosperity and resiliency in rural municipalities using community economic development approaches. The presenters shared practical tools and tactics as well as local examples were shared along with free resources to support economic development in our community. There were excellent group discussions and

'real' examples of how rural communities can shape a more prosperous, resilient, and inclusive future.

- **Takeaway** – The session reinforced the importance of incorporating OMAFRA's business retention and expansion (BRE) principles and analytics into economic development workplans, as well as diversity, equality, and inclusivity.

Activating Public Spaces that Foster Business Development

1st Speaker: Ramona Gallagher, CEO, Main Street Matters

Placemaking is about more than just fun local events, murals or streetscape improvements, it creates strong and connected neighbourhoods. They increase civic engagement and can lead to better economic outcomes for our community, improved accessibility, job creation and maintenance, and smart innovation. "Placemaking capitalizes on a local community's assets, inspiration, and potential, ultimately creating good public space that promotes people's health, happiness, and well-being." (The Project for Public Spaces). The speaker challenged the audience to expand our ROI thinking to include the Social Return on Investment, reimagination of assets, and the ideation of community ownership of 'place' by bringing residents and stakeholders into our placemaking efforts.

- **Takeaways** – consider all municipal facilities and recreation assets so that they might be reimagined or repurposed, e.g. Old Town Hall is centrally located and could become a community hub (historical society, artist gallery & studio, maker market). The Mathison Conservation Area, Kosh Lake beach, Burnt Dam could be developed into tourism assets and connected by cycle trails and registered with Shimano.

2nd Speaker: Elisha Maguire, Manager of Economic Development, City of Belleville

The City of Belleville is celebrating their activation of spaces; projects where the private sector has been engaged in ways that uniquely enhance outdoor areas and foster business development. Belleville's Economic Development Team has launched two "Pop-up" projects that are being 2nd replicated across the Quinte region and other areas of the province with similar goals and objectives.

Pop-ups on the Bay is a seasonal, modular small business opportunity ranging from food and retail to experiences, on the shores of the Bay of Quinte in Belleville. Pop-ups are both a resident and tourist attraction and offer enhancement to other activities and events held in the park. Developed by the City of Belleville in 2019, the program has several goals:

- To support entrepreneurs in the development and growth of their business.
 - To enhance the visitor experience.
 - To activate the underdeveloped waterfront.
 - Despite the challenges since its inception (flooding and the pandemic), this project continues to gain momentum and has resulted in two bricks-and-mortar businesses.
- **Takeaway** – There may be opportunities to partner with the Lions Club to utilize the Lions Club highway #7 parkade (or sections of) as a seasonal 'pop-up' venue. Alternatively, the vacant property and site of the former Havelock Hotel would be ideal

for pop-ups. In the Belleville scenario the sea cans are owned by the municipality, set-up for commercial use, permitted, and rented out to small businesses.

Breaking Down Housing Development & Site Servicing Barriers: Rural and Infill Solutions and how to Leverage Municipal Service Corporations

Speakers: Lindsay Blair, Executive Director, 2B Developments, Kevin Warner, M.Sc., P. Geo (Ltd), BCIN, Water & Wastewater – Hydrogeologist, Cambium Inc.

The session focused on de-centralized servicing, and how municipal service corporations (MSCs) can help rural and small municipalities solve infrastructure challenges to support densification and diverse development scenarios. This session combined technical expertise on MSCs, site servicing options, and housing trends into one discussion. The speakers discussed how a municipality can support alternative solutions for water and wastewater servicing, and other infrastructure needs through creative approaches or an MSC while also progressing forward real projects that drive.

- **Takeaway** – Learned Innisfil has an MSC (InnServes Utilities Inc.) which should be researched as to its success, challenges, and lessons learned.

Workforce Development – Programs and Services Supporting Business Growth and Attraction

Speakers: Adam Cameron, Regional Program Manager, Ministry of Labour, Immigration, Training and Skills Development, Nathalie Wuta, Team Lead Employer Outreach Unit, Ministry of Labour, Immigration, Training and Skills Development

The Ministry of Labour, Immigration, Training and Skills Development (MLITSD) and Global Talent and Settlement Services provided an update on programs along with presentation of real-life examples of support programs currently underway in eastern Ontario communities including the Ontario East Workforce Partners Support Project (OE-WPSP) and the Eastern Ontario Training Board Newcomer Employment Service & Local Immigration Program.

Attachments:

Ontario Eastern Municipal Conference – Event Schedule

Financial Impact:

None.

Respectfully submitted by:









Shari Gottschalk, Economic Development Officer

OEMC 2024 – PROGRAM OVERVIEW FOR WEDNESDAY, SEPTEMBER 11, 2024

8:30 AM – 10:30 AM	Atrium Registration and Refreshments <i>Sponsored by Eastern Ontario Business Journal Ottawa Business Journal</i>					
10:30 AM – 12:30 PM	Room 118 CDE Conference Welcome & Opening Keynote Government Remarks: <ul style="list-style-type: none"> Honourable Doug Ford, Premier of Ontario (video) Honourable Victor Fedeli, Minister of Economic Development, Job Creation and Trade (video) Warden Peter Emon, County of Renfrew, Chair, Eastern Ontario Wardens' Caucus Mayor Jeff Leal, City of Peterborough, Chair, Eastern Ontario Mayors' Caucus Opening Keynote Speaker: Jennifer Botterill <i>Sponsored by Enbridge Gas Inc.</i>					
12:30 PM – 1:30 PM	Lunch in Room 118 CDE Sponsored by Independent Electricity System Operator (IESO) <i>Pick up your food in the Exhibit Hall</i>					
1:30 PM – 2:30 PM	106 H CMHC Housing Solutions	Room 118 A Navigating the Workforce Transition to Electric Vehicles in Canada & Eastern Ontario's Automotive Manufacturing Sector	Room 106 FG Building Ontario's Economy	Room 118 B Special Events & Perilous Partnerships	Room 110 Talent Retention and Attraction across Ottawa and Eastern Ontario	
2:30 PM – 3:00 PM	Refreshment Break in Exhibit Hall, Ballroom 106 <i>Sponsored by Welch LLP</i>					
3:00 PM – 4:00 PM	106 H RESILIENT IN THE STORM Strategies for a Vibrant Recovery and Planning for the Unpredictable: Climate-Ready Strategies for Municipalities	Room 118 A Canada's Immigration Advantage and Innovating Rural Resilience: Eastern Ontario's Path to Immigrant Attraction and Skilled Workforce Integration	Room 106 FG Why SME is Keystone of the Canadian Economy and the Importance of Economic Development at the Municipal Level	Room 118 B Accelerating Bio-Based Manufacturing in Canadian Municipalities and Data-driven Bioeconomic Solutions for Regional Economic Development	Room 110 Frontenac Communal Services Project - Bringing Water and Wastewater Together for Rural Community Building	
4:00 PM – 4:10 PM	Transition Break					
4:10 PM – 5:10 PM		Room 118 A Powering Growth: Working Together to Meet New Electricity Demand	Room 106 FG Community Responsibility, and DEI trending?	Room 118 B Activating Public Spaces that Foster Business Development		
5:10 PM – 6:30 PM	President's Reception in Exhibit Hall Sponsored by Hydro One Prime networking opportunity! Drinks & appetizers will be available					
6:30 PM – 10:00 PM	FREE NIGHT – OEMC will provide a shuttle service from the Ottawa Conference & Event Centre to the Byward Market (33 George Street). The first shuttle will depart at 6:15 PM and continue to loop until 10:30 PM. OEMC has teamed up with Ottawa Tourism to offer OEMC attendees the most of Ottawa for less with these incredible discounts. Scan the QR Code at Registration or online here for a list of places that will provide discounts if you wear your badge at the participating businesses. Please note you are welcome to make reservations at restaurants not on this list!					

OEMC 2024 – PROGRAM OVERVIEW FOR THURSDAY, SEPTEMBER 12, 2024

8:00 AM – 9:00 AM	<p>Room 118 CDE Hot Breakfast! Pick up your food in the Exhibit Hall! Sponsored by Rogers</p>				
9:00 AM – 10:00 AM	<p>Room 118 CDE Government Address</p> <ul style="list-style-type: none"> Honourable David Piccini, Minister of Labour, Immigration, Training and Skills Development (video) Honourable Nolan Quinn, Minister of Colleges and Universities and MPP for Stormont-Dundas-South Glengarry (video) <p>Special Presentation – Presented by Ontario East</p> <p>EDO of the Year Award Presentation Sponsored by ResearchFDI</p>				
10:00 AM – 10:30 AM	<p>Refreshment Break in Exhibit Hall, Ball room 106 Sponsored by Invest Ontario</p>				
10:30 AM – 11:30 AM	<p>Room 106 H Investigating alternative revenue tools and uncovering operational efficiencies to balance budgets in difficult times. A Case Study of Cavan Monaghan</p>	<p>Room 118 A Eastern Ontario Macroeconomics: Are We (Finally) Emerging from Five Years of Economic Uncertainty?</p>	<p>Room 106 FG Building a Foundation for Prosperity and Resiliency in Rural Communities</p>	<p>Room 118 B Guarding Our Communities: Cybersecurity Essentials for Municipalities</p>	
11:30 AM – 11:40 AM	<p>Transition Break</p>				
11:40 AM – 12:40 PM	<p>Room 106 H City of Kingston International Student Symposium and Building Tomorrow's Workforce: The Strategic Advantage of Co-op Student Employment</p>	<p>Room 118 A Enabling Stickiness with Youth and the Young Population and County of Simcoe: Nurturing Growth through Inclusive Workforce Initiatives and Partnerships</p>	<p>Room 106 FG Municipal Law Update</p>	<p>Room 118 B Electricity Planning in Eastern Ontario</p>	
12:40 PM – 1:45 PM	<p>Lunch in Room 118 CDE with Special Presentation by Invest Ottawa <i>Pick up your food in the Exhibit Hall!</i></p>				
1:45 PM – 2:45 PM	<p>Room 106 H The Power of a Regional Voice: Positioning Your Community as a "Hub City" and Productive Partnerships – ensuring community and economic development strategies align</p>	<p>Room 118 A Enbridge Sustain: Towards a Lower-Carbon Future</p>	<p>Room 106 FG Breaking Down Housing development & Site Servicing Barriers: Rural and Infill Solutions and how to Leverage Municipal Service Corporations</p>	<p>Room 118 B Workforce Development - Programs and Services Supporting Business Growth and Attraction</p>	
2:45 PM – 3:15 PM	<p>Refreshment Break in Exhibit Hall, Ballroom 106 Sponsored by Municipal World</p>				
3:15 PM – 4:15 PM			<p>Room 106 FG Bridging Industry and Education: Unveiling Kawartha Lakes' Innovative Workforce Solutions</p>	<p>Room 118 B City of Kawartha Lakes Short Term Rentals License Program</p>	
5:30 PM – 10:00 PM	<p>Room 118 CDE Banquet & Entertainment featuring Sussex! Sponsored by Cambium <i>*Cocktail from 5:30-6:30 Dinner to begin at 6:30 Band to go on at 7:30</i></p>				

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Shari Gottschalk, Economic Development Officer
Meeting Date: November 5, 2024
Subject: Annual Business Count Report

Purpose:

The purpose of this report is to provide Council a copy of the completed Peterborough and the Kawarthas Annual Business Count Survey report and address questions as to the report's findings and analysis.

Recommendation:

That Council receive this Report for information.

Background:

Peterborough & the Kawarthas Economic Development (PKED) completed their annual voluntary business count survey across Peterborough County and City. The report was presented virtually to Township staff members and the presentation video taped for broader consumption. Laura Thompson of PKED, presented the completed report and analysis, which was video taped and available for viewing at [2024 Business Count Survey Report presentation](#).

The business count report provides valuable insight into:

- the region's business communities by sector (Peterborough County and City)
- vacant properties and spaces for new and existing businesses to locate, supporting the region's main streets, business corridors and storefronts
- improved regional workforce data
- job growth, workforce development, business opportunities and community development initiatives.

Financial Impact:

None.

In consultation with:

- Bob Angione, CAO & Clerk

Attachments:

- 2024 Business Count Survey Report (PDF)

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "Shari Gottschalk". The signature is written in a cursive style with a large initial "S".

Shari Gottschalk
Economic Development Officer
Township of Havelock-Belmont-Methuen



2024 Business Count Survey

Presentation by Laura Thompson
September 18th 2024

Agenda

- 1. Business Count Survey Overview**
- 2. Results of 2024 Business Count Survey**
- 3. Individual Township/Municipality Results**
- 4. Year-to-Year Comparisons**
- 5. Assistance Overview**
- 6. Agricultural Business Count Survey**
- 7. Q&A**

What is the Business Count Survey

- Brief and voluntary survey
- Runs from May – September
- Contact businesses over the phone, through email, and in-person
- Businesses could also complete the survey online



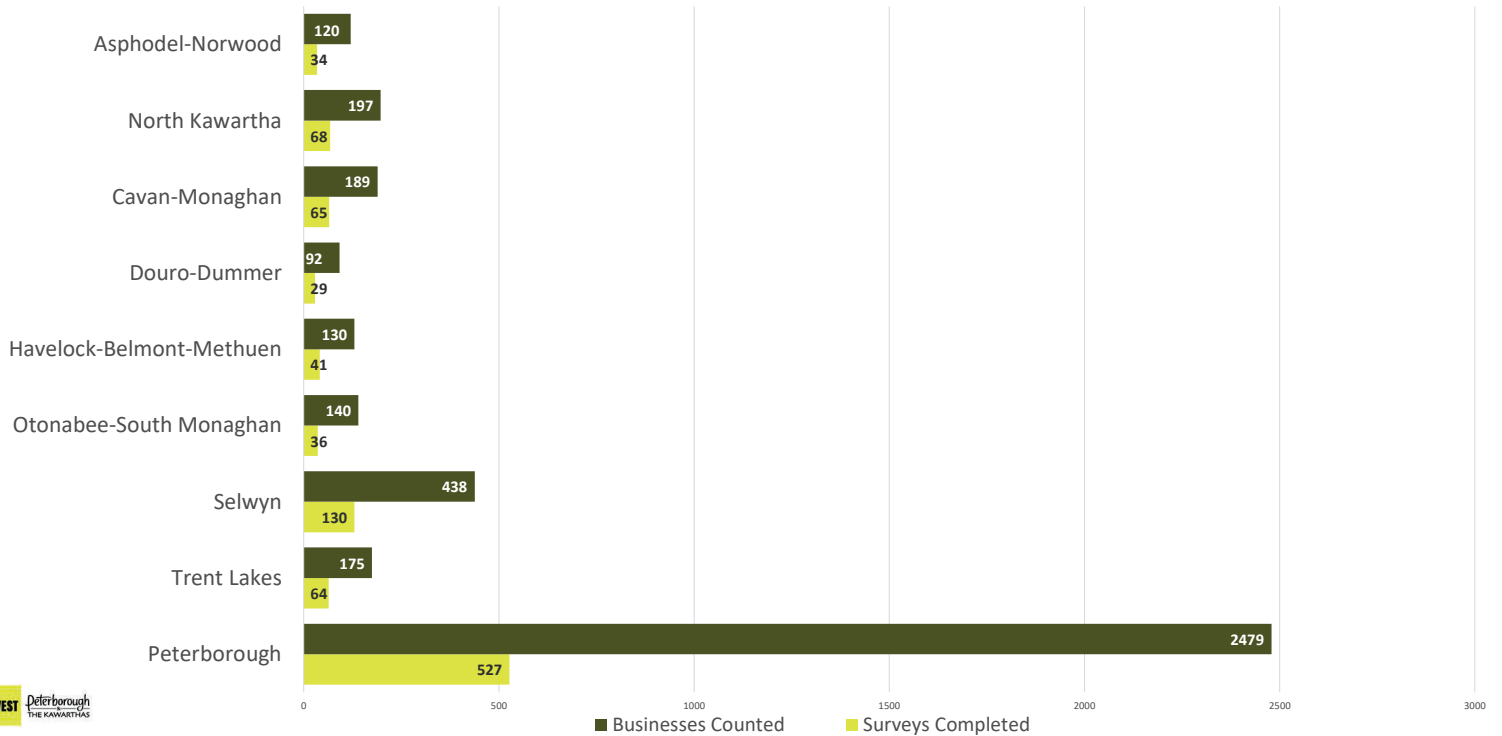
Survey Questions

- Address/Contact information
- Year business established
- Legal Status/Ownership
- Number/type of employees (full/part-time)
- If planning on hiring in the next 12 months
- Skill shortages
- If planning on expanding
- If employees work onsite/live in Peterborough County
- Challenges/opportunities for the business

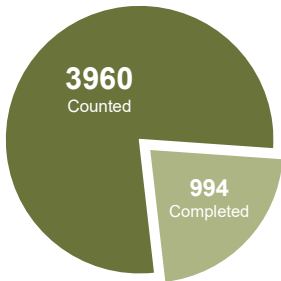
2024 Business Count Survey Results

2024 Business Count Survey Results

Identified 3,960 businesses and completed 994 surveys

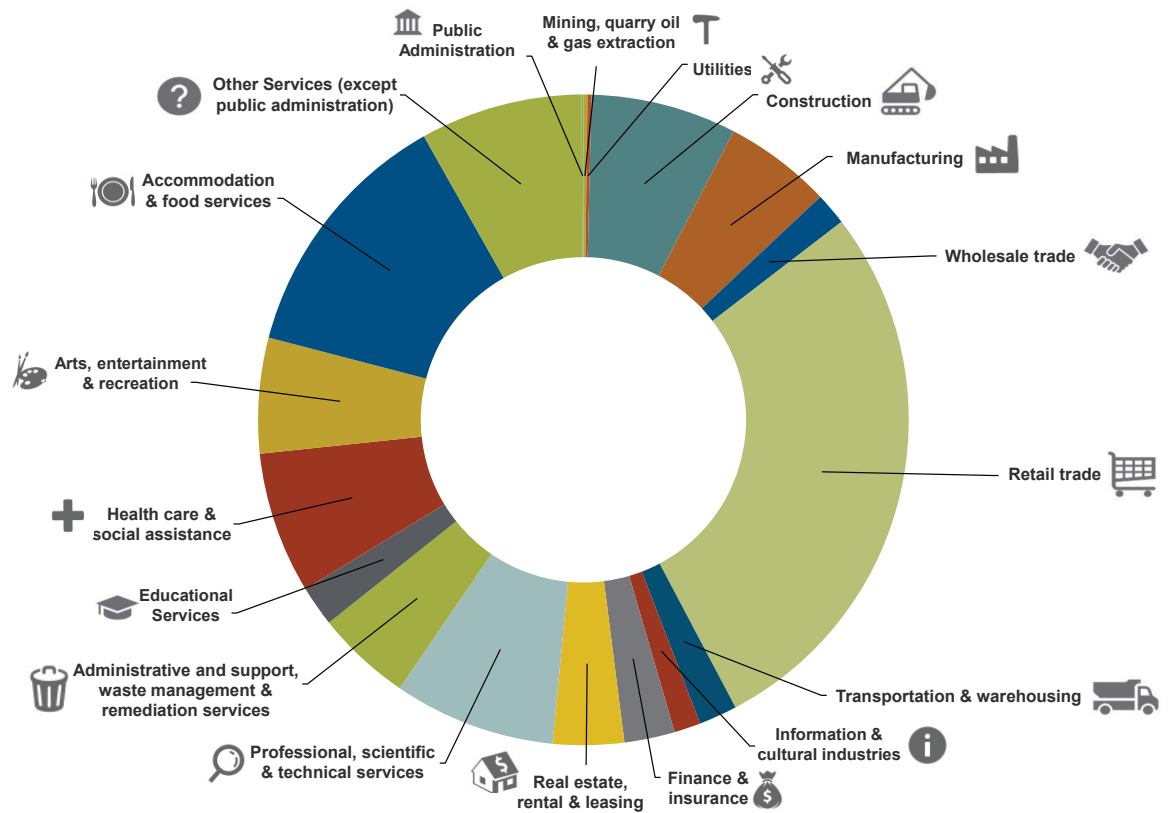


TOTALS



For businesses identified within the City and County of Peterborough, a total of **3960 businesses were counted**. Of the total businesses counted, **994 businesses were successfully surveyed**.

The top three sectors were: Retail, Accommodation & food services, and Other services (not including public administration).



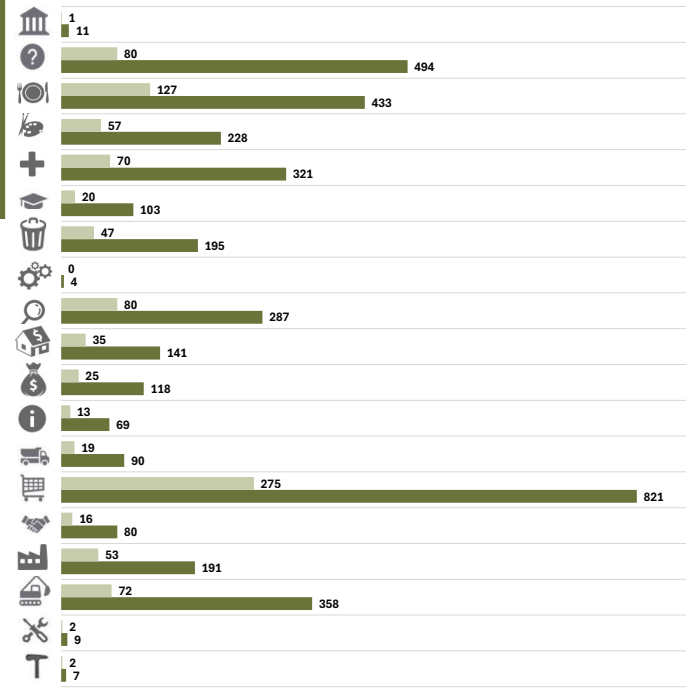
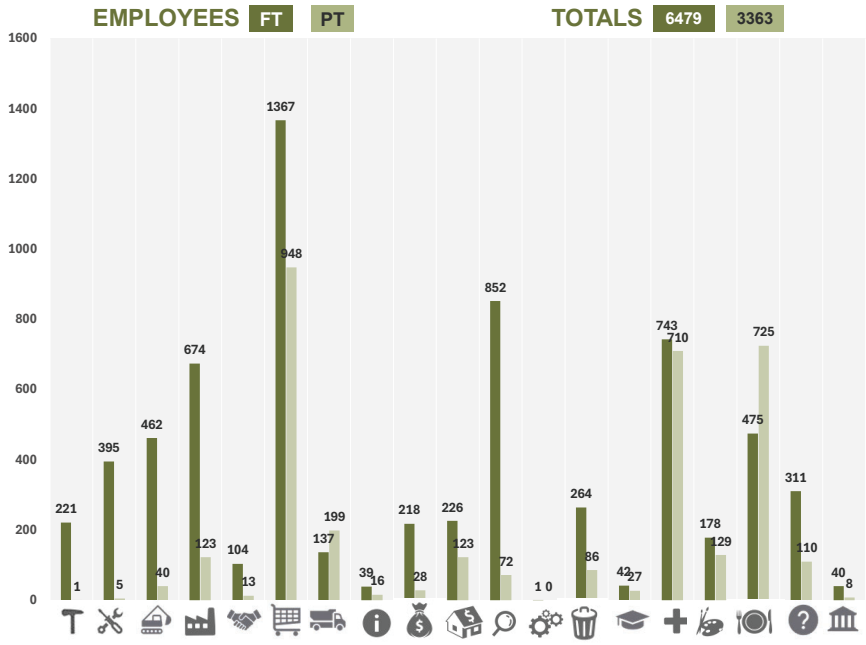
57 Businesses looking to expand:

- Retail Trade (10)
- Accommodation & food service (8)
- Manufacturing (7)
- Health care & social assistance (6)

353 Skills shortages noted

Most common include:

- Trades, transport and equipment operators, general labourer: **113**
- Sales and service: **103**
- Business, finance & administration: **34**



Businesses Counted **Completed Surveys**

Note: This data does not include seasonal employees or volunteers.
 * Refer to the NAICS code legend on page 6 for descriptions of industry icons.



Skills Shortages

Of the 994 surveys completed, 327 businesses noted they were facing workforce shortages. The leading skills shortage (113 in total) was in trades, transport and equipment operators, and general labourers, followed by a shortage in customer service and sales (103 in total) and business, finance, and administration (34 in total).

Top 5 Industries Facing Skills Shortages



Retail Trade



Construction



Accommodation
& Food Service



Manufacturing



Health Care &
Social Assistance

Top In-Demand Skills (Skills Shortages) by Sector

Industry	Top Skills Shortages Reported
Retail	Sales and service, trades, transport and equipment operators, and general labourer
Construction	Trades, transport and equipment operators, and general labourer, business, finance and administration
Accommodation & Food Service	Sales, service, hospitality and tourism staff (e.g. cooks, waitstaff, cashiers, customer service, cleaner) art, culture, recreation and sport
Manufacturing	Trades, transport and equipment operators, general labourer, manufacturing and utilities staff
Health Care & Social Assistance	Health care (e.g. Nurses, PSWs, clerical) business, finance and administration

2024 Business Count Survey Results

Of the 994 surveys completed we found

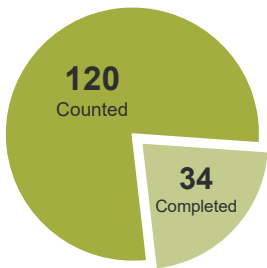
- The number of businesses in each industry (821 retail businesses, 433 accommodation & food businesses for the City of Peterborough and County of Peterborough)
- There were over 6,749 full-time jobs and over 3,363 part-time jobs counted
- 326 business owners requested an email with information about business resources/support
- 57 businesses indicated they planned on expanding their floorspace in the next 12 months
- 90% of businesses stated that the majority of their employees lived in the City/County of Peterborough

Individual Township/ Municipality Results



Asphodel-Norwood

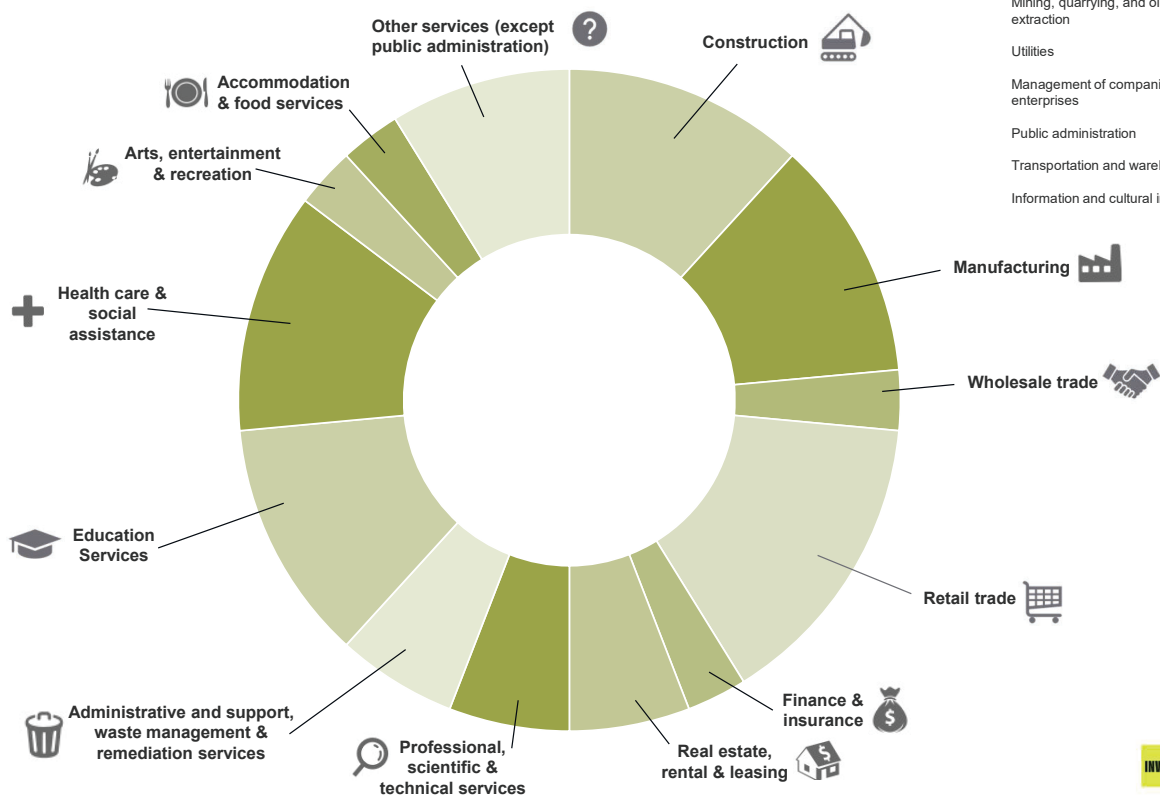
TOTALS



There were **121 businesses** counted in Asphodel-Norwood, **34 completed the survey.**

Of the 34 businesses that completed the survey, **146 full-time** and **89 part-time** employees were accounted for.

In Asphodel-Norwood, **11 businesses** asked to receive a **follow-up email with business resources and support** from PKED.



No businesses were surveyed in:

- Mining, quarrying, and oil and gas extraction 
- Utilities 
- Management of companies and enterprises 
- Public administration 
- Transportation and warehousing 
- Information and cultural industries 





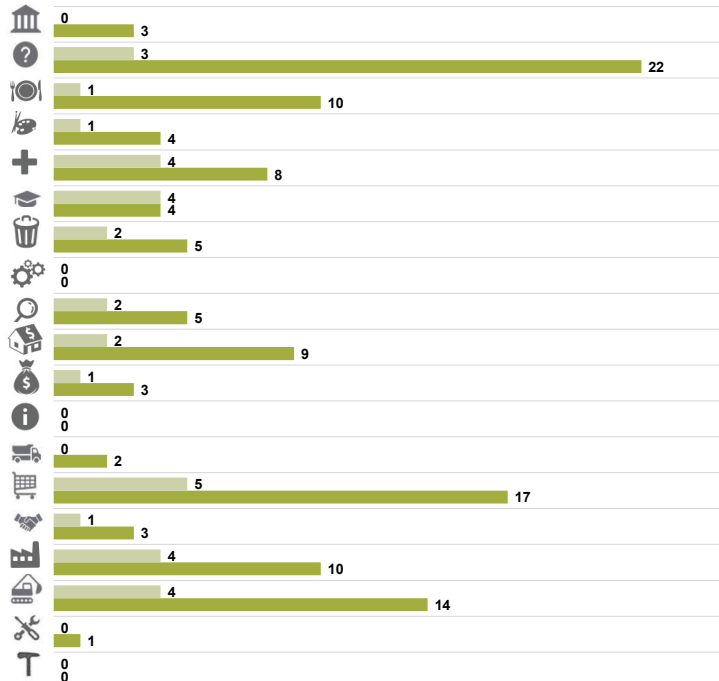
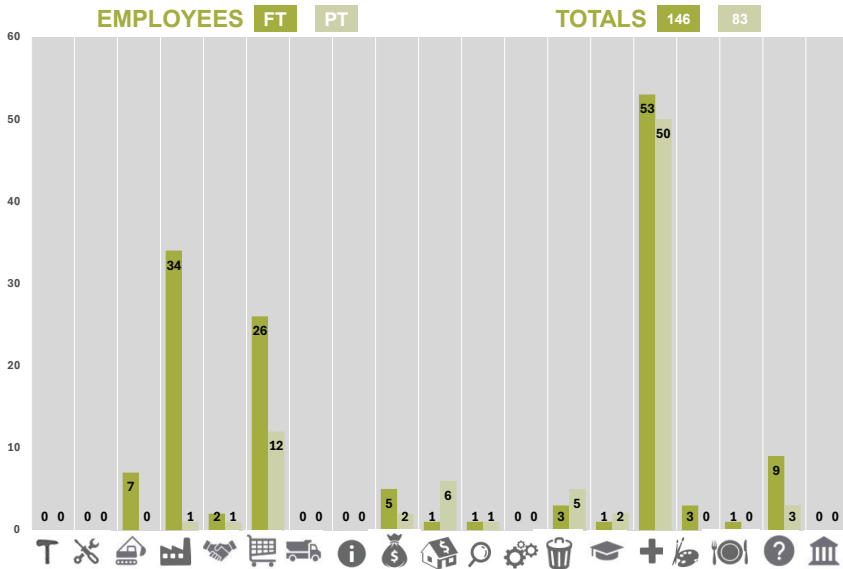
4 Businesses looking to expand:

- Wholesale trade (1)
- Retail trade (1)
- Health care and social assistance (1)
- Arts, entertainment and recreation (1)

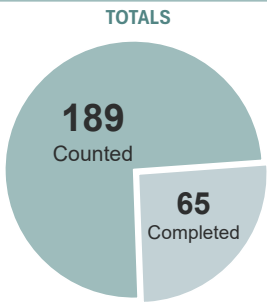


11 Skills shortages noted

Most Common Include:
 Trades, transport and equipment operators, general labourer: 4
 Health care, Business, finance and administration, Natural and applied sciences and Art, culture, recreation and sport: 1 each



Businesses Counted Completed Surveys

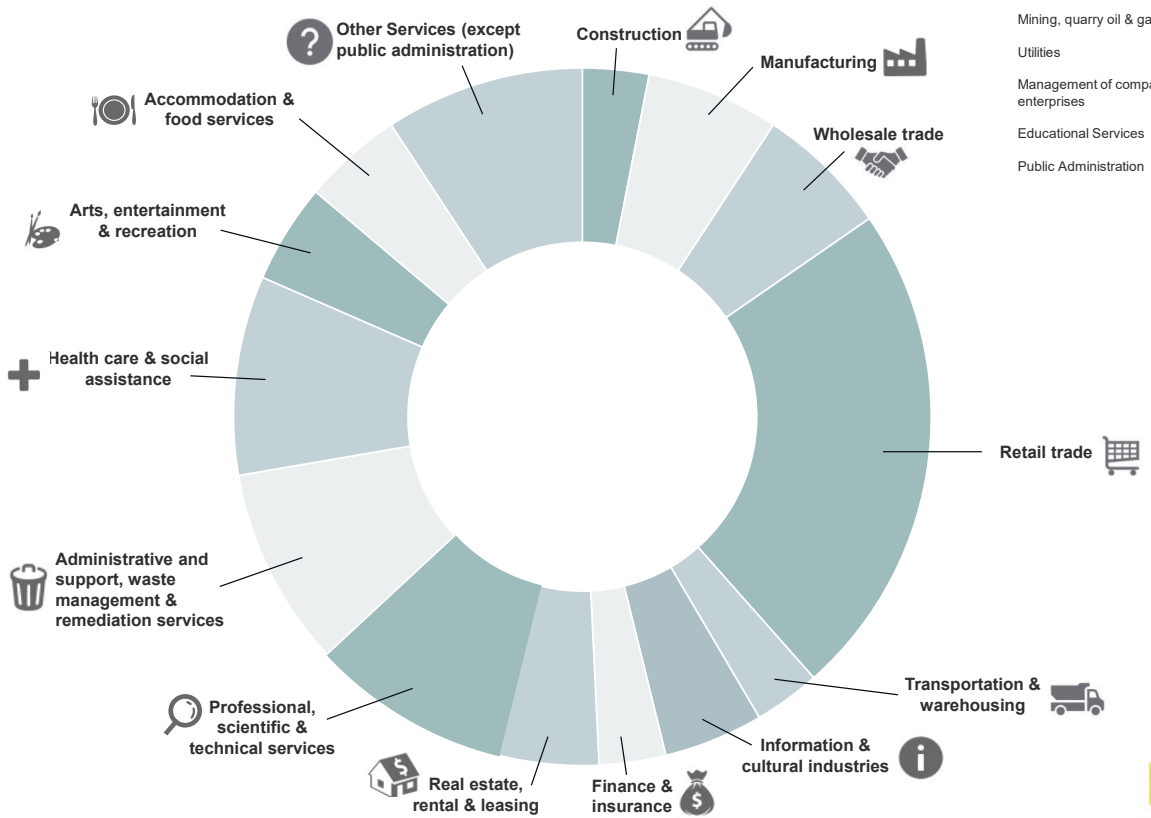


There were **189 businesses** counted in Cavan Monaghan, **65 completed the survey.**

Of the 65 businesses that completed the survey, **476 full-time** and **263 part-time** employees were accounted for.

In Cavan Monaghan, **11 businesses** asked to receive a **follow-up email with business resources and support from PKED.**

Cavan Monaghan



- No businesses were surveyed in:
- Mining, quarry oil & gas extraction
 - Utilities
 - Management of companies & enterprises
 - Educational Services
 - Public Administration





4 Businesses

looking to expand:

- Wholesale Trade (1)
- Finance and insurance (1)
- Administrative and support, waste management & remediation services (1)
- Accommodation and food services (1)



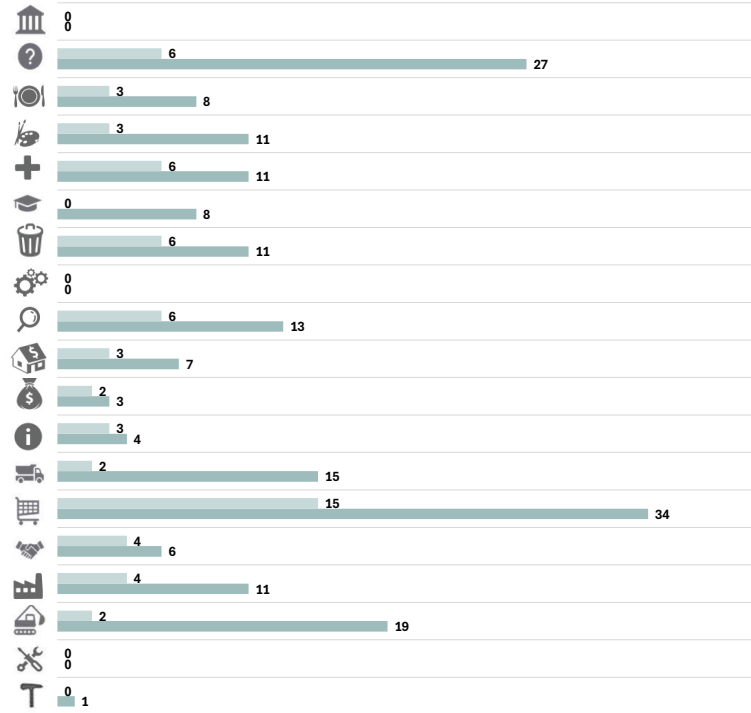
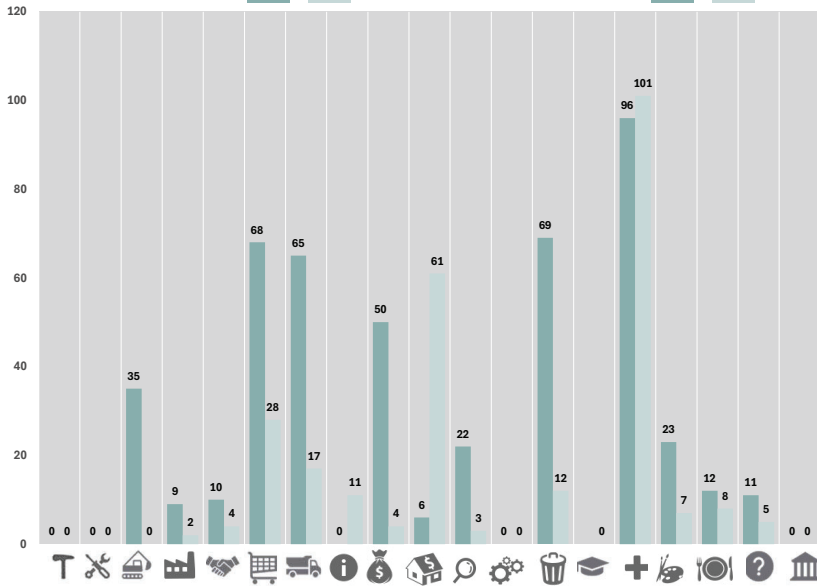
26 Skills shortages noted

Most Common Include:

- Trades, transport and equipment operators, general labourer: 12
- Sales and service: 7
- Business, finance and administration: 4

EMPLOYEES FT PT

TOTALS 476 263

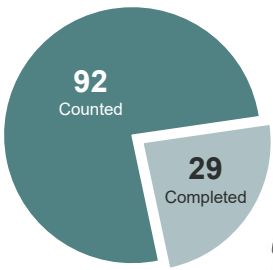


Businesses Counted

Completed Surveys



TOTALS

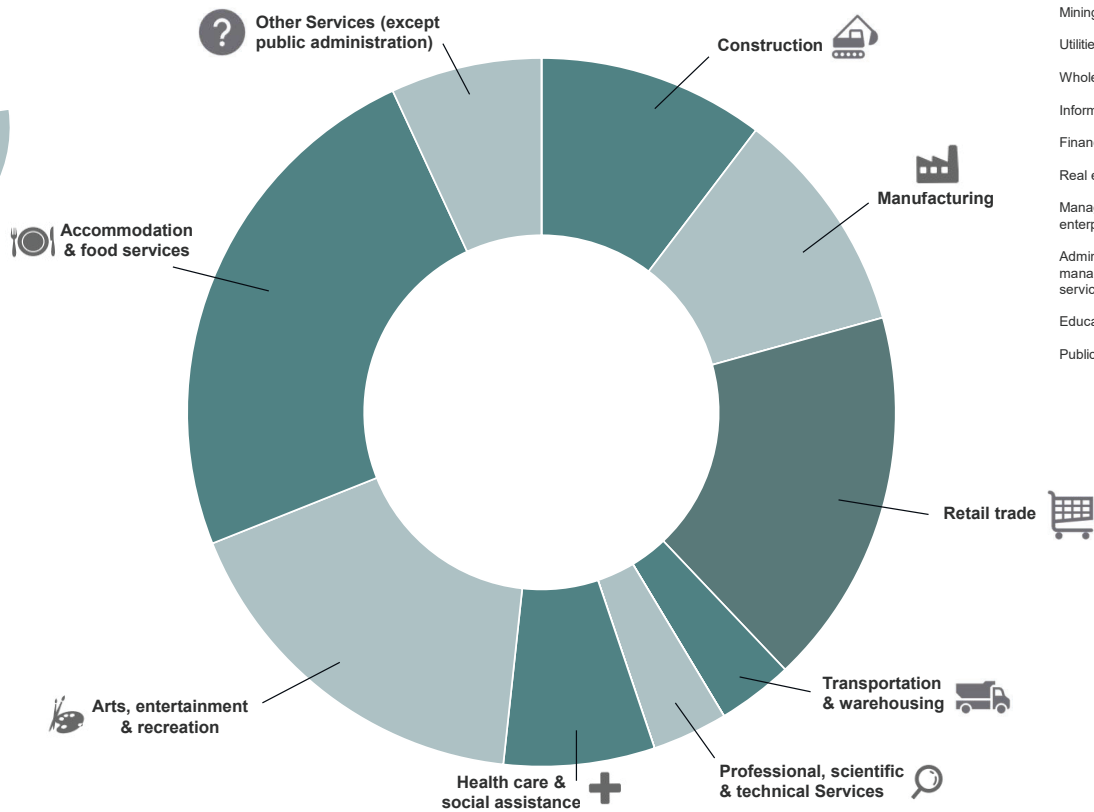


There were **92 businesses** counted in Douro-Dummer, **29 completed the survey.**

Of the 29 businesses that completed the survey, **89 full-time** and **154 part-time** employees were accounted for.

In Douro-Dummer, **18 businesses** asked to receive a **follow-up email with business resources and support** from PKED.

Douro-Dummer



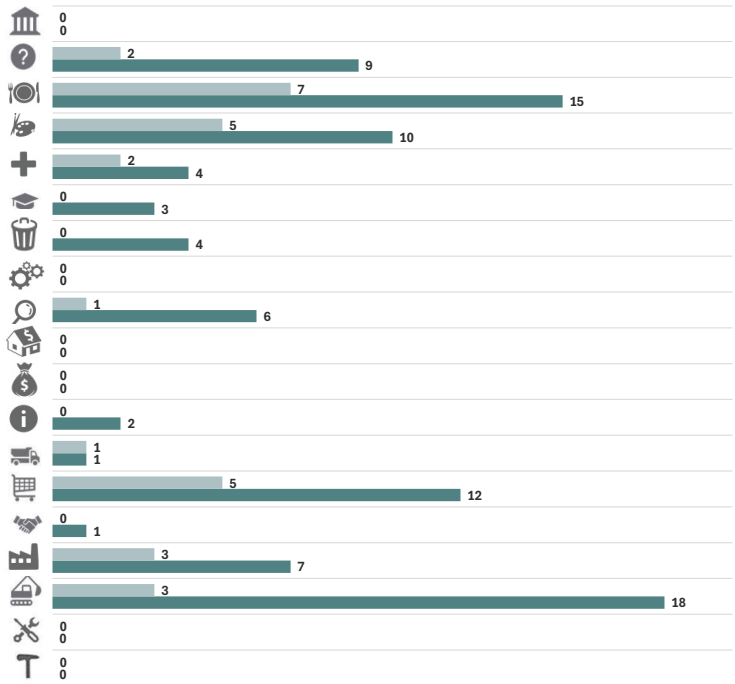
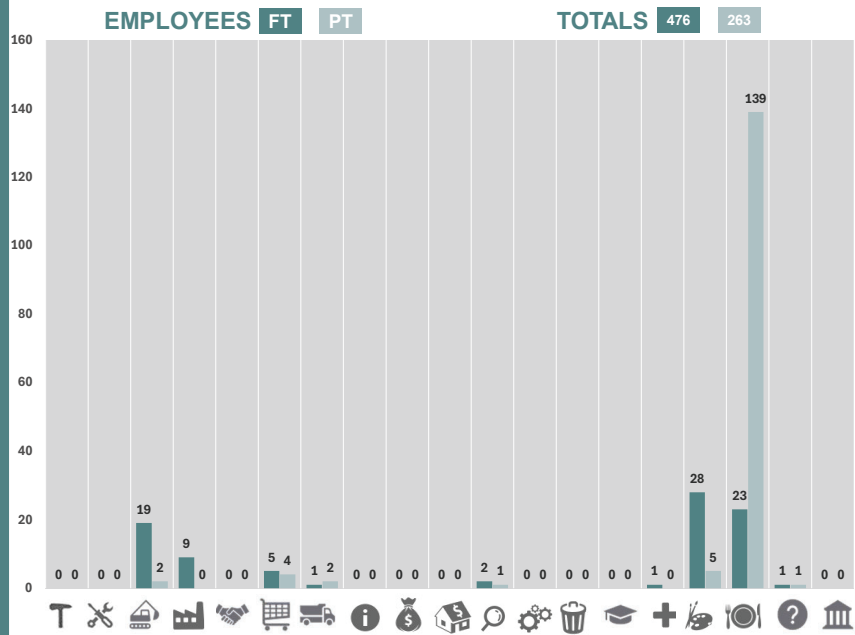
No businesses were surveyed in:

- Mining, quarry oil & gas extraction
- Utilities
- Wholesale Trade
- Information & cultural industries
- Finance & insurance
- Real estate, rental & leasing
- Management of companies & enterprises
- Administrative and support, waste management & remediation services
- Educational Services
- Public Administration



3 Businesses
looking to expand:
 - Retail Trade (1)
 - Transportation and warehousing (1)
 - Accommodation and food services (1)

13 Skills shortages noted
 Most Common Include:
 Trades, transport and equipment operators, general labourer: **6**
 Sales and service: **3**
 Art, culture, recreation and sport: **3**

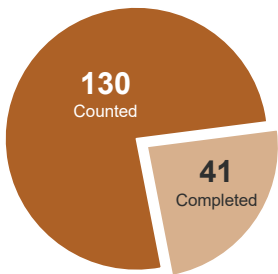


Businesses Counted **Completed Surveys**



Havelock-Belmont-Methuen

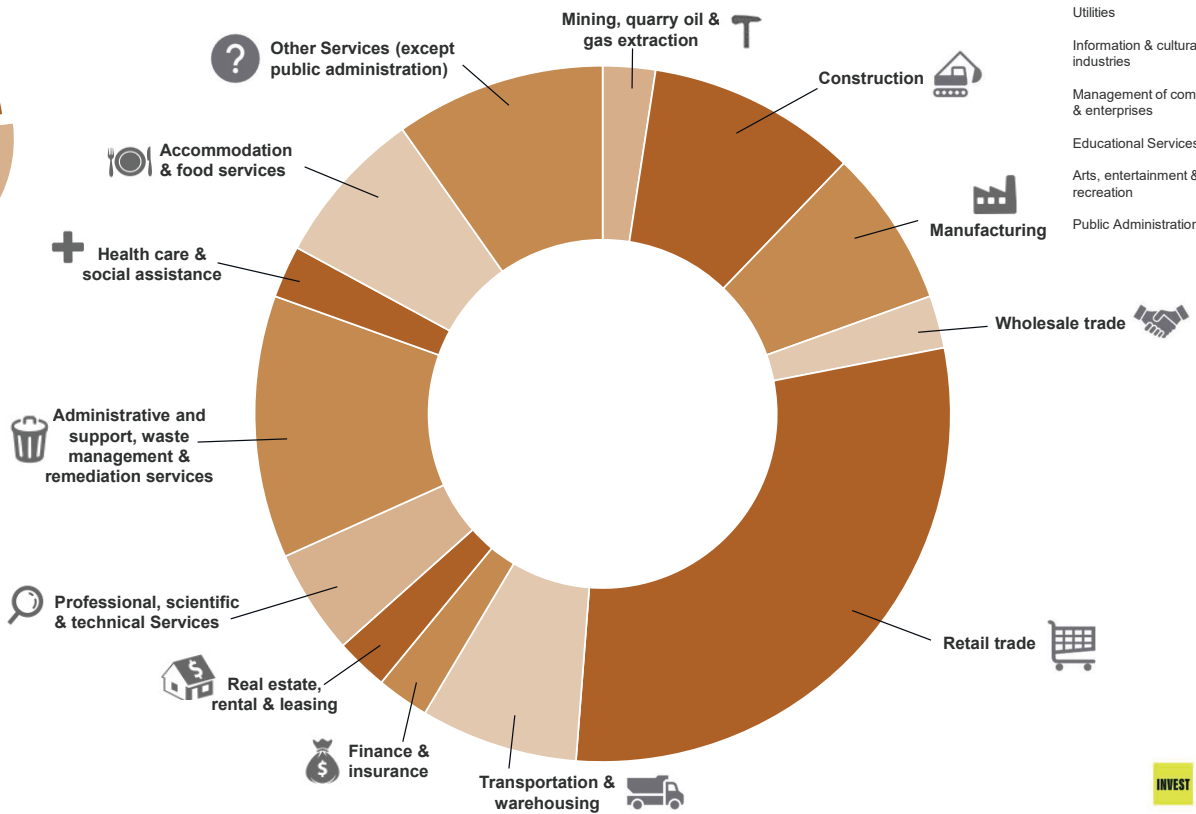
TOTALS



There were **130 businesses** counted in Havelock-Belmont-Methuen, **41 completed the survey.**

Of the 41 businesses that completed the survey, **337 full-time** and **102 part-time** employees were accounted for.

In Havelock-Belmont-Methuen, **21 businesses** asked to receive a **follow-up email with business resources and support from PKED.**



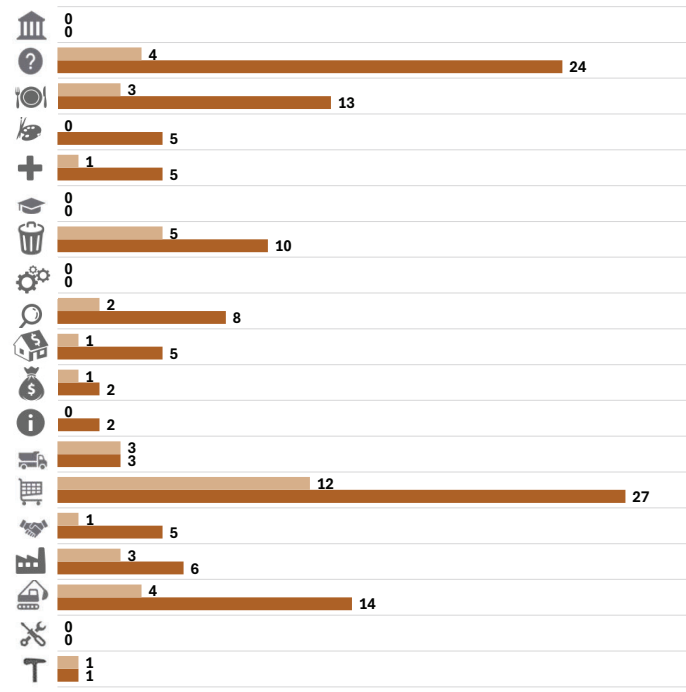
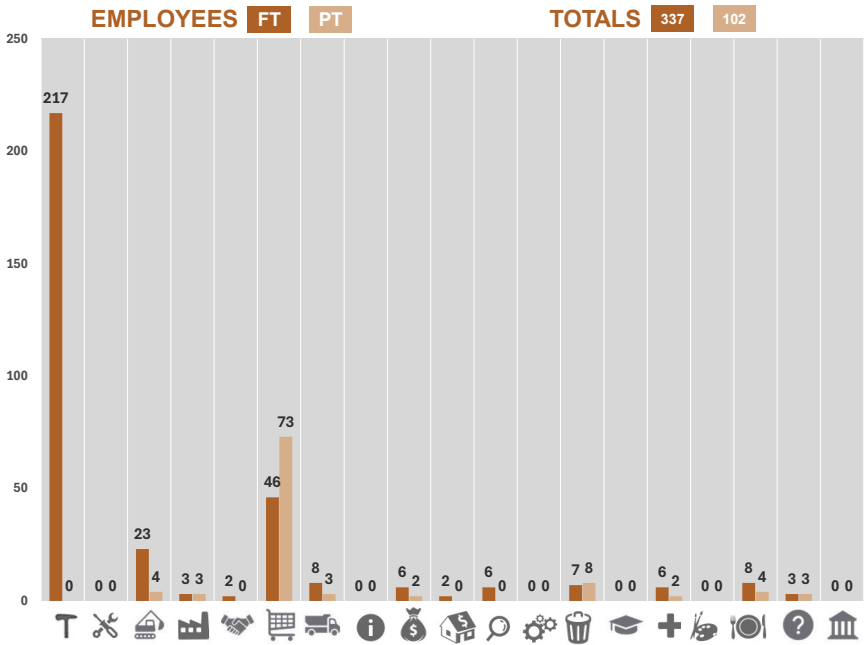
No businesses were surveyed in:

- Utilities
- Information & cultural industries
- Management of companies & enterprises
- Educational Services
- Arts, entertainment & recreation
- Public Administration



1 Business
 looking to expand:
 - Retail Trade (1)

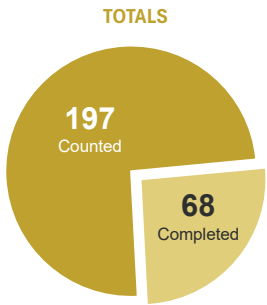
15 Skills shortages noted
 Most Common Include:
 - Sales and service: 7
 - Trades, transport and equipment operators, general labourer: 3
 - Health care: 1



Businesses Counted Completed Surveys



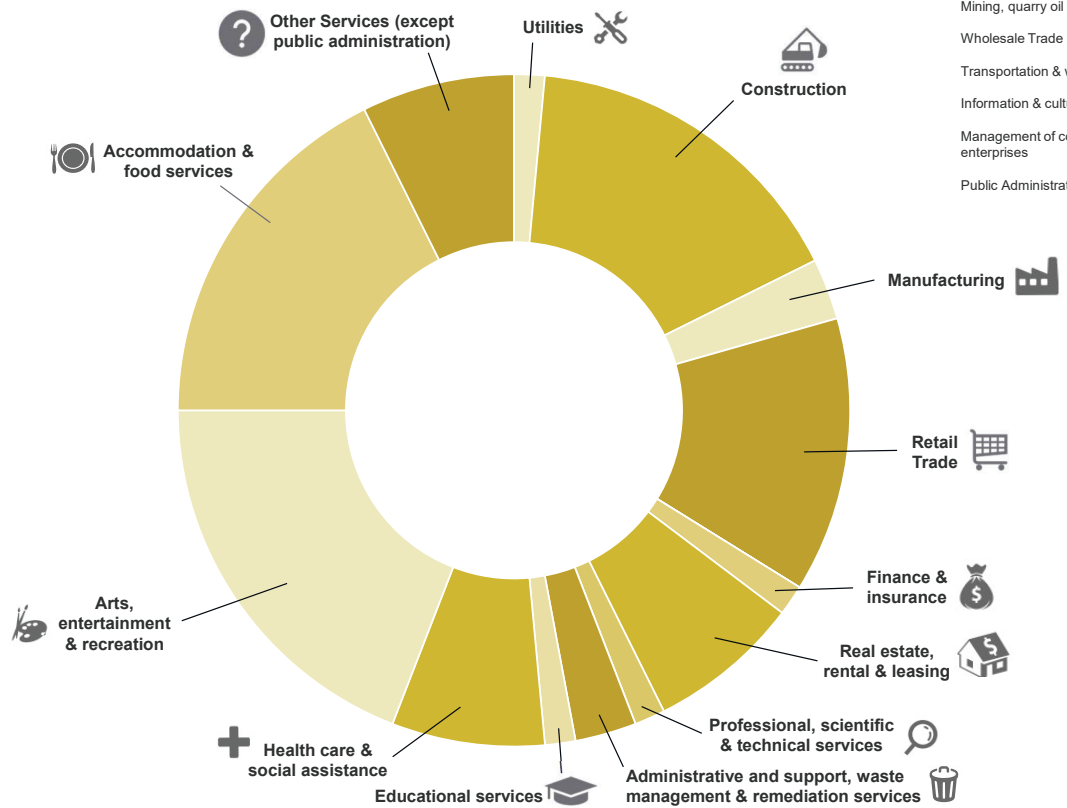
North Kawartha



There were **197 businesses** counted in North Kawartha, **68 completed the survey.**

Of the 68 businesses that completed the survey, **333 full-time** and **69 part-time** employees were accounted for.

In North Kawartha, **38 businesses** asked to receive a **follow-up email with business resources and support** from PKED.

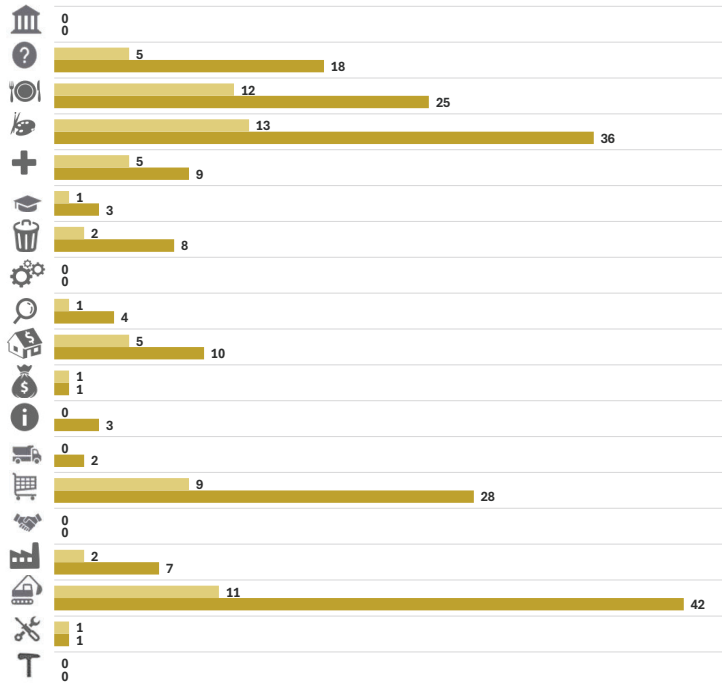
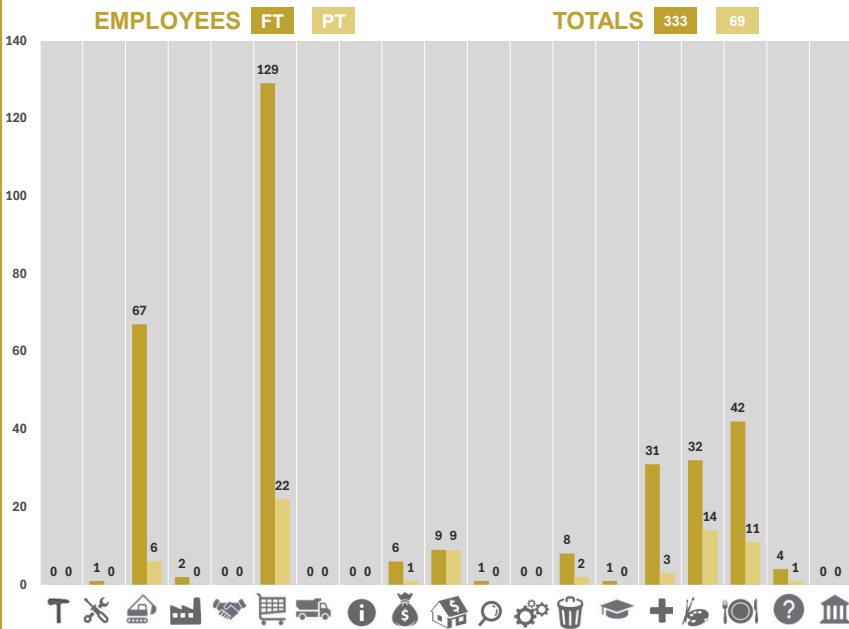


- No businesses were surveyed in:
- Mining, quarry oil & gas extraction
 - Wholesale Trade
 - Transportation & warehousing
 - Information & cultural industries
 - Management of companies & enterprises
 - Public Administration



5 Businesses looking to expand:
 - Construction (2)
 - Retail trade (1)
 - Accommodation and food services (2)

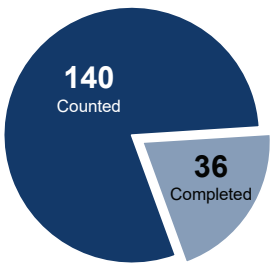
28 Skills shortages noted
 Most Common Include:
 - Trades, transport and equipment operators, general labourer: 13
 - Hospitality and tourism: 4
 - Health care: 2



Businesses Counted Completed Surveys



TOTALS

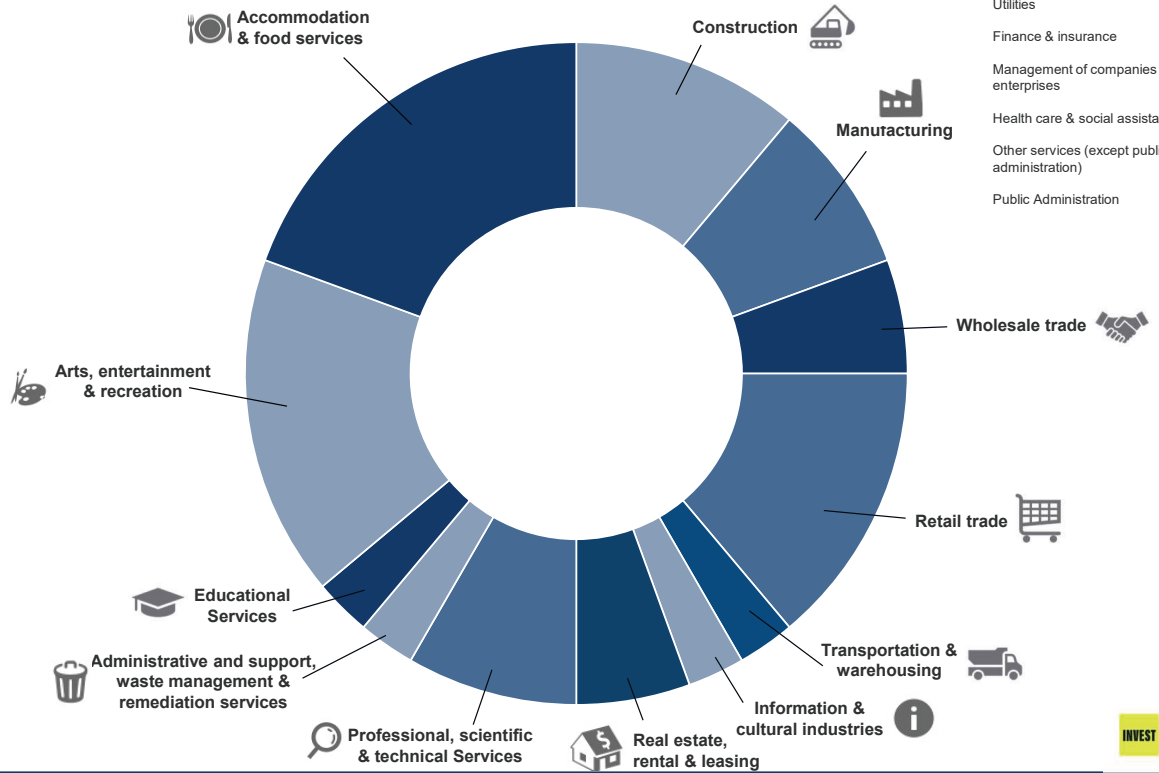


There were **140 businesses** counted in Otonabee-South Monaghan, **36 completed the survey.**

Of the 36 businesses that completed the survey, **228 full-time** and **116 part-time** employees were accounted for.

In Otonabee-South Monaghan, **11 businesses** asked to receive a **follow-up email with business resources and support from PKED.**

Otonabee-South Monaghan



- No businesses were surveyed in:
- Mining, quarry oil & gas extraction
 - Utilities
 - Finance & insurance
 - Management of companies & enterprises
 - Health care & social assistance
 - Other services (except public administration)
 - Public Administration





1 Business

is looking to expand:
- Real estate, rental & leasing industry (1)

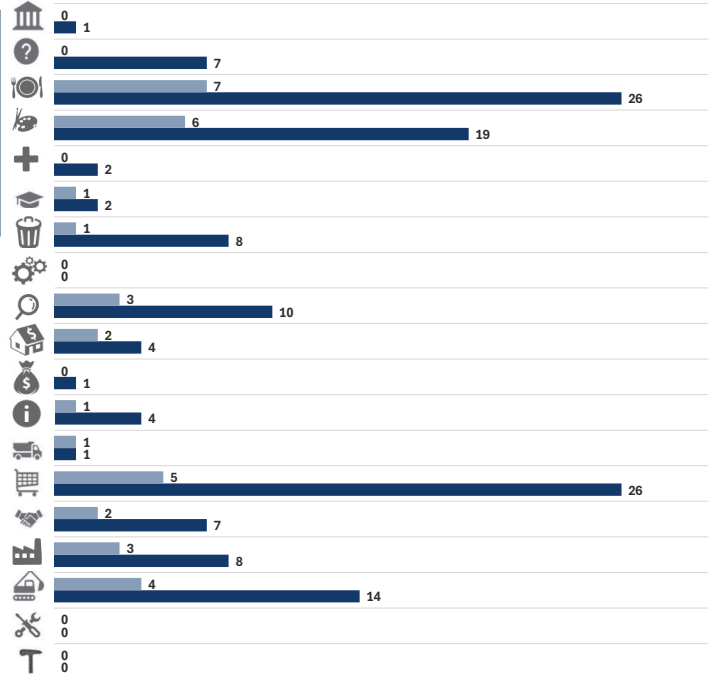
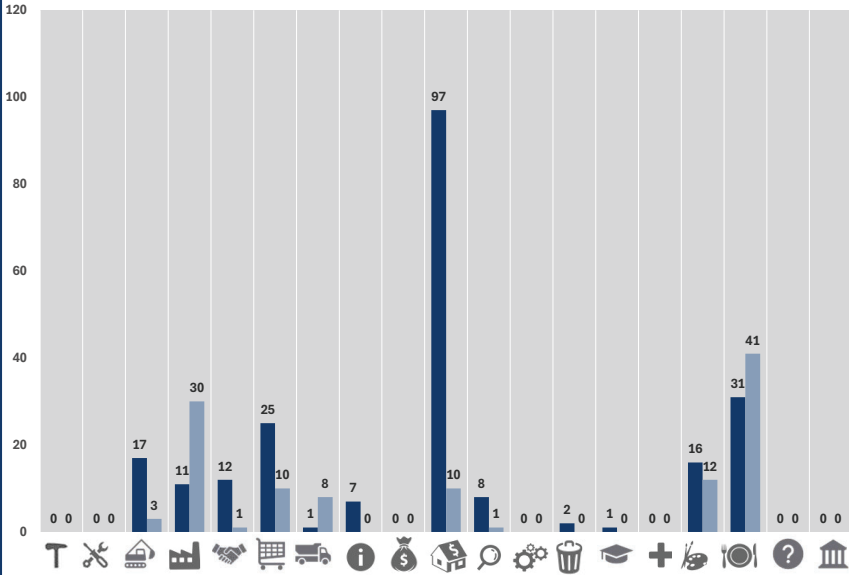


17 Skills shortages noted

Most common include:
- Trades, transport and equipment operators, general labourer: 7
- Sales and service: 4

EMPLOYEES FT PT

TOTALS 228 116

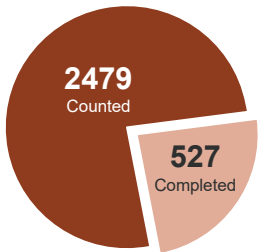


Businesses Counted

Completed Surveys



TOTALS

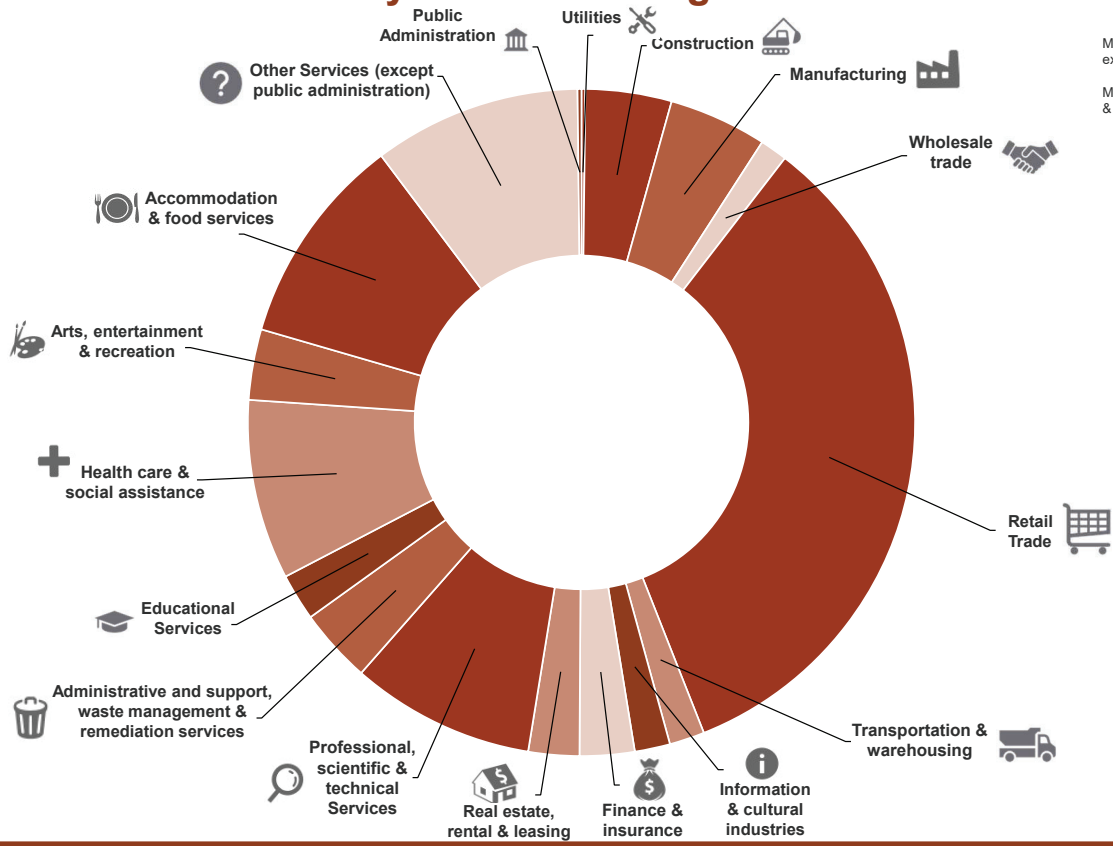


There were **2479 businesses** counted in the City of Peterborough, **527 completed the survey.**

Of the 527 businesses that completed the survey, **3860 full-time** and **2121 part-time** employees were accounted for.

In the City of Peterborough, **157 businesses** asked to receive a **follow-up email with business resources and support from PKED.**

City of Peterborough



No businesses were surveyed in:

- Mining, quarry oil & gas extraction
- Management of companies & Enterprises





25 Businesses

- Looking to expand:
- Manufacturing (5)
 - Health care and social assistance (5)
 - Retail trade (3)
 - Accommodation and food services (3)

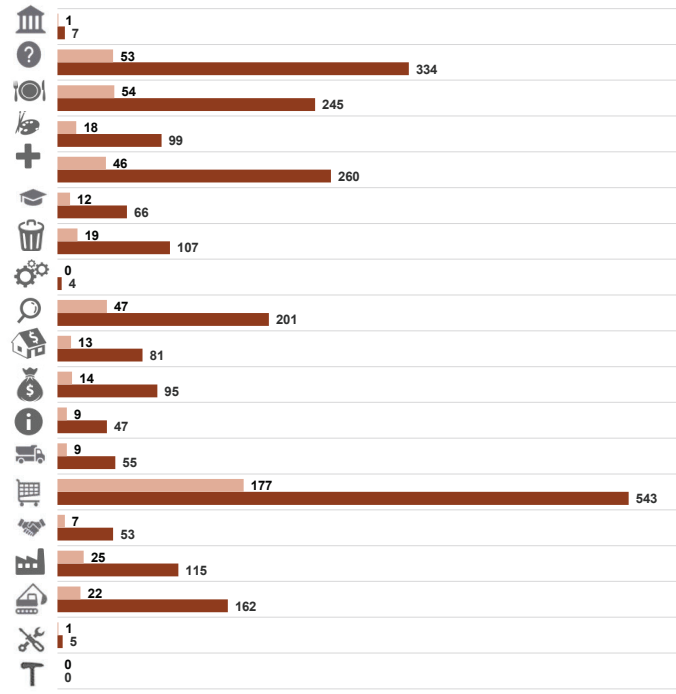
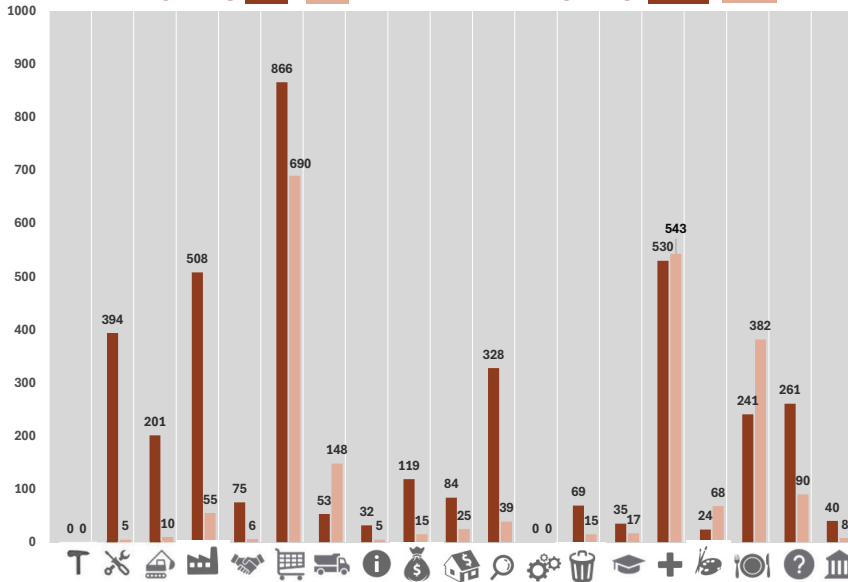


157 Skills shortages noted

- Most Common Include:
- Sales and service: **52**
 - Trades, transport and equipment operators, general labourer: **42**
 - Health care/Business, finance and administration: **19**

EMPLOYEES FT PT

TOTALS 3860 2121

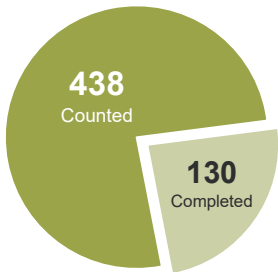


Businesses Counted

Completed Surveys



TOTALS

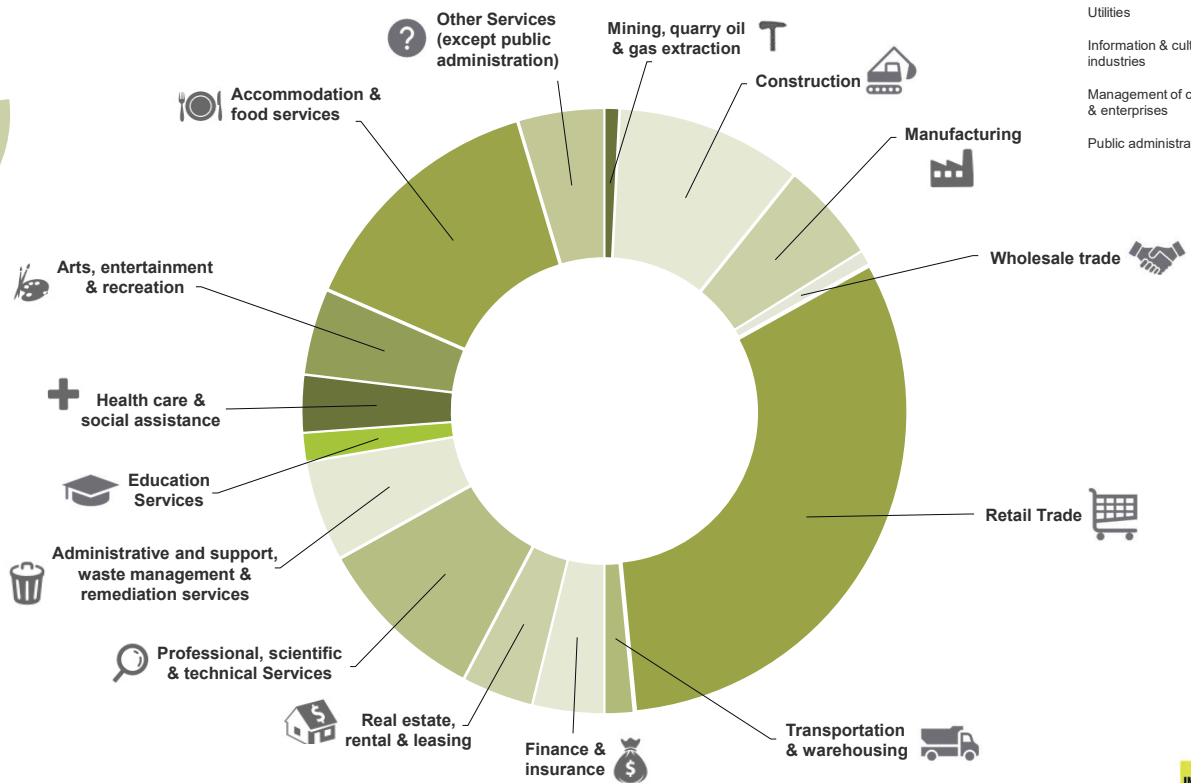


There were **438 businesses** counted in Selwyn, **130 of which completed our survey.**

Of the 130 businesses that completed our survey, **975 full-time** and **340 part-time** employees were accounted for.

In Selwyn, **22 businesses** asked to receive a **follow-up email with business resources and support from PKED.**

Selwyn



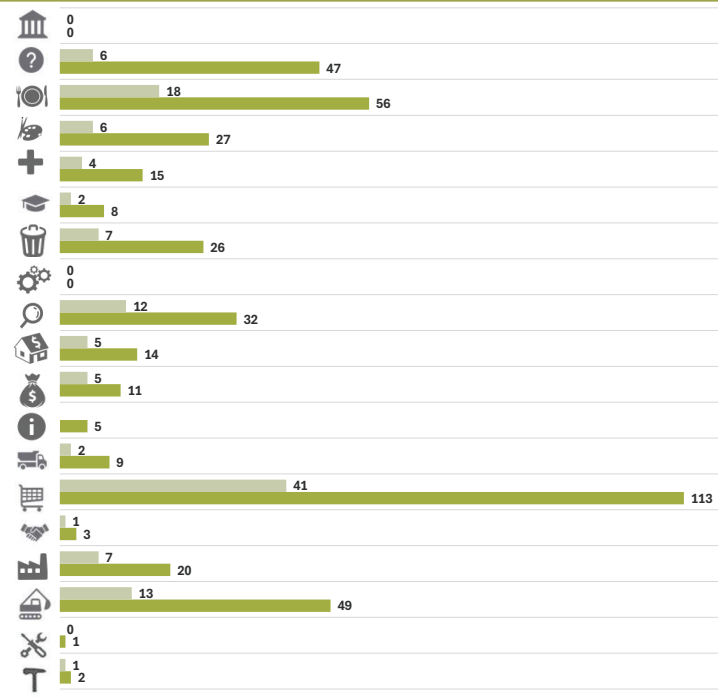
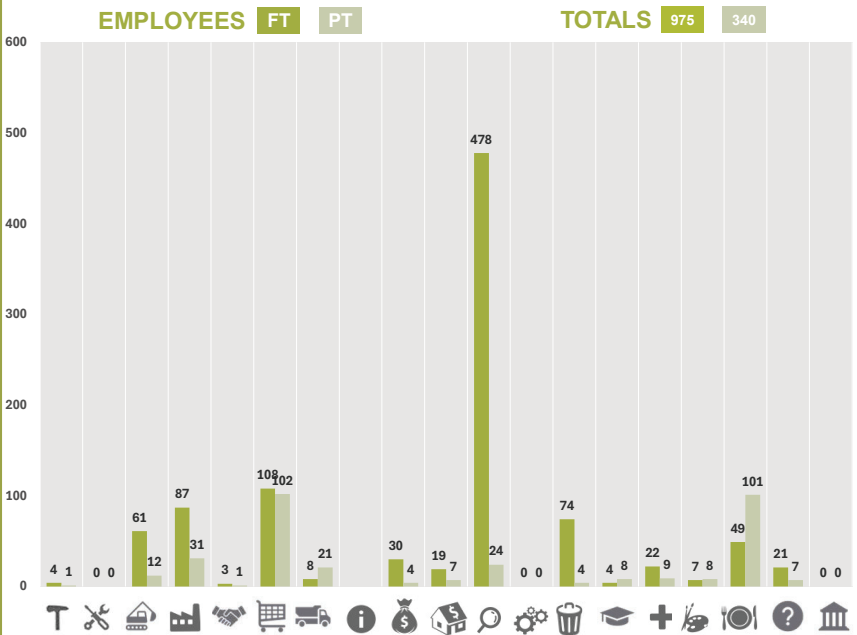
No businesses were surveyed in:

- Utilities 
- Information & cultural industries 
- Management of companies & enterprises 
- Public administration 



10 Businesses
 Looking to expand:
 - Retail Trade (3)
 - Professional, scientific, and technical services (2)
 - Construction, Manufacturing, Real estate and leasing, Accommodation & food services (1 each)

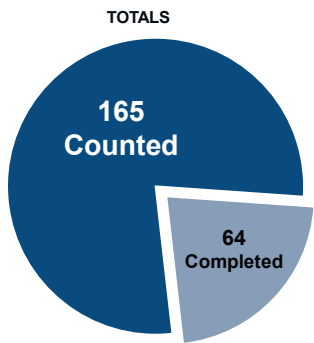
43 Skills shortages noted
 Most Common Include:
 Sales and service: 17
 Trades, transport and equipment operators, general labourer: 14
 Hospitality and tourism: 4



Businesses Counted **Completed Surveys**



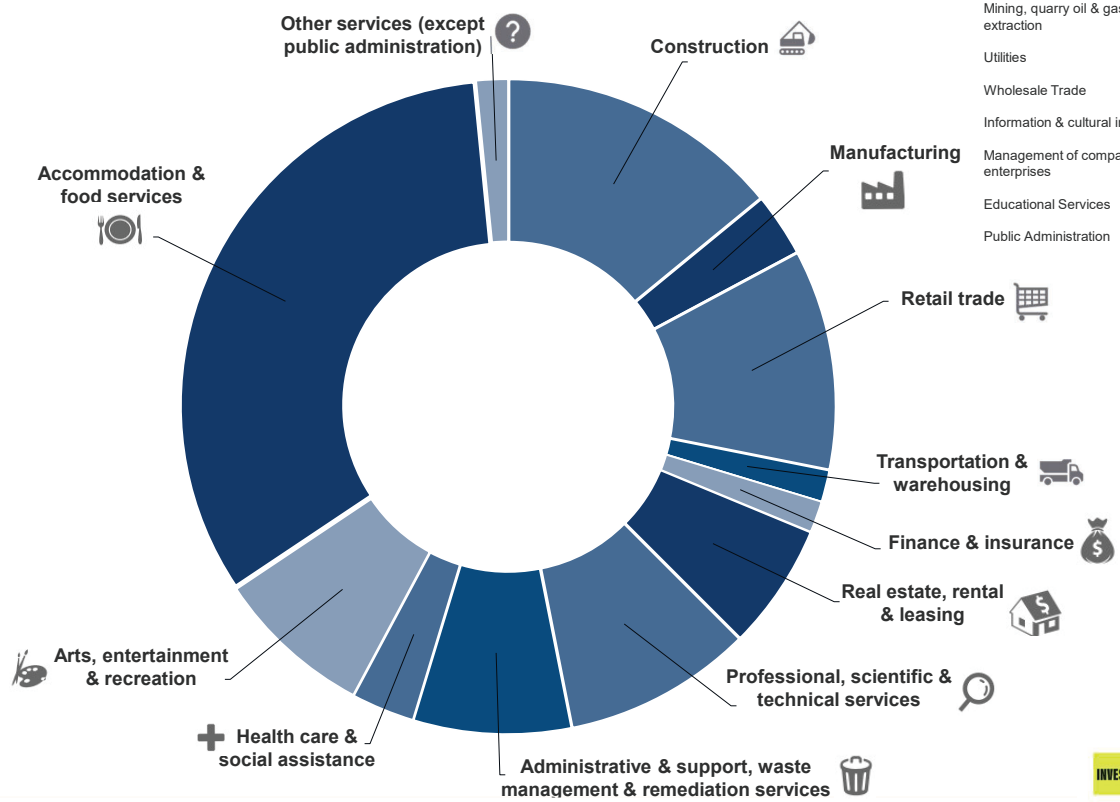
Trent Lakes



There were **165 businesses** counted in Trent Lakes, **64 of which completed our survey.**

Of the 64 businesses that completed our survey, **303 full-time** and **114 part-time** employees were accounted for.

In Trent Lakes, **11 businesses** asked to receive a **follow-up email with business resources and support** from PKED.





4 Businesses

Looking to expand:

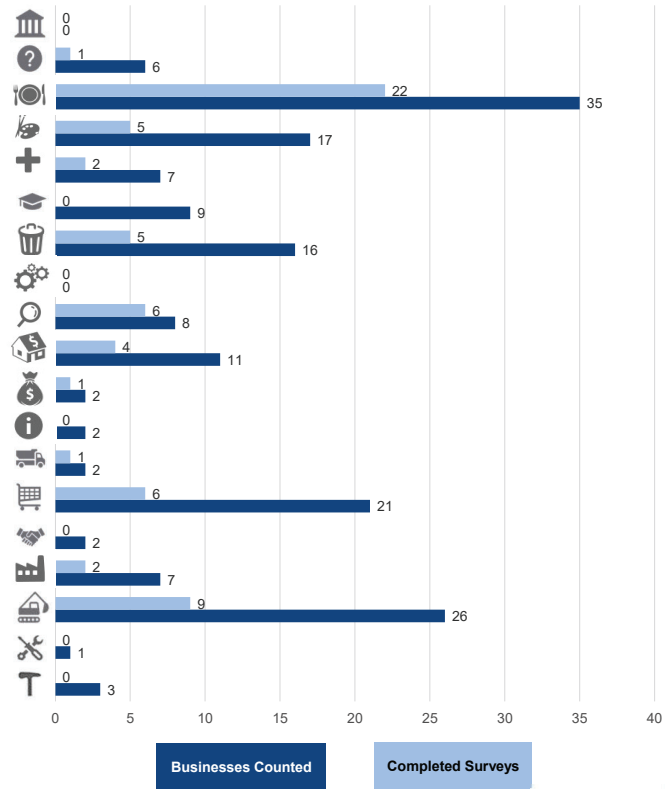
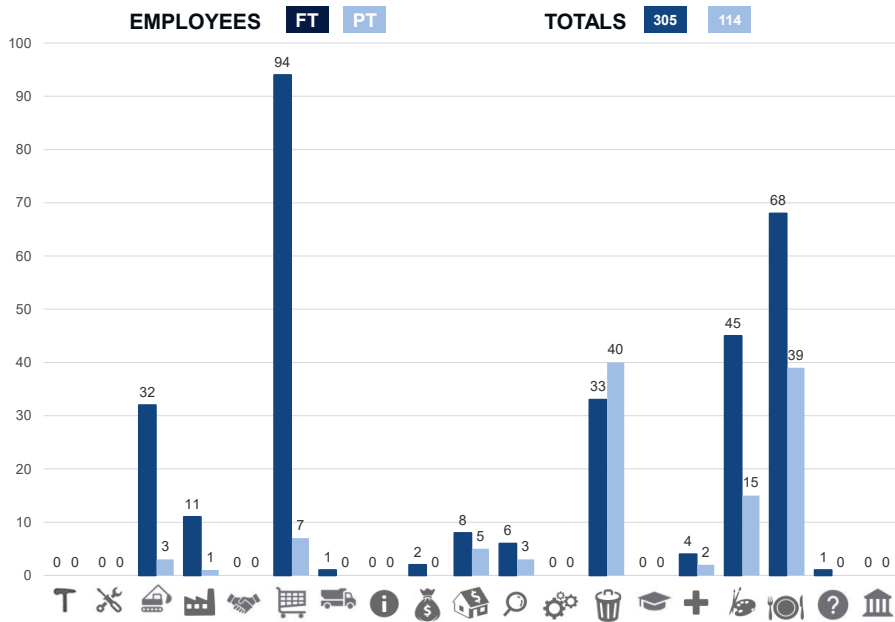
- Real estate, rental and leasing (1)
- Admin support, waste management, etc. (1)
- Manufacturing (1)
- Professional, Scientific & technical services (1)



18 Skills shortages noted

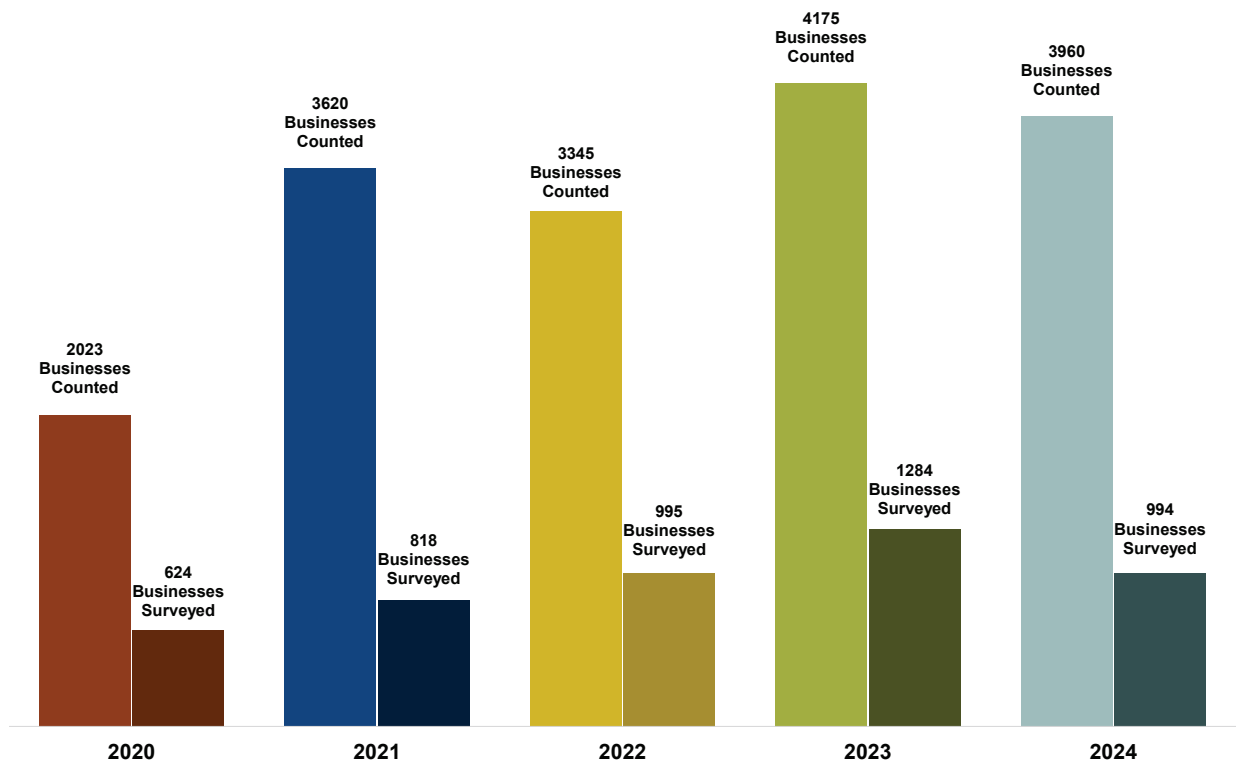
Most Common Include:

- Trades, transport and equipment operators, general labourer (10)
- Sales and Service (8)



Year-Over-Year Comparisons

Businesses Counted vs Surveyed



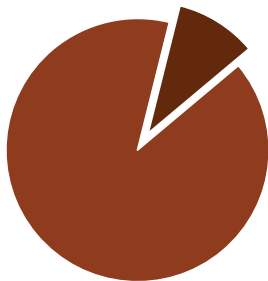
Expansions Reported

When the businesses surveyed were asked if they planned to expand their operations in the next 12 months, 57 businesses out of 994 indicated they were (5.7%)

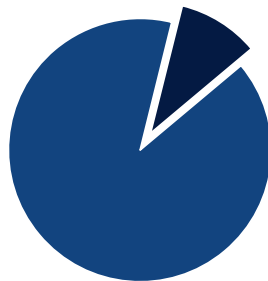


This percentage is an increase from last year, where 59 out of 1284 businesses surveyed indicated their intent to expand (4.6%)

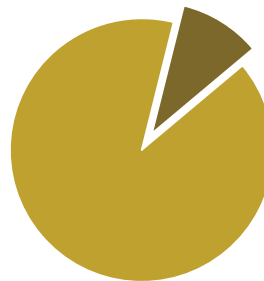
57 of 994
Businesses
2024



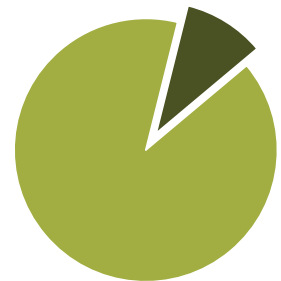
44 of 624
Businesses
2020



40 of 818
Businesses
2021



54 of 996
Businesses
2022



59 of 1284
Businesses
2023

Employment

90% of businesses surveyed stated that most of their employees live in the City and County of Peterborough

877*

Businesses stated the majority (>60%) of their employees live in the City or County of Peterborough

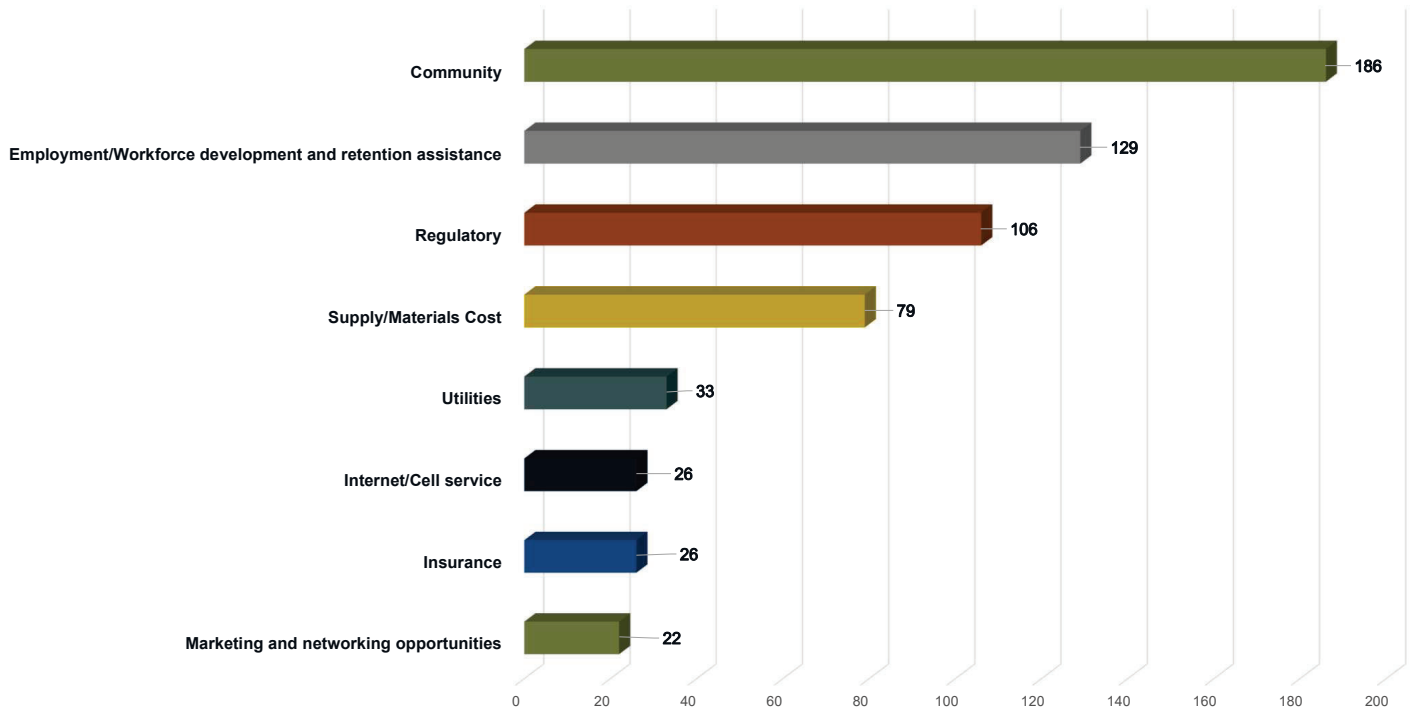
21

business owners did not answer/did not know how many of their employees lived in the City and County of Peterborough

*Out of 974 business owners who responded to this question

Assistance Overview

Common Challenges/Barriers Businesses Have



Top Challenges/Barriers

326 businesses requested to receive an email with business resources. The most common trends/comments from businesses were:

1. Labor/Hiring issues
 2. Issues with regulations (Red Tape)
 3. Rising input costs
 4. Slow foot traffic in downtown
- Peterborough



Response to Employment Challenges

In response to findings from the 2022-2023 Business Count Surveys, PKED developed the Build & Soar program in partnership with Peterborough Victoria Northumberland and Clarington Catholic District School Board, Kawartha Pine Ridge District School Board, Peterborough & the Kawarthas Home Builders Association, and the Workforce Development Board.

The program was designed to match students from the Construction or Aviation and Aerospace Specialist High Skills Major programs with local employers facing significant labour shortages.

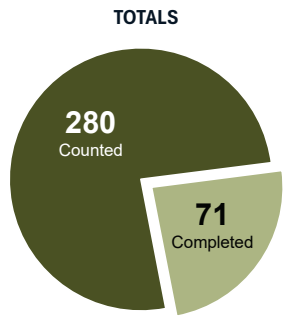
In total, 35 businesses were engaged in the program, and 42 students have joined.

Identified Themes

- Talent Gaps
- Local Workforce (Trades)
- Interest in Expansion but Lacking Space
- Cost of Doing Business



Agricultural Business Count Survey

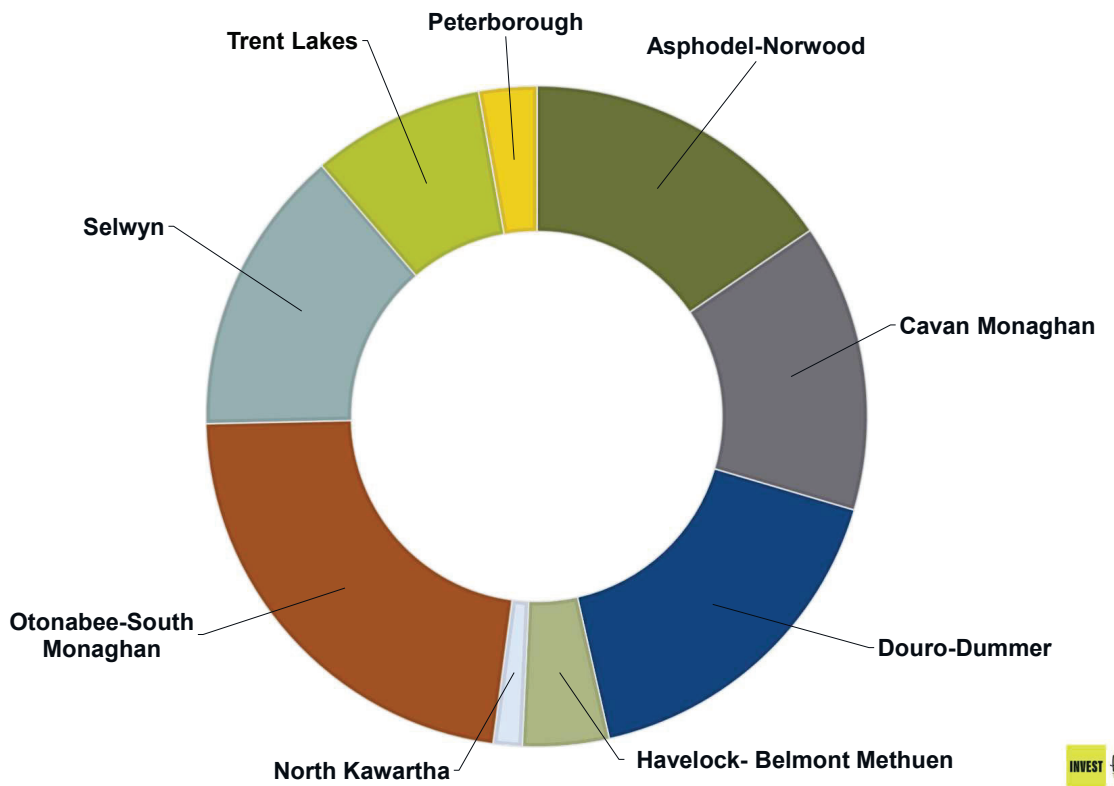


There were **280 Agricultural businesses** counted in Peterborough County, **71 completed the survey.**

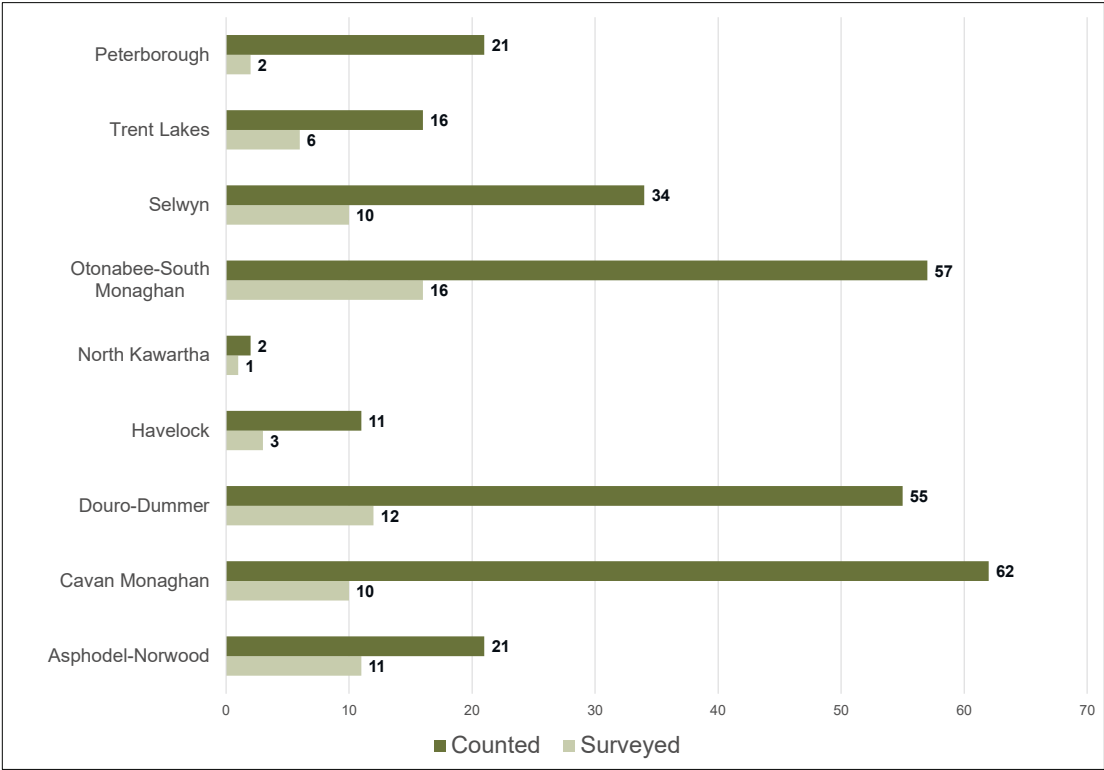
Of the 71 businesses that completed the survey, **82 full-time** and **82 part-time** employees were accounted for.

18 businesses asked to speak to our Rural Economic Development Officer for support or resources.

Agricultural Business Count Survey



Agricultural Business Count Survey



Agricultural Business Count Survey Results

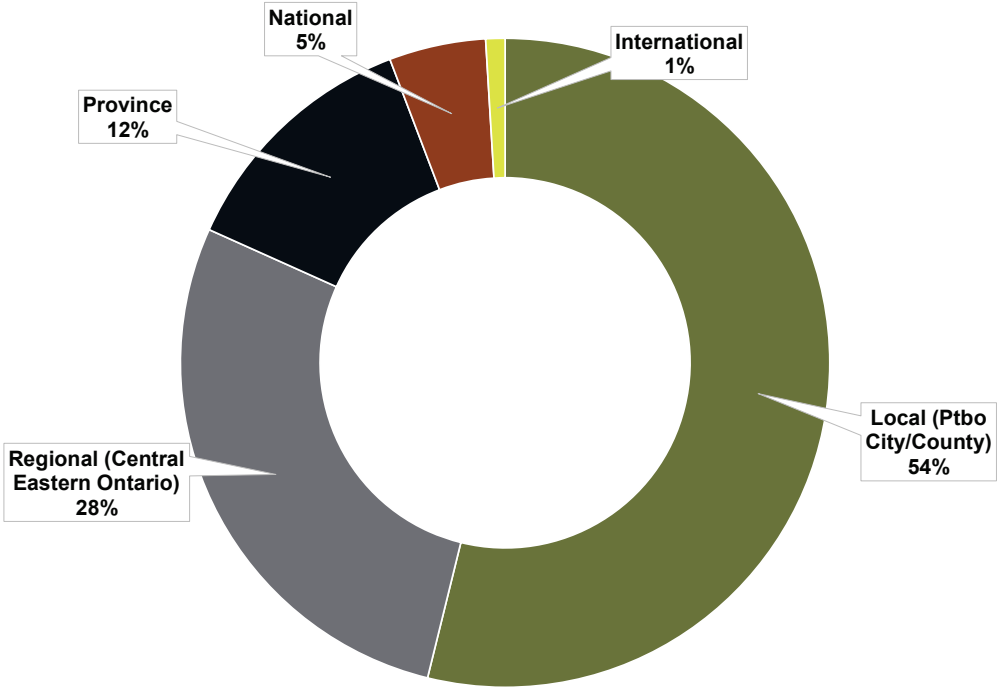
Of the 71 surveys completed we found:

- 32 farms just sell their products locally while 31 farms sell their products through a mix of local, regional, and national markets
- 61 farms have an average of 2 unpaid family members working on their farm
- Most common barriers to hiring staff: training and skills, reliability, and wage expectations
- Most common skills shortages: general labourer, farm manager/supervisor, animal husbandry, and equipment operator

52*
 Agricultural businesses sell their products directly to consumers

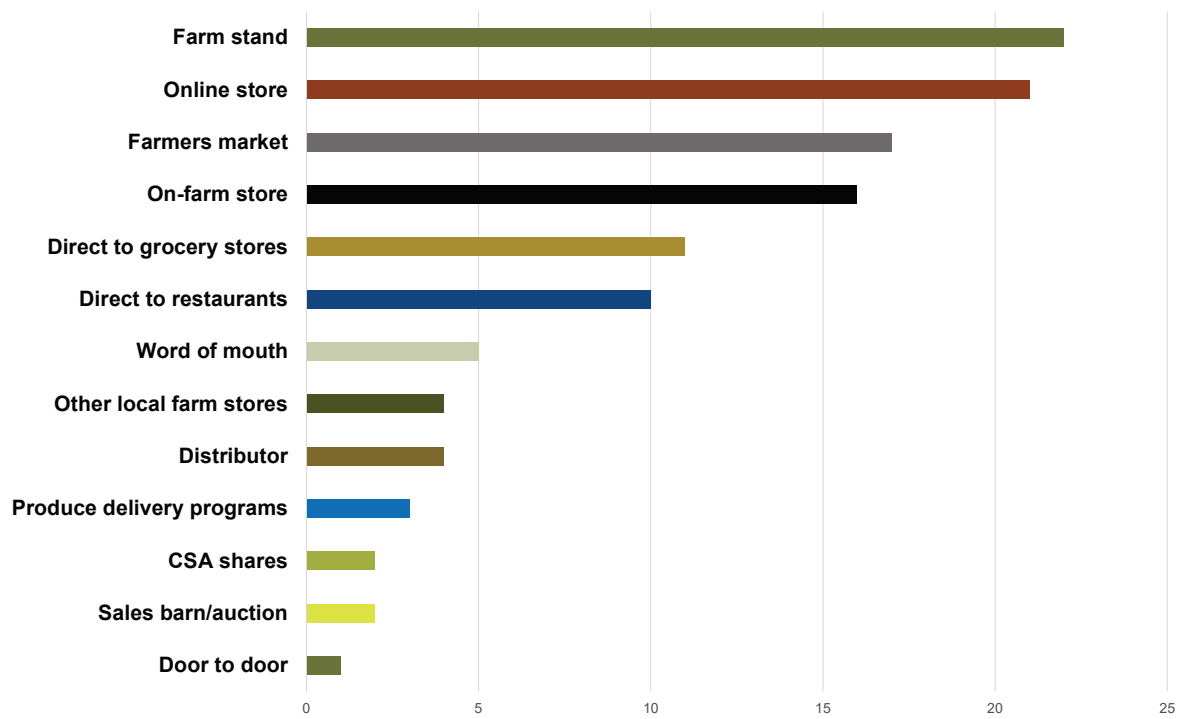
19
 Agricultural businesses do not sell their products directly to consumers

Where Do They Sell Their Products

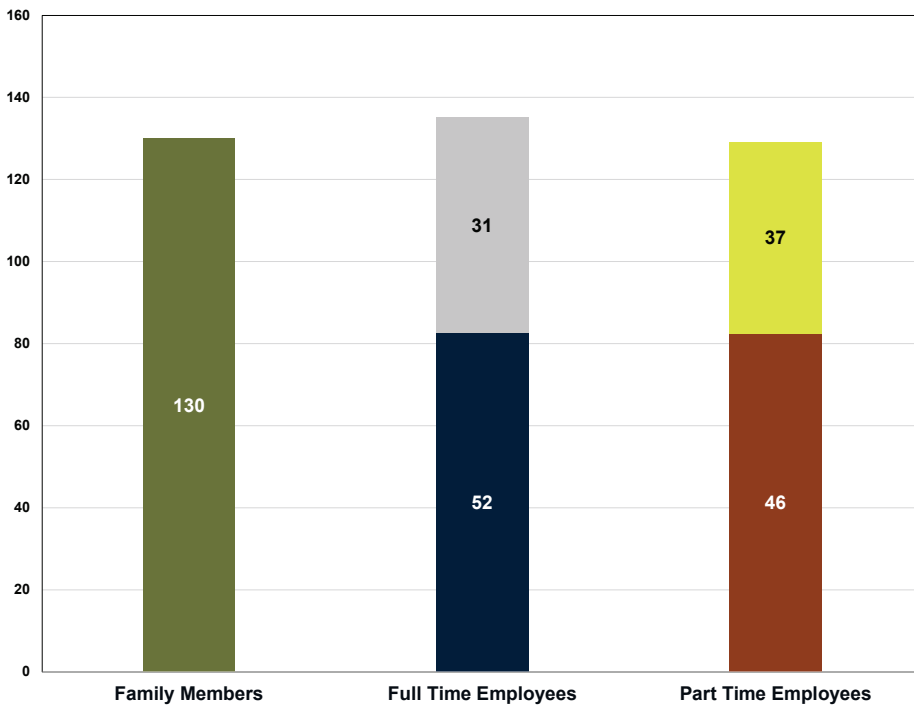


*Out of 71 agricultural businesses who answered this question

Methods Used to Sell Products Direct To Customers



Current Employee Count



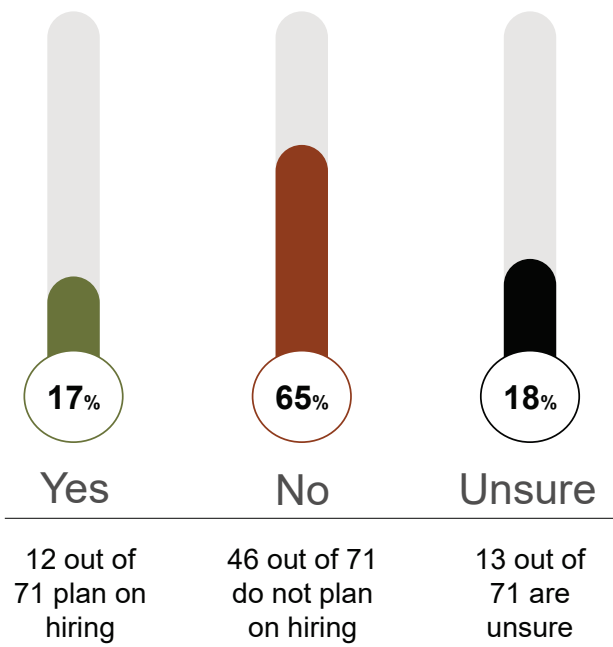
Of the 71 Ag businesses that completed the survey, 62 had on average 2 unpaid family members working there, for a total of 130.

20 businesses had at least 1 full-time employee in the past year (avg 1-3 employees/business) for a total of 83 full-time employees, with 52 of those being seasonal employees (63%).

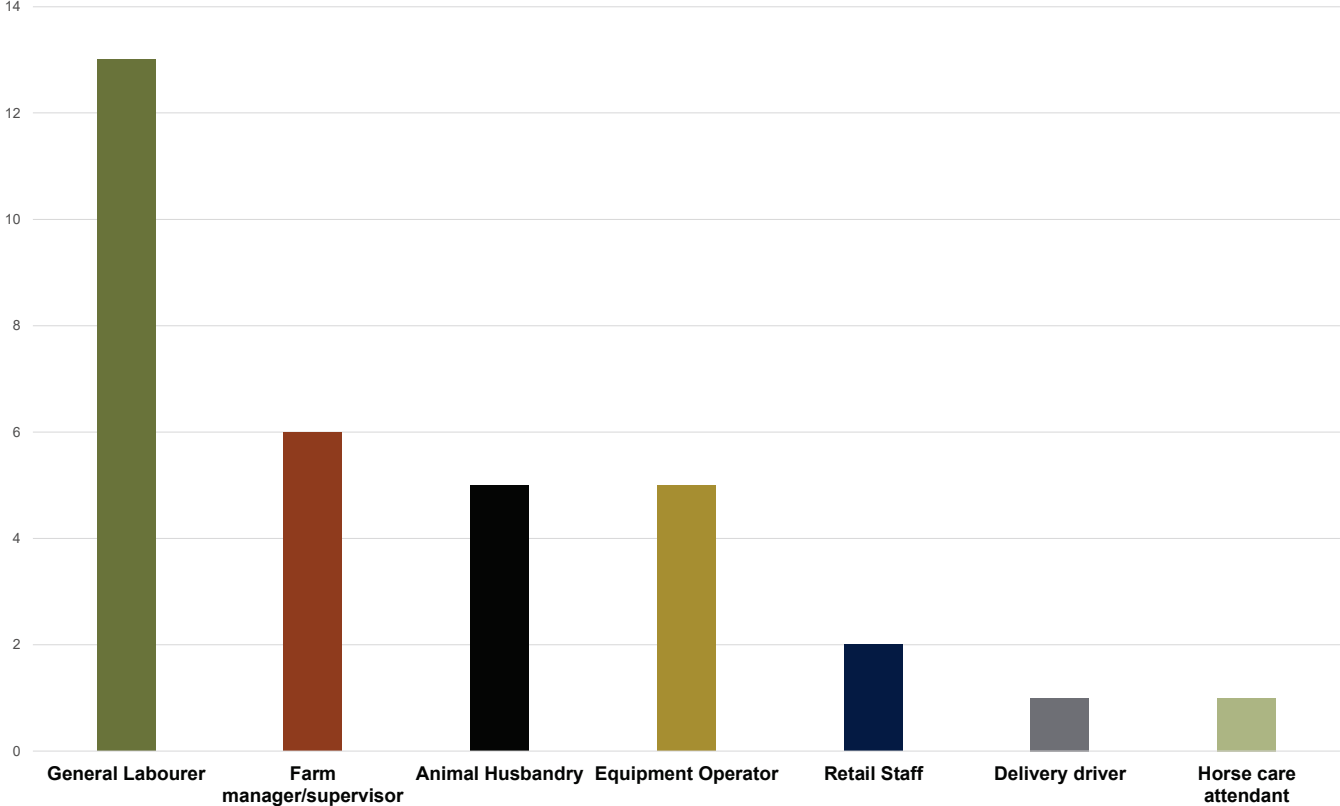
21 businesses had at least 1 part-time employee in the last year (avg 1-3 employees/farm) for a total of 83 part-time employees, with 46 of those being seasonal (55%).



Planning to Hire in the Next Year



Most Common Skill Shortages




Ability to Find Qualified Applicants



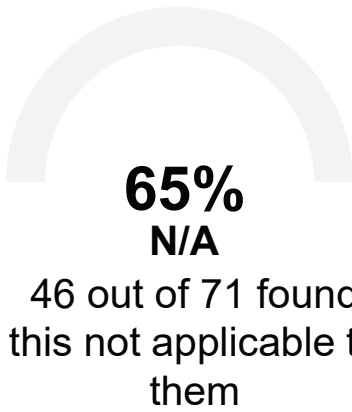
11%
Yes

8 out of 71 are finding qualified applicants



24%
No

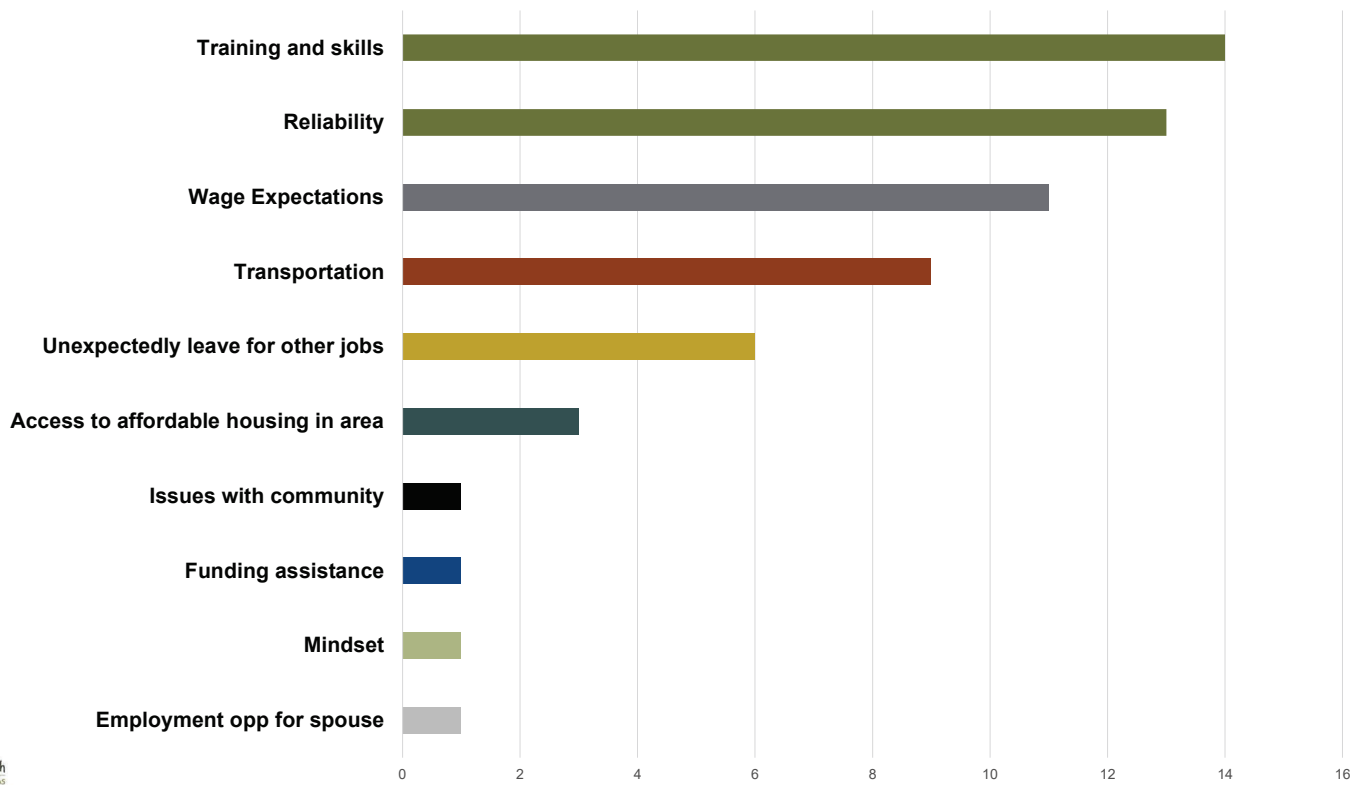
17 out of 71 are not finding qualified applicants



65%
N/A

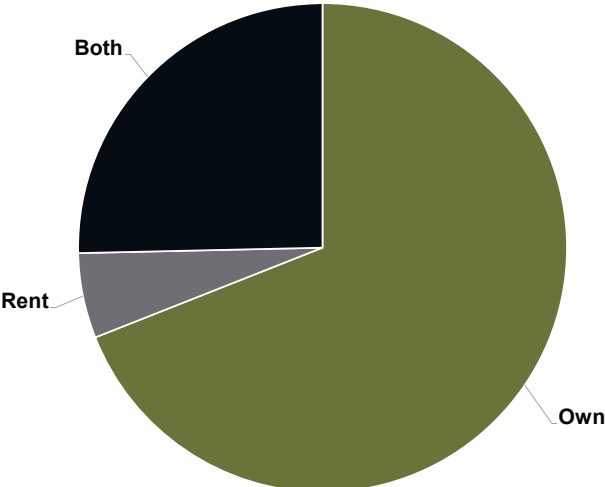
46 out of 71 found this not applicable to them

Common Barriers When Hiring Staff



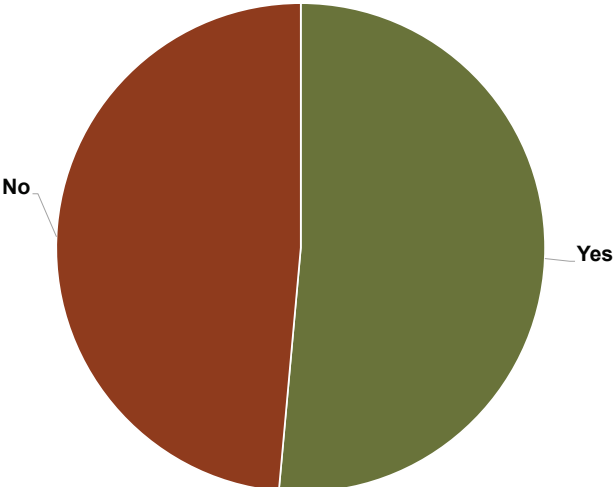
Agricultural Business Count Survey

Rent or Own Their Farm Land



Of the 71 agricultural businesses surveyed, 49 own their land, 4 lease, and 18 both own and lease the land they work on.

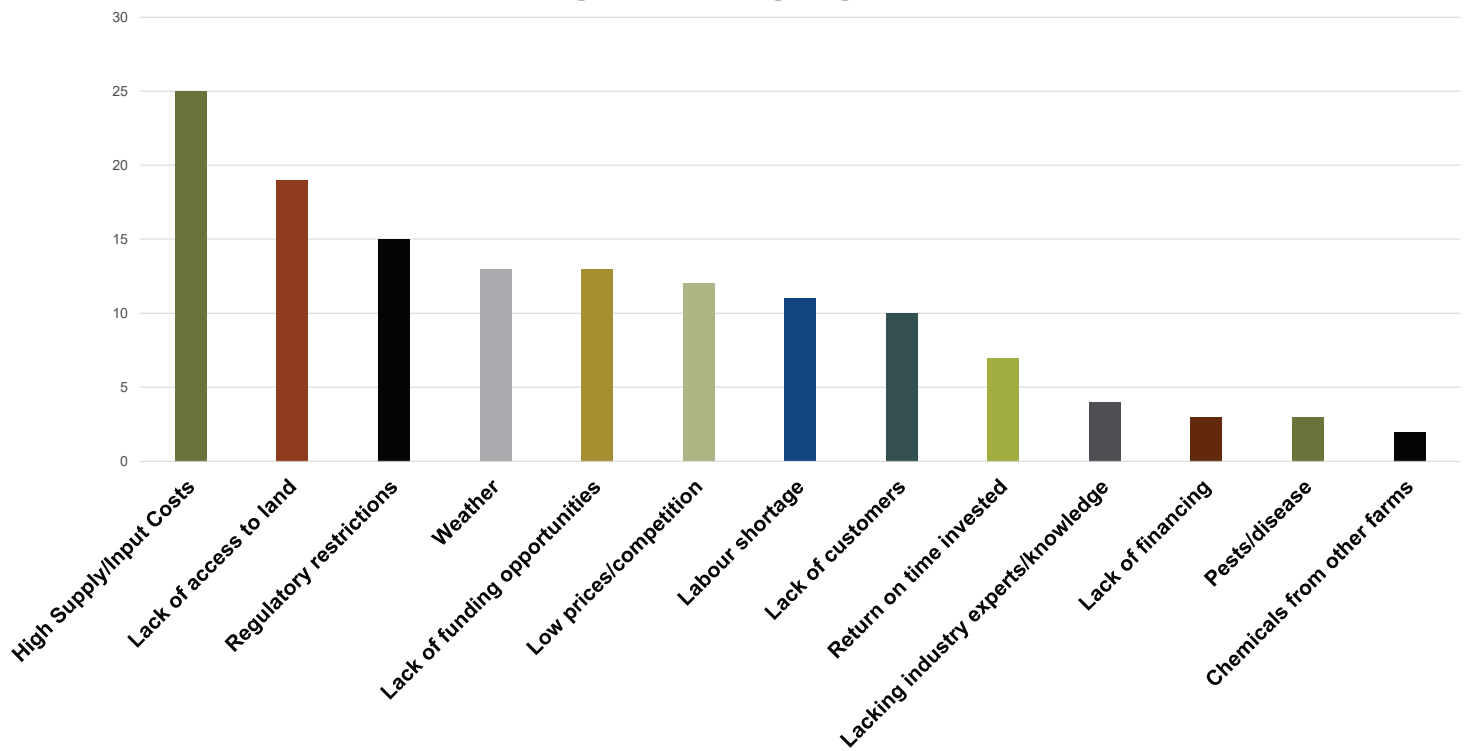
Owner Has Another job



When asked if they had another job, 36 owners stated they did, while 34 stated they did not have another job.

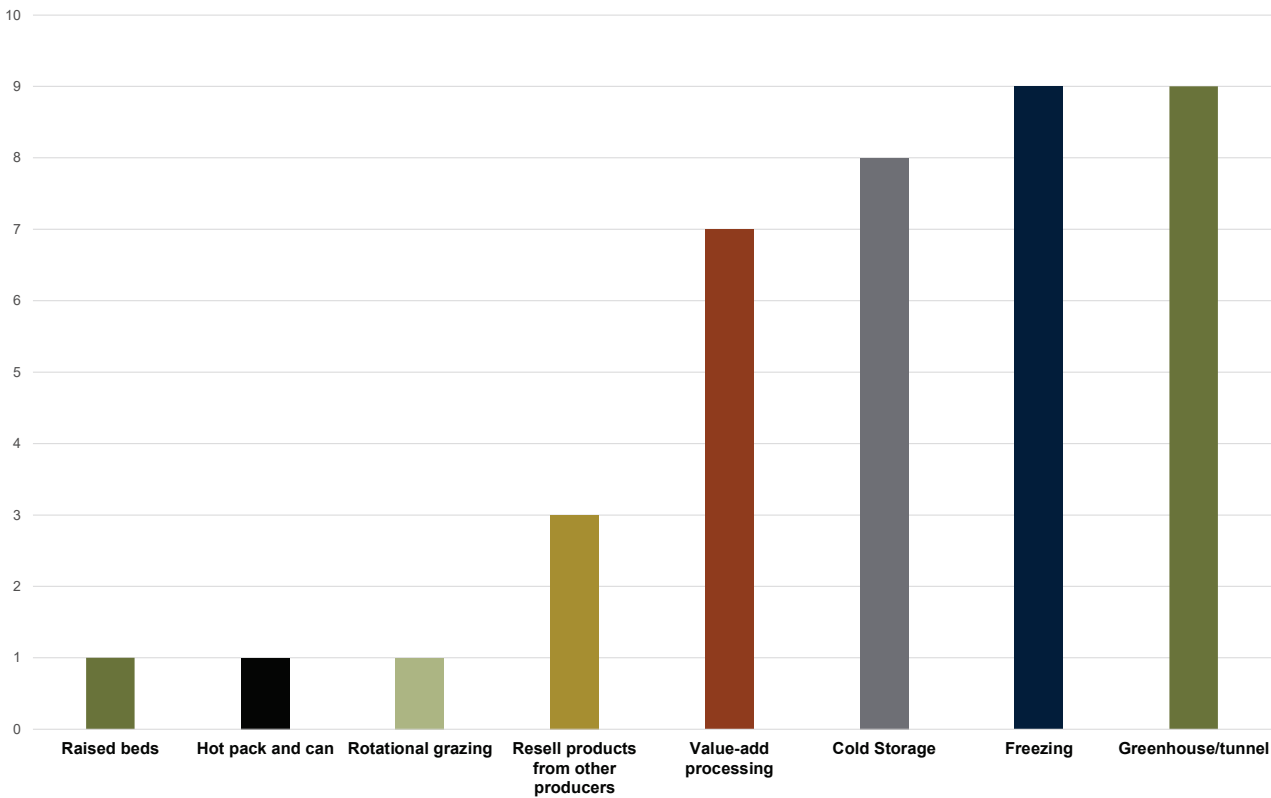


Challenges Facing Agricultural Businesses



18
 Agricultural
 businesses
 use
 techniques to
 extend their
 season

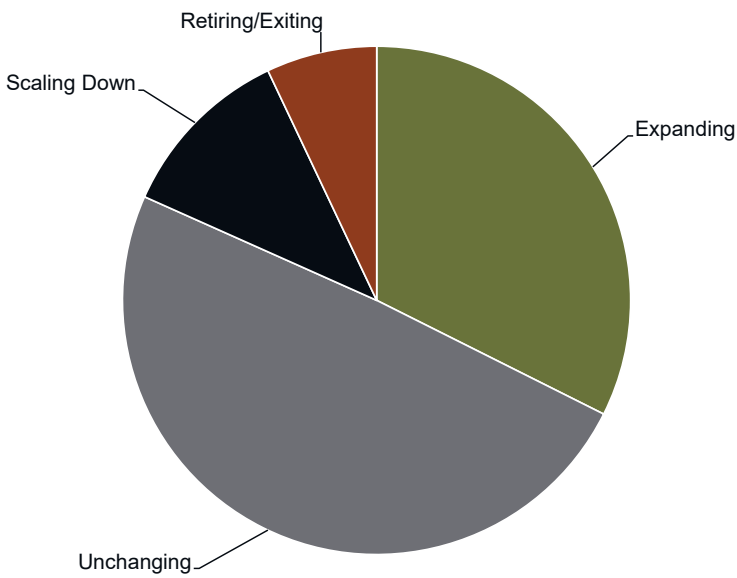
Techniques Used to Extend Season*



*For businesses that sell directly to customers

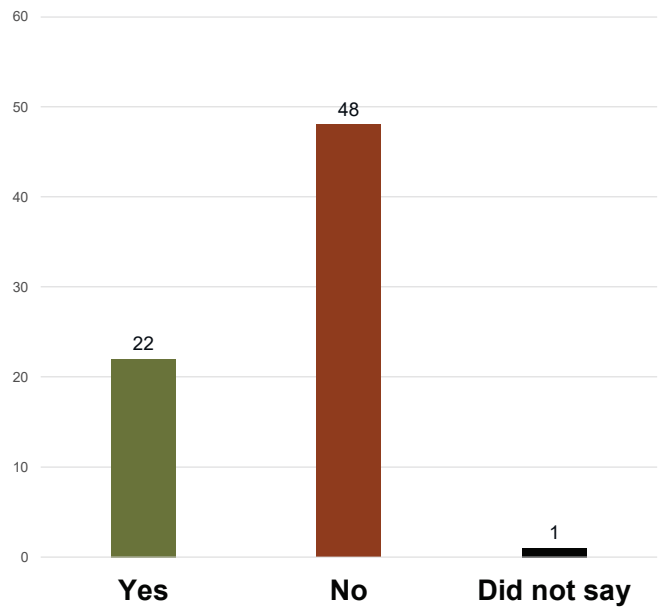


Plans for Business in the Next 2 Years



Of the 71 Ag businesses surveyed, 23 indicated they had plans to expand/diversify their business, 35 said they had no plans to change their operations, 8 said they were scaling down operations, and 5 said they were going to retire/exit the agricultural industry.

Has Succession Plan



When asked if they had a succession plan for their agricultural business, 31% of owners said Yes, 67% said No, and 1 did not respond to the question.

Expansion Plans

Possible expansion plans mentioned by Agricultural Businesses include:











- Doubling land size to increase output
- Agri-Tourism - workshops on the farm
- Increase herd/stock size
- Diversifying products offered








THANK YOU



For more information, visit PKED's
website
<https://investptbo.ca/>



N.A.I.C.S.Code	Icon	Sector
21		Mining, quarrying, and oil and gas extraction
22		Utilities
23		Construction
31-33		Manufacturing
41		Wholesale trade
44-45		Retail trade
48-49		Transportation and warehousing
51		Information and cultural industries
52		Finance and insurance
53		Real estate and rental and leasing

N.A.I.C.S.Code	Icon	Sector
54		Professional, scientific, and technical services
55		Management of companies and enterprises
56		Administrative and support, waste management and remediation services
61		Educational services
62		Health care and social assistance
71		Arts, entertainment, and recreation
72		Accommodation and food services
81		Other services (except public administration)
91		Public administration

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Shari Gottschalk, Economic Development Officer
Meeting Date: November 5, 2024
Subject: Proposed Wireless Communication Site C3917, 445 West Kosh Transfer Waste Station

Purpose:

This report presents to Council information concerning the proposed wireless telecommunication tower C3917 to be located on the 445 West Kosh Road municipal transfer station property. In addition, it is to confirm the proposed tower complies with the Township's Communication Tower Installation Policy #2024-03-19, and to issue a Letter of Concurrence to Eric Belchamber, Site Acquisition Specialist, acting on behalf of Rogers Communications Inc (Rogers).

Recommendation:

That Council concurs the required public consultation pertaining to proposed Rogers Communications Inc. tower site C3917 has been completed and that all reasonable and relevant concerns about the proposal have been addressed; and

That proposed tower site C3917 complies with land use requirements; and

Rogers has fulfilled Innovation, Science and Economic Development Canada (ISED) Default Protocol CPC-2-0-03 as they relate to proposed site C3917; and

To authorize the C.A.O. and Clerk to sign the Letter of Concurrence to permit Rogers to move forward with installing the proposed wireless communications site C3917.

Background:

As part of the Eastern Ontario Regional Network (EORN) Cell Gap Project, Mr. Belchamber, acting on behalf of Rogers Communications Inc., has applied to construct a new 90-metre guyed telecommunications tower to be located on the west Kosh municipal waste transfer station property having coordinates 44.620356-77.989129.

The following criteria helped form the basis of the proposed 90m guyed tower on West Kosh Rd.:

- The proposed site location is 88m from West Kosh Rd. on a treed property with significant setbacks from waterfront properties.
- The proposed site location is nearly 800m from the closest adjacent residential dwellings to the south.

- The design selected for this proposal is appropriate considering the area context and will best achieve our objectives, as well as provide for future co-location opportunities of other wireless service providers in an attempt to reduce the number of structures in the area.
- Access to the property for construction and maintenance purposes will be via new access to the property and will not cause any disturbance to the property's current use.
- The installation will have no impact on the watershed or the wells, water quality or any water systems. No chemicals, pesticides or herbicides that could potentially have an adverse effect on the water systems will be contained on our structure or the associated walk-in radio equipment cabinet.
- During construction, precautions will be taken to minimize any disruption to the current use of the site and to the surrounding residents. Once site is in-service, there will be no noise associated with the daily operation of the installation. The site will occupy a compound area of 9.5m x 7.6m, surrounded by 2.4m-high chain link security fence. The compound will also contain a walk-in equipment cabinet (WIC) containing radio equipment, backup battery power, manuals and a first aid kit. The installation is equipped with a silent alarm system.

The Township of Havelock-Belmont-Methuen is the applicable Land Use Authority (LUA) for the application, whereas the Federal Government is the approval authority for telecommunication towers. The Township of Havelock-Belmont-Methuen Official Plan designates the location of the proposed facility, a waste disposal industrial site. In accordance with Schedule A2 of the Township of Havelock-Belmont-Methuen's Comprehensive Zoning By-law 1995-42, as amended, the subject property is currently zoned Disposal Industrial (M3).

Public Notice of intent to construct the tower was circulated by the agent in the Community Press publication September 19, 2024, issue, with the public consultation period ending on October 12, 2024. All properties located within the circulation radius (180 metres) were notified by September 1, 2024. No comments were received from property owners within the 180-metre radius or the public with respect to the proposed tower.

Given the foregoing, Staff are of the opinion that proposed telecommunications tower C3917 complies with all land use requirements and Rogers has completed appropriate public consultation and therefore recommends that the Letter of Concurrence be issued. The draft proposed Letter of Concurrence has been included with this report as Attachment #3.

Financial Impact:

Communication tower application permit fee, in the amount of \$2,500.00.

In consultation with:

- Bob Angione, CAO and Clerk
- Travis Toms, CBO
- Arya Hejazi, Planning Assistant
- Samatha Deck, Planner

Attachments

- Attachment #1 – Proposed Tower C3917 - Site Selection and Justification Report, including Site Plan survey
- Attachment #2 – Rogers' Consultation Summary
- Attachment #3 – Draft Letter of Concurrence

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "Shari Gottschalk". The signature is written in a cursive style with a large initial "S".

Shari Gottschalk
Economic Development Officer
Township of Havelock-Belmont-Methuen



Site Selection/Justification Report – Wireless Communications Site

Prepared for: Township of Havelock-Belmont-Methuen

Rogers Site: C3917 West Kosh Rd.

Introduction

Like many areas of the province, your community is experiencing a growing demand for wireless services. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available.

This document outlines the site selection process in accordance with the requirements of Innovation, Science and Economic Development Canada's (ISED) Spectrum Management and Telecommunications Policy, CPC-2-0-03, Issue 6 (CPC) updated July, 2022 and provides a description of the system to be installed at 445 West Kosh Rd., Nephton.

Telecommunications is a powerful economic enabler that promotes home occupations, teleworking, telecommuting and improved community networking and information dissemination. This site is part of the EORN Cell Gap Project.

Background and Coverage Requirement

A wireless telecommunications facility is a puzzle piece in a very complex radio network, whether that site is situated in an urban, suburban or rural setting. Customer demand and sound engineering principles direct where sites are required to be located. As people rely more on wireless devices such as smartphones, tablets and laptops for business and personal use, network improvements are required to ensure high quality voice and data services are available. In order for a wireless network to be reliable, an operator must provide "seamless" coverage so that gaps in the network are avoided. Gaps create dropped calls and overall poor service to customers. Rogers is committed and mandated by its license to ensure the best coverage and service to the public and private sectors.

The proposed site will achieve the necessary engineering coverage objectives for our network. The location will provide much relied upon communication services in the area such as EMS Response, Police and Fire; improved wireless signal quality for the local residents, those traveling along the major roads, as well provide local subscribers with wireless network coverage and capacity for products and services such as iPhones, Smartphones, Tablets and wireless internet through the Rogers Rocket Stick technology in the surrounding area.

Rationale for New Telecommunication Infrastructure

In identifying a potential new tower location and design, Rogers examined the surrounding area, assessed the visibility of the structure and considered a possible structure design. Rogers evaluated the best location for a new facility using the following criteria:

a) Technical Requirements

The performance of a wireless network is dependent on the geographical location of its equipment, height of its antennas, line-of-sight requirement, the demand customers place on the network, as well as proximity to our users.

Please see below for an aerial outlining the site location (Figure 1).

Figure 1 – Aerial of the proposed location.



b) Coverage Objectives

Rogers’ Network Planning and Engineering departments have determined that the placement of this site will provide a dramatic improvement in service for the area and will meet the coverage objectives.

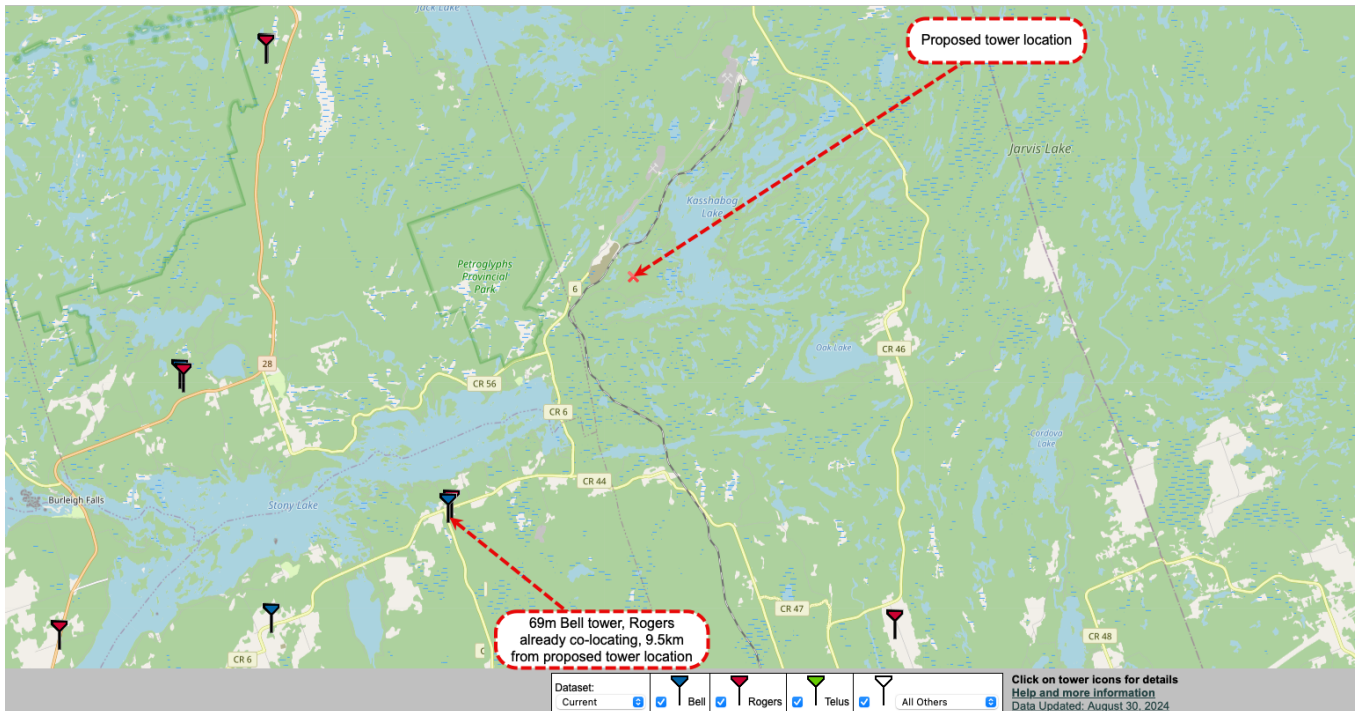
c) Evaluation of Existing Structures

When a part of a network requires improvement, the first step is to evaluate existing structures that are located within the specific geographical area offering the required height and that may be available to support new equipment or to use for co-location.

During the site selection process for this proposed installation, Rogers determined that no other existing infrastructure opportunity was available in our target area. The closest structure is a 69m Bell tower 9.5km away that is too far away to improve service in the target area and Rogers is already co-locating on it.

The map below (Figure 2) shows the proposed location in relation to the other existing structures assessed.

Figure 2 – Existing structures map



d) Land-Use Considerations

Rogers’ site selection process is a balanced exercise that must meet Rogers’ network coverage objectives, respect local land-use constraints, listen to community concerns, while at the same time reflecting Rogers obligation to its customers to provide a high quality of service.

From a technical standpoint, the proposed site location is within the search radius and will provide optimal coverage to the desired area as part of the EORN Cell Gap Project. The tower structure will be using only a small fraction of the large lot. Access to the site will be from the existing waste transfer station entrance to the property from West Kosh Rd. and will not disturb the land-owner’s current use of the property or affect community traffic flow. The proposed site will be set-back from West Kosh Rd. by 88m.

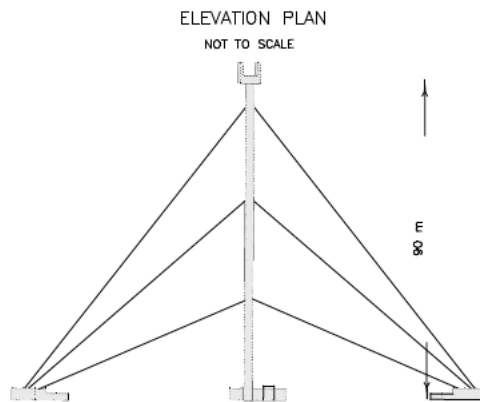
Proposed Facility Location and Site Details

The proposed site is a 90m guyed tower installation and is proposed at the following coordinates: 44.620356-77.989129.

All efforts have been made to minimize the number of cellular base station locations required throughout the targeted area and yet allow for a network design which can adequately provide wireless voice and data service to our existing and new customer base.

Please also refer to the following page for a sample of the installation for your reference (Figure 3). An additional package of photo simulations is provided with this report. The viewscapes simulate the view of the proposed installation from different locations. The process of simulating the proposed facility into the existing conditions of the viewscapes was done by superimposing an image of the proposed structure on the photographs taken for those viewscapes.

Figure 3 – Sample image of proposed installation



Site Selection

Rogers strives to be sympathetic to the surrounding land-use features and takes all reasonable steps required by local land use authority to mitigate concerns with respect to planning and environmental matters. It is important to note that the selection of a site for a telecommunication antenna support structure does not occur randomly.

Among the factors considered are:

1. expected usage patterns of service and proximity to users
2. local topography and building types
3. interaction with existing and future sites
4. line of sight requirements for high quality communications
5. opportunities to use existing structures
6. availability of a willing property owner
7. the industry's commitment to high service standards and customer satisfaction.

The following criteria helped form the basis of the proposed 90m guyed tower on West Kosh Rd.:

- The proposed site location is 88m from West Kosh Rd. on a treed property with significant setbacks from waterfront properties.

- The proposed site location is nearly 800m from the closest adjacent residential dwellings to the south.
- The design selected for this proposal is appropriate considering the area context and will best achieve our objectives, as well as provide for future co-location opportunities of other wireless service providers in an attempt to reduce the number of structures in the area.
- Access to the property for construction and maintenance purposes will be via new access to the property and will not cause any disturbance to the property's current use.
- The installation will have no impact on the watershed or the wells, water quality or any water systems. No chemicals, pesticides or herbicides that could potentially have an adverse effect on the water systems will be contained on our structure or the associated walk-in radio equipment cabinet.
- During construction, precautions will be taken to minimize any disruption to the current use of the site and to the surrounding residents. Once site is in-service, there will be no noise associated with the daily operation of the installation.

The site will occupy a compound area of 9.5m x 7.6m, surrounded by 2.4m-high chain link security fence. The compound will also contain a walk-in equipment cabinet (WIC) containing radio equipment, backup battery power, manuals and a first aid kit. The installation is equipped with a silent alarm system.

The site is designed to provide LTE 700/2100 MHz, ESS 600 LTE & 5G NR services. It will also accommodate 3-sectored 5G 3.5 GHz and future services.

Rogers considers this location and design ideal to provide superior coverage levels and service to Rogers' customers and meet the objectives of the EORN Cell Gap Project.

Municipal and Public Notification

Rogers has a strong history of consultation with municipalities and understands the importance of land-use protocols and transparency in consultation.

As the provisions of the *Ontario Planning Act* and other municipal by-laws and regulations do not apply to federal undertakings, wireless communication facilities are not required to obtain municipal permits. However, Section 4.1 of the CPC, states that the concerns and suggestions expressed by land-use authorities are important elements to be considered by proponents when installing or modifying antenna systems. ISED requires that consultation be undertaken with the appropriate land-use authorities to ensure those authorities are aware of significant structures within their boundaries and so that local land-use issues can be raised, while respecting the federal government's jurisdiction in the siting and operation of wireless voice and data systems.

The Township of Havelock-Belmont-Methuen has developed its own Policy (Policy No. 2024-03-19) for establishing telecommunication facilities in the Township, and Rogers will be following that Policy.

The Policy outlines the land-use consultation process relevant to evaluating wireless communication installation proposals. In accordance with this Policy, proponents must provide a notification package to the local public within a radius of three times the height of the tower. A notice will also be provided to the Township of Havelock-Belmont-Methuen, any Public Bodies and/or Technical Agencies that the Township identifies, and the ISED regional office.

Federal Requirements

In addition to the requirements for consultation with municipal authorities and the public, Rogers must also fulfill other important obligations, including the following:

Environmental Standards

ISED requires that the installation and modification of antenna systems be done in a manner that complies with appropriate environmental legislation, including the Impact Assessment Act (S.C. 2019, c. 28, s. 1).¹

Rogers attests that the radio antenna system described in this notification does not qualify as a Designated Project under the Impact Assessment Act and is excluded from environmental assessment under the Impact Assessment Act.

Transport Canada's Aeronautical Obstruction Marking Requirements

Aerodrome safety is under the exclusive jurisdiction of NAV Canada and Transport Canada. An important obligation of Rogers' installations is to comply with Transport Canada / NAV CANADA aeronautical safety requirements. Transport Canada performs an assessment of the proposal with respect to the potential hazard to air navigation and Rogers has submitted the required applications. Rogers expects that lighting will be required.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will comply with Transport Canada / NAV Canada aeronautical safety requirements. For additional detailed information, please consult Transport Canada².

Health Canada's Safety Code 6 Compliance

Health Canada is responsible for research and investigation to determine and promulgate the health protection limits for Exposure to the RF electromagnetic energy. Accordingly, Health Canada has developed a guideline entitled "Limits of Human Exposure to Radiofrequency Electromagnetic Field in the Frequency Range from 3kHz to 300 GHz – Safety Code 6".

¹ <https://laws.justice.gc.ca/eng/acts/I-2.75/index.html>

² <https://tc.canada.ca/en/corporate-services/acts-regulations/list-regulations/canadian-aviation-regulations-sor-96-433/standards/standard-621-obstruction-marking-lighting-canadian-aviation-regulations-cars>

The exposure limits specified in Safety Code 6 were established from the results of hundreds of studies over the past several decades where the effects of RF energy on biological organisms were examined. Radiocommunication, including technical aspects related to broadcasting, is under responsibility of Innovation, Science and Economic Development Canada (ISED), which has the power to establish standards, rules, policies and procedures. ISED, under this authority, has adopted Safety Code 6 for the protection of the general public. As such, ISED requires all proponents and operators to ensure that their installations and apparatus comply with the Safety Code 6 at all times.

Rogers Communications Inc. attests that the radio antenna system described in this notification package will at all times comply with Health Canada's Safety Code 6 limits, as may be amended from time to time, for the protection of the general public including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

More information in the area of RF exposure and health is available on the Health Canada's website under Environmental and Workplace Health³ and Safety Code Health Canada's Radiofrequency Exposure Guidelines⁴.

Engineering Practices

Rogers attests that the radio antenna system as proposed for this site will be constructed in compliance with the National Building Code and The Canadian Standard Association and comply with good engineering practices including structural adequacy.

Innovation, Science and Economic Development Canada's Spectrum Management (ISED)

Please be advised that the approval of this site and its design is under the exclusive jurisdiction of the Government of Canada through ISED. For more information on ISED's public consultation guidelines including CPC-2-0-03⁵ contact your local ISED office at spectrumnod-spectredeno@ised-isde.gc.ca or at the address on the following page.

³<http://www.hc-sc.gc.ca/ewh-semt/radiation/cons/stations/index-eng.php>

⁴<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/safety-code-6-health-canada-radiofrequency-exposure-guidelines-environmental-workplace-health-health-canada.html>

⁵<http://www.ic.gc.ca/epic/site/smt-gst.nsf/en/sf08777e.html>

**Innovation, Science and Economic Development Canada
Spectrum Management**

Eastern Ontario District Office

2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3

Telephone: 1-855-465-6307

Fax: 705-941-4607

Email: spectrumenod-spectredeno@ised-isde.gc.ca

Web: https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf11435.html

General information relating to antenna systems is available on ISED's Spectrum Management and Telecommunications website⁶.

Public consultation obligations

Rogers Communications Inc. is committed to effective public consultation. The public will be invited to provide comments to Rogers about this proposal by mail, electronic mail or phone.

ISED's rules contain requirements for timely response to all questions, comments or concerns. We will acknowledge receipt of all communication within **14 days** and will provide a formal response to the Township and those members of the public who communicate to Rogers, within **60 days**. The members of the public who communicated with Rogers will then have **21 days** to review and reply to Rogers as a final response.

Proponent's Contact Information - Rogers Communications Inc.

Eric Belchamber, Wireless Site Specialist

Eric Belchamber & Associates

337 Autumnfield St., Kanata, ON, K2M 0J6

Telephone: (613) 220-5970

Email: eric.belchamber@rogers.com

Conclusion

Reliable wireless communication services are a key element of economic development across Canada. It facilitates the growth of local economies by providing easy access to information, and connectivity for residents and businesses alike.

In response to this growing demand for wireless services, Rogers has worked to find the most suitable location for a new telecommunications structure in efforts to provide improved wireless services in the area to its residents, businesses and the traveling public.

⁶<http://www.ic.gc.ca/epic/site/smt-gst.nsf/en/home>

In addition to meeting consumer needs, technological upgrades are also critical to ensuring the accessibility of emergency services such as fire, police and ambulance. Wireless communications products and services, used daily by police, EMS, firefighters and other first responders, are an integral part of Canada's safety infrastructure.

Rogers feels that the proposed site is well located to provide improved wireless voice and data services in the targeted area. The proposed location is also situated and designed to have minimal impact on surrounding land uses.

Rogers looks forward to working with the Township of Havelock-Belmont-Methuen to provide improved wireless services to the community.

Should you have any further questions or comments, please feel free to contact me via email at eric.belchamber@rogers.com, or via phone at (613) 220-5970.

Sincerely,

Eric Belchamber

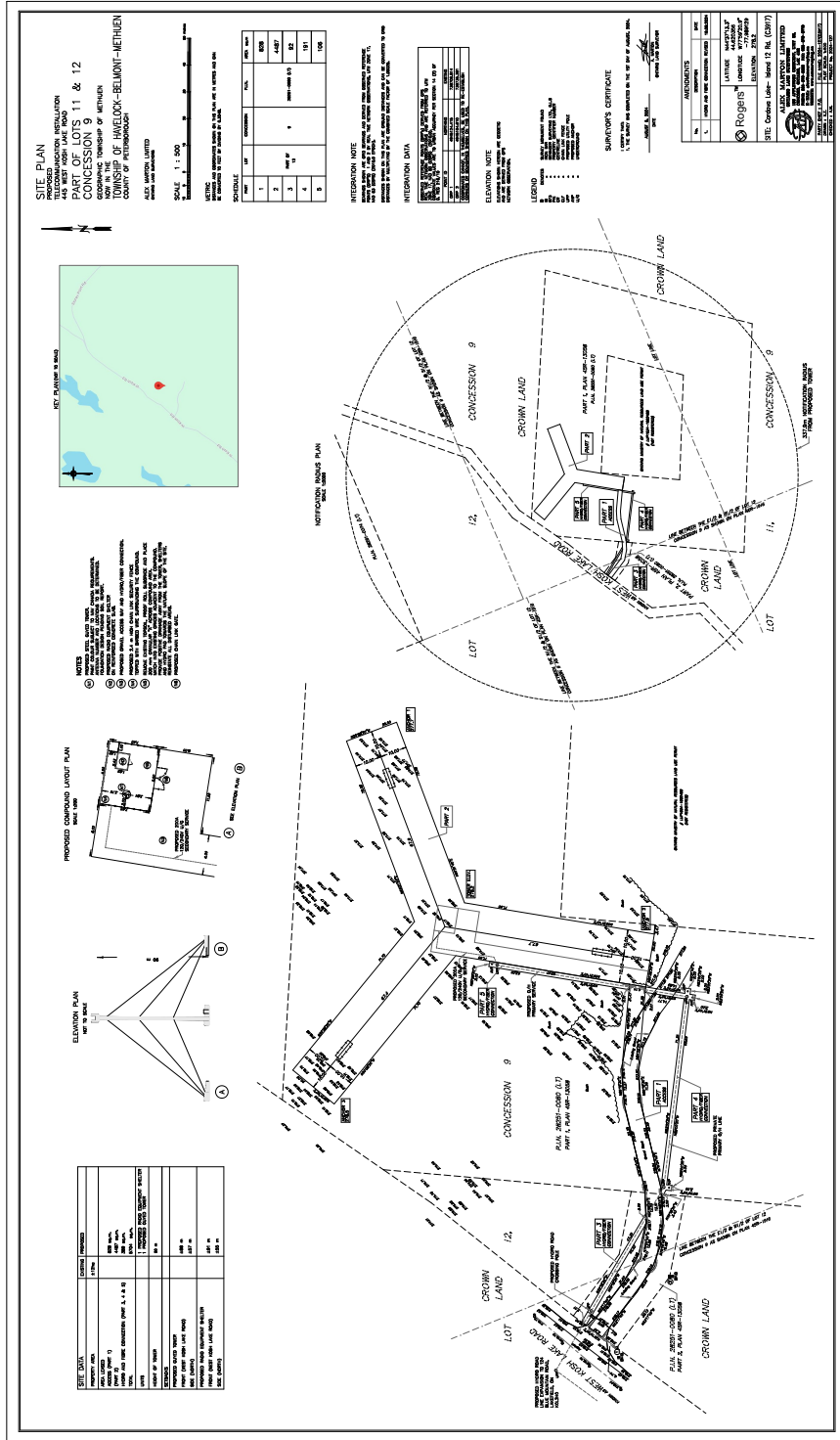
APPENDIX 1

Public Consultation Package

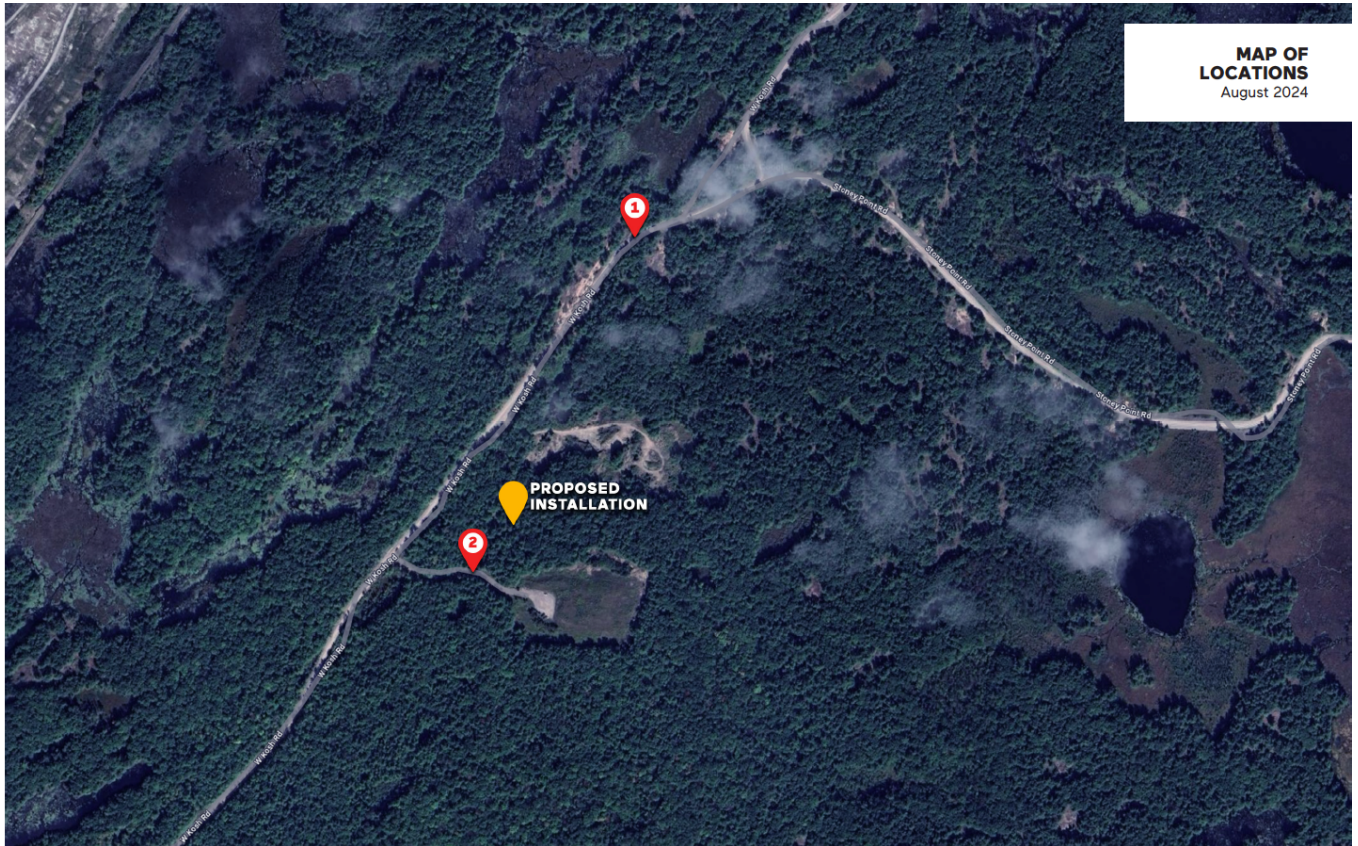
*Attached separately

APPENDIX 2

Site Survey



APPENDIX 3 Photo Simulations Package



C3917 WEST KOSH RD.



SIMULATION 1
August 2024

C3917 WEST KOSH RD.

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 409 METRES



SIMULATION 2
August 2024

C3917 WEST KOSH RD.

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 83 METRES

PUBLIC NOTICE NOTIFICATION DU PUBLIC

PROPOSED ROGERS 90 METRE WIRELESS TELECOMMUNICATIONS GUYED TOWER INSTALLATION

The proposed installation is composed of a 90m guyed telecommunication tower, including the antennas and lightning rod.

Location: **445 West Kosh Rd., Havelock**

Objective: To improve wireless coverage in the area and to meet rising demands for wireless services. This site is part of the EORN Cell-Gap Project.

Details: An equipment shelter will also be installed at the base of the proposed tower and the site will be surrounded by a security fence with a locked gated access point.

The public is invited to provide written comments by 5pm on **October 12th, 2024** to the contact information shown below. Please include a return address.

Tower Installation Project
Projet d'installation de communication sans fil

C3917 West Kosh Rd.

Rogers Communications Inc.
Eric Belchamber
Network Implementation
337 Autumnfield St., Kanata, ON, K2M 0J6
Tel: (613) 220-5970
Email/Courriel: eric.belchamber@rogers.com

EMPLACEMENT PROPOSÉ PAR ROGERS POUR L'IMPLANTATION D'UNE TOUR HAUBANÉ D'ENVIRON 90 MÈTRES DE HAUTEUR

Le site de télécommunication proposé sera composé d'une tour de type haubané d'une élévation hors-tout d'environ 90 mètres incluant les antennes et le parafoudre.

Lieu : **445 rue West Kosh, Havelock**

Objectif : Améliorer la couverture cellulaire dans le secteur et ainsi répondre à la demande sans cesse croissante pour les services sans fil. Ce site fait partie du projet EORN Cell-Gap.

Détails : Un cabinet d'équipements sera aussi aménagé à la base de la tour et le site sera ceinturé d'une clôture de sécurité et d'une entrée verrouillée.

Les citoyens sont invités à faire part de leurs commentaires, avant 17h00 le **12 octobre 2024**, soit à l'adresse indiquée (avec une adresse de retour).



Newspaper: Community Press
Project: C3917
Publication Date: Sept. 19th, 2024

PUBLIC CONSULTATION CONSULTATION DU PUBLIC

19 September 2024

Dear sir or madam,

Rogers Communications Inc. (“Rogers”) is expanding its wireless network and would like to share with you its current plan in the Township of Havelock-Belmont-Methuen.

We are consulting residents and businesses of this area regarding this proposed project. Details of this project are included in the present notification file. We invite you to take note of the proposed project and to provide us with any questions or comments in writing by **5pm October 19th, 2024**, after which we will answer your concerns. You will then have the opportunity to submit further comments if you require additional clarifications.

Madame, Monsieur,

Rogers Communications Inc. (« Rogers ») souhaite vous informer que nous prévoyons des investissements majeurs au niveau de notre réseau de communication sans-fil dans le Canton de Havelock-Belmont-Methuen.

Nous désirons consulter la population environnante à propos de ce projet. Le détail de celui-ci est joint à la présente sous forme de dossier informatif. Nous vous invitons à en prendre connaissance et à nous faire part de vos questions/commentaires par écrit avant la fermeture des bureaux de Rogers le **19 octobre, 2024**, après quoi nous répondrons à vos observations. Vous aurez par la suite l'opportunité d'émettre vos commentaires sur nos réponses dans l'éventualité où de l'information supplémentaire serait requise.

Please send your comments or questions by email to:

Veillez adresser vos questions/commentaires par courriel à :

Rogers Communications Inc.
C3917 West Kosh Rd.
Email: eric.belchamber@rogers.com

PUBLIC NOTIFICATION

Proposed Wireless Telecommunications Installation

1. Purpose of the Proposed Installation

Rogers is proposing to build a new wireless communications installation at 445 West Kosh Rd. (the “Proposed Installation”) to improve wireless coverage to the community near Nephton and to meet rising demands for wireless services.

The Proposed Installation will ensure continuous and uninterrupted coverage between existing telecommunications sites and maintain our commitment to provide fast and reliable cellular service, both indoors and outdoors. This site is part of the EORN Cell-Gap Project.

2. Evaluation of Existing Structures and Site Selection

Before proposing new telecommunication infrastructure, Rogers reviews any existing structure or building for co-location opportunities. Rogers considered the existing Bell tower 9.5km away, however it was determined that the structure was too far away to provide service to the targeted area and Rogers is already co-locating on it.

Since Rogers already has its equipment on the above-mentioned structure, we identified the proposed location as the site of least impact to the community, while enabling Rogers to meet the desired cellular coverage goals and the Township’s requirements.

Furthermore, Rogers accepts to receive and review any colocation and tower sharing requests made by other licensed carriers.

3. Details of the Proposed Installation

Municipal address: 445 West Kosh Rd., Nephton

Geographic coordinates: 44.620356-77.989129

Location on the lot: The site is located on the northern edge of the large lot.

4. Description of the Proposed Antenna System

Type of tower and details: guyed tower

Height: 90m, including the antennas, a lightning rod and an obstruction light if one is required by Transport Canada.

Details: An equipment shelter will also be installed at the base of the proposed tower and the entire site will be surrounded by a security fence with a locked gated access point. The site is designed to provide 3-sectored 700, 2100, MHz LTE and 5G services. It will also accommodate future TBD technologies.

5. Aeronautical obstruction marking requirements and land use specifications

At this time, Rogers has not received any aviation obstruction lighting or clearance specifications from Transport Canada nor from NAV CANADA for the land-use of proposed project. Nevertheless, Rogers believes that the tower will require lighting. In the event the proposed tower requires lighting, it will include the following day lighting: one flashing white Type CL-865 beacon (20,000 candela) at the top (no tower paint) whereas the night lighting will include one flashing red Type CL-864 beacon (2,000 candela) at the top and 2 steady burning red CL-810 DOLs (32.5 candela) at mid-point, pursuant to Standard 621 - Obstruction Marking and Lighting - Canadian Aviation Regulations (CARs). Should this information not be accurate, Rogers will inform residents. For additional information: [NAV CANADA Land Use Program](#)

<https://tc.canada.ca/en/corporate-services/acts-regulations/list-regulations/canadian-aviation-regulations-sor-96-433/standards/standard-621-obstruction-marking-lighting-canadian-aviation-regulations-cars>

6. Respect of engineering ethics and code of practice

Rogers attests that the radio antenna system for the Proposed Installation will be constructed in compliance with the *National Building Code* and the structural standards contained in *CSA S37-18* (Canadian Standard Association), and will respect good engineering practices, including structural adequacy.

7. Health Canada's Safety Code 6

Rogers attests that the radio antenna system for the Proposed Installation will be installed and operated on an ongoing basis so as to comply with Health Canada's *Safety Code 6* limits as it may be amended from time to time, for the protection of the general public, including any combined effects of additional carrier co-locations and nearby installations within the local radio environment.

Additional information from the Government of Canada and from other credible sources:

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/sf11467.html>

<https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/radiation/understanding-safety-code-6.html>

<https://www.canada.ca/en/health-canada/services/health-risks-safety/radiation/everyday-things-emit-radiation/cell-phones-towers.html>

<https://www.who.int/news-room/questions-and-answers/item/radiation-5g-mobile-networks-and-health>

8. Environmental assessment - Impact Assessment Act

Rogers attests that the Proposed Installation is not located within federal lands nor is it incidental to, or form part of, projects that are designated under the *Regulations Designating Physical Activities* or by the Minister of the Environment as requiring an environmental assessment. Detailed information on the Impact Assessment Act (S.C. 2019, c. 28, s. 1) can be found at:

<https://laws-lois.justice.gc.ca/eng/acts/l-2.75/page-1.html>

9. Innovation, Science and Economic Development Canada's Regulatory Framework

The telecommunications industry is exclusively regulated under the Federal Radiocommunication Act and administered by Innovation, Science and Economic Development Canada. It has established a clear set of rules that wireless carriers must follow when looking to install or modify a tower or antenna

system (*Client Procedures Circulars - CPC 2-0-03, Radiocommunication and Broadcasting Antenna Systems*).

Furthermore, Rogers must consult with representatives of the Township of Havelock-Belmont-Methuen, as the Land-Use Authority, and refer to their applicable local land-use and consultation requirements and any preferences it may have for tower-siting and/or design. General information relating to antenna systems is available on ISED's website: <https://ised-isde.canada.ca/site/spectrum-management-telecommunications/en/safety-and-compliance/facts-about-towers>

10. Public Consultation and Local Processes

Rogers is required to follow the Township's public consultation process, a copy of which can be obtained by requesting it from Rogers.

Radiocommunication facilities are regulated federally under the Radiocommunication Act. The authority for approving a radiocommunication facility rests with the federal agency of Innovation, Science and Economic Development Canada (ISED). ISED requires Rogers to review this proposal with the local Township. After reviewing this proposal, the Township of Havelock-Belmont-Methuen will provide its position to ISED and to Rogers.

DOSSIER DE NOTIFICATION

Projet d'implantation d'un nouveau site de télécommunication

11. Justification du projet proposé

Rogers propose l'installation d'un nouveau système d'antennes de radiocommunication **445 rue West Kosh** (« **projet proposé** ») afin d'améliorer la couverture cellulaire dans la zone pres de Nephton, et ainsi répondre à la demande sans cesse croissante pour les services sans fil.

Le projet proposé corrigera cette situation et permettra une couverture continue et ininterrompue entre les sites de télécommunication existants tout en maintenant notre engagement d'offrir un service cellulaire rapide et fiable, tant à l'intérieur qu'à l'extérieur des immeubles.

12. Évaluation des structures existantes et le choix de l'emplacement

Avant de proposer une nouvelle infrastructure de télécommunication, Rogers examine toute structure ou tout bâtiment existant pour déterminer s'il existe des possibilités de colocalisation. Rogers a examiné sa tour existante située à 9,5 km, mais il a été déterminé que la structure était trop éloignée pour fournir un service à la zone ciblée.

Rogers ayant déjà installé son équipement sur la structure susmentionnée, nous avons identifié l'emplacement proposé comme étant le site ayant le moins d'impact sur la communauté, tout en permettant à Rogers d'atteindre les objectifs de couverture cellulaire souhaités et de répondre aux exigences du canton.

En outre, Rogers accepte de recevoir et d'examiner toute demande de colocation et de partage de tours émanant d'autres opérateurs titulaires d'une licence.

13. Description du système d'antennes proposé

Adresse municipale : 445 rue West Kosh, Nephton

Coord. géographiques : 44.620356-77.989129

Emplacement sur le site : Le site est situé sur le côté nord du grand terrain.

14. Description des équipements et des ouvrages proposés

Type de tour et détails : tour haubanée

Hauteur : Élévation hors-tout d'environ 90 mètres incluant les antennes, le balisage aérien (si requis) et le parafoudre.

Autres détails : Un cabinet d'équipements sera aussi aménagé à la base de la tour et l'ensemble du site sera ceinturé d'une clôture de sécurité et d'une entrée verrouillée. Le site est conçu pour fournir des services LTE et 5G à 3 secteurs 700, 2100, MHz. Il pourra également accueillir les futures technologies TBD.

15. Exigences en balisage d'obstacle aérien et pour l'utilisation des terrains

À l'heure actuelle, Rogers n'a reçu aucune spécification de Transports Canada ou de NAV CANADA concernant l'éclairage des obstacles à l'aviation ou le dégagement pour l'utilisation des terres dans le cadre du projet proposé. Néanmoins, Rogers estime que la tour nécessitera d'éclairage. Dans l'éventualité où la tour proposée devrait être éclairée, l'éclairage de jour sera le suivant : un feu blanc clignotant de type CL-865 (20 000 candelas) au sommet (sans peinture), tandis que l'éclairage de nuit comprendra un feu rouge clignotant de type CL-864 (2 000 candelas) au sommet et deux feux rouges fixes CL-810 DOL (32,5 candelas) à mi-parcours, conformément à la norme 621 - Balisage et éclairage d'obstacles - Règlement de l'aviation canadien (RAC). Si ces spécifications sont inexactes, des informations supplémentaires vous seront fournies. Pour plus de détails, veuillez consulter :

www.navcanada.ca/fr/information-aeronautique/programme-dutilisation-de-terrains.aspx

<https://tc.canada.ca/fr/services-generaux/lois-reglements/liste-reglements/reglement-aviation-canadien-dors-96-433/normes/norme-621-balisage-eclairage-obstacles-reglement-aviation-canadien-rac>

16. Respect des codes et principes de génie

Rogers atteste que tous les ouvrages, installations et structures réalisés et érigés dans le cadre du projet proposé respecteront les codes applicables (Code national du bâtiment et de l'Association canadienne de normalisation – CSA S37-18), et seront conçus selon les principes de génie généralement reconnus, et les méthodes de construction respecteront les règles de l'art, y compris l'intégrité structurelle.

17. Code de sécurité 6 de Santé Canada

Rogers atteste que l'installation radio du projet proposé sera établie et exploitée de façon continue en conformité avec le Code de sécurité 6 de Santé Canada et les modifications qui pourront y être apportées, pour la protection du grand public, y compris tous les effets combinés de la colocation et des installations avoisinantes sur l'environnement radio local.

Pour plus de détails, nous vous invitons à consulter les sites du Gouvernement du Canada et de sources crédibles :

<http://www.ic.gc.ca/eic/site/smt-gst.nsf/fra/sf11467.html>

<https://www.canada.ca/fr/sante-canada/services/securete-et-risque-pour-sante/radiation/exposition-professionnelle-reglementation/code-securete-6-lignes-directrices-exposition-radiofrequences.html>

<https://www.canada.ca/fr/sante-canada/services/securete-et-risque-pour-sante/radiation/sources-rayonnements-quotidien/cellulaires-stations-base.html>

<https://www.who.int/news-room/q-a-detail/5g-mobile-networks-and-health> (anglais seulement)

18. Évaluation environnementale – Loi sur l'évaluation d'impact

Rogers affirme que le projet proposé n'est pas situé sur des terres fédérales et qu'il n'est pas lié à un projet désigné (selon la description dans le [Règlement désignant les activités concrètes](#)), ou qu'il est autrement expressément désigné par le ministre de l'Environnement, comme nécessitant une évaluation environnementale. Pour plus de détails concernant la Loi sur l'évaluation d'impact (L.C. 2019, ch. 28, art. 1) : <https://laws-lois.justice.gc.ca/fra/lois/l-2.75/page-1.html>

19. Cadre réglementaire d'Innovation, Science et Développement économique Canada

Le secteur des communications sans fil est une industrie réglementée par la Loi sur la radiocommunication du gouvernement fédéral et celle-ci est appliquée par Innovation, Sciences et Développement économique Canada. ISDE Canada a mis en place une procédure intitulée *Circulaire des procédures concernant les clients* (CPC 2-0-03 — Systèmes d'antennes de radiocommunications et de radiodiffusion) que tout promoteur doit suivre quant au choix d'emplacement ou de modification d'un système d'antennes.

De plus, Rogers est tenu de consulter l'autorité responsable de l'utilisation du sol (ARUS) de le Canton de Havelock-Belmont-Methuen afin de déterminer les exigences de consultations et de discuter des préférences locales concernant l'emplacement ou la conception du système d'antennes. De l'information additionnelle se trouve sur le site d'ISDE Canada : <https://ised-isde.canada.ca/site/gestion-spectre-telecommunications/fr/securite-conformite/faits-sujet-pylones>

20. Consultation publique et le processus local

Rogers est tenu de suivre la procédure de consultation publique du canton, dont une copie peut être obtenue en la demandant à Rogers.

Les installations de radiocommunication sont réglementées au niveau fédéral par la loi sur la radiocommunication. Le pouvoir d'approuver une installation de radiocommunication appartient à l'agence fédérale Innovation, Sciences et Développement économique Canada (ISED). L'ISED demande à Rogers d'examiner cette proposition avec le canton locale. Après avoir examiné cette proposition, le Canton de Havelock-Belmont-Methuen fera part de sa position à l'ISED et à Rogers.

21. Contact Information / Coordonnées des intervenants

Innovation, Science and Economic Development Canada

2 Queen Street East, Sault Ste. Marie, ON, P6A 1Y3

Tel: 1-855-465-6307

Fax: 705-941-4607

Email/Courriel: spectrumnod-spectredeno@ised-isde.gc.ca

Web: https://www.ic.gc.ca/eic/site/smt-gst.nsf/eng/h_sf11435.html

Rogers Communications Inc.

Eric Belchamber

Eric Belchamber and Associates

337 Autumnfield St., Kanata, ON, K2M 0J6

Tel: (613) 220-5970

Email/Courriel: eric.belchamber@rogers.com

Township of Havelock-Belmont-Methuen/Canton de Havelock-Belmont-Methuen

1 Ottawa St. East, P.O. Box 10

Havelock, ON, K0L 1Z0

Tel: (705) 778-2308 Ext. 777

Email/Courriel: planning@hbmtwp.ca

Invitation to Submit Feedback / Commentaires

Within the framework of the public consultation, we invite citizens to submit their written comments and concerns **by 5pm on October 19th, 2024 to:**

Dans le cadre de la consultation, nous vous invitons à nous faire part de vos commentaires **avant 17h00 le 19 octobre, 2024:**

Tower Installation Project / Projet d'installation de communication sans fil
Reference: **C3917 West Kosh Rd.**

Rogers Communications Inc.

Eric Belchamber

Eric Belchamber and Associates

337 Autumnfield St., Kanata, ON, K2M 0J6

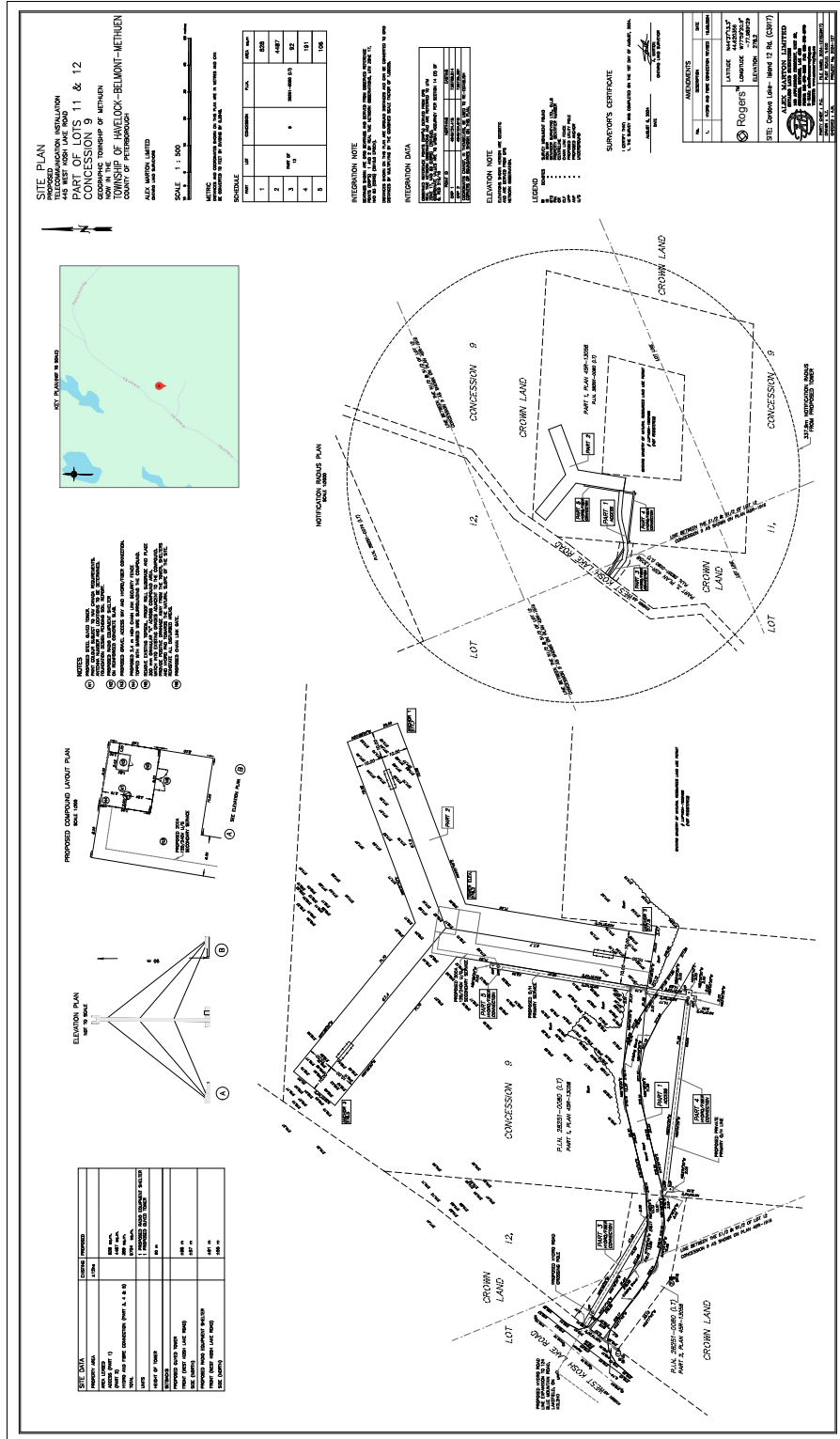
Tel: (613) 220-5970

Email/Courriel: eric.belchamber@rogers.com

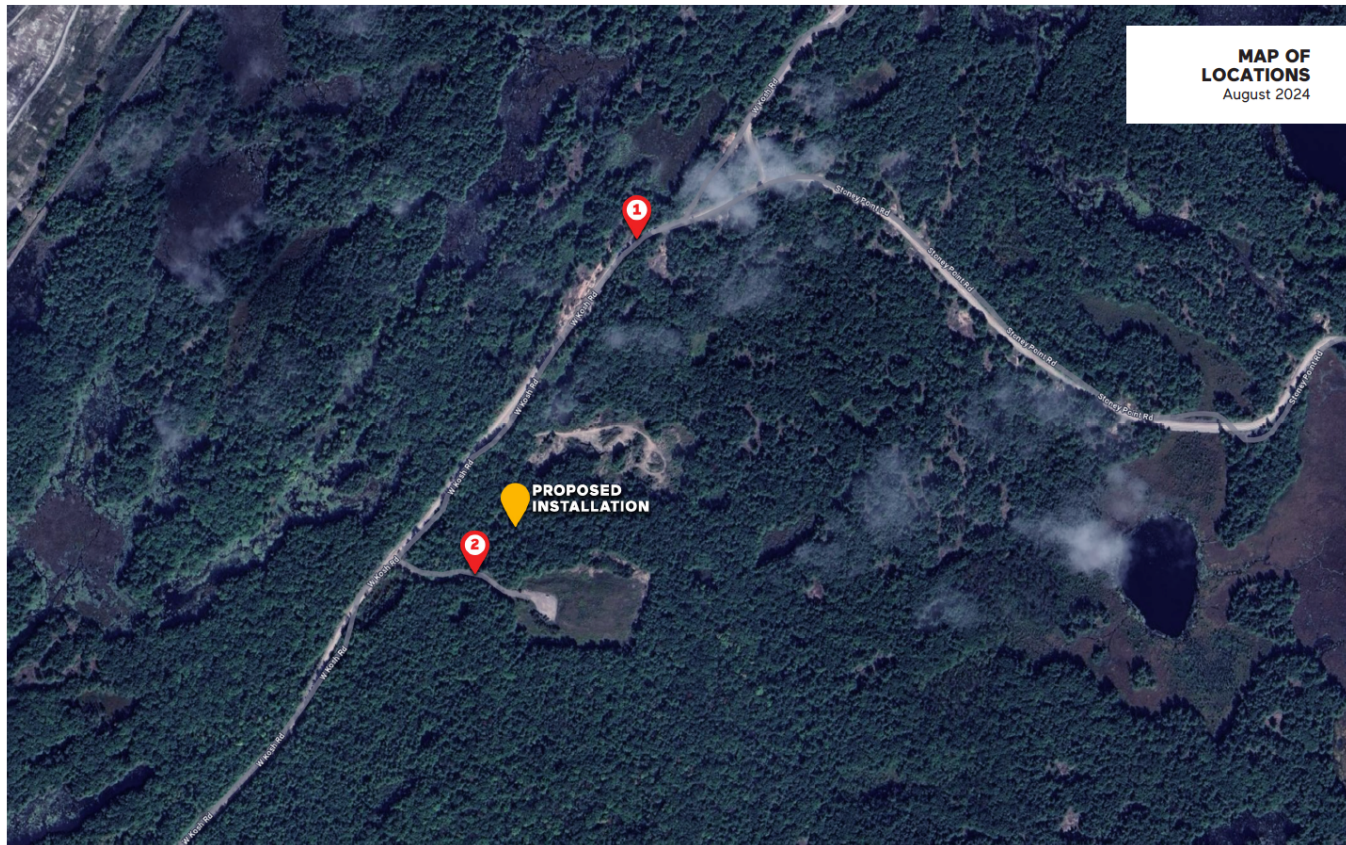
Appendix 1: Location map of the Proposed Installation
Annexe 1 : Carte de localisation du projet propose



Appendix 2: Site plan of the Proposed Installation
Annexe 2 : Projet de site arpenté



Appendix 3: Visual simulations of the Proposed Installation
Annexe 3 : Simulations visuelles du site proposé



C3917 WEST KOSH RD.



SIMULATION 1
August 2024

C3917 WEST KOSH RD.

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 409 METRES



SIMULATION 2
August 2024

C3917 WEST KOSH RD.

APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 83 METRES

October 21st, 2024

Township of Havelock-Belmont-Methuen
1 Ottawa Street East, PO Box 10
Havelock, Ontario
K0L 1Z0

Attention: Shari Gotschalk, Economic Development Officer

Re: Proposed Wireless Communication Site: C3917 West Kosh Rd.

On behalf of Rogers Communications Inc. (“Rogers”), I would like to submit for your review and consideration a summary of the municipal and public consultation process for the purpose of issuing a statement of concurrence, concerning a proposed wireless communication site to be located at 445 West Kosh Rd., Nephton.

Project Description & Proposed Location

Rogers is constantly improving and expanding its infrastructure to meet the ever-growing demand for high-quality reliable wireless voice and data services. The proposed site is needed to improve our wireless voice and data services in the community and is part of the EORN Cell Gap Project.

The proposed wireless communication installation consists of a 90m guyed communication tower and a walk-in equipment cabinet located within an enclosed compound.

This project is part of the EORN Cell Gap Project and will provide meaningful service improvements in areas of the province that otherwise would not meet the business case to fund and install a new wireless telecommunications tower in this area.

The EORN Cell Gap Project is designed to improve cell coverage across the area where people live, work and travel. It aims to provide:

- 99% of the area with voice calling services
- At least 95% of the area with standard-definition (SD) level services, such as video-app calls, basic app usage and streaming of SD video
- At least 85% of the area with service levels that can support streaming high-definition video and more data-intensive apps

The benefits of the EORN Cell Gap Project include:

- Closing coverage gaps
- Increased capacity on networks
- Increased public safety
- Improved municipal services & tourism experience
- Allows future development and new technology

The siting of a tower is not random, and careful consideration is applied as to where a tower should go to best fit into the network and ensure that there are no areas of service overlap or areas that have service deficiencies.

Municipal & Public Consultation Process

Rogers is regulated and licensed by Innovation, Science and Economic Development Canada (ISED, formerly Industry Canada) to provide inter-provincial wireless voice and data services. As a federal undertaking, Rogers is required by ISED to consult with land-use authorities in siting tower locations. The consultation process established under ISED's authority is intended to allow the local land-use authorities the opportunity to address land-use concerns while respecting the federal government's exclusive jurisdiction in the siting and operation of wireless and data systems.

The provisions of the Ontario Planning Act and other municipal by-laws and regulations do not apply to federal undertakings. Rogers is, however, required to follow established and documented wireless protocols or processes set forth by land-use authorities.

Rogers submitted an Application for an Antenna System to the Township of Havelock-Belmont-Methuen via email on September 10th, 2024 for a wireless communications installation to be located at 445 West Kosh Rd., Nephton.

The Township of Havelock-Belmont-Methuen has developed its own policy relevant for establishing telecommunication facilities in the Township and Rogers has completed the public notification and consultation required for communication towers.

Rogers distributed the attached Public Notification Package to the Ministry of Natural Resources & Forestry and Covia Canada Ltd., the 2 registered property owners within the required 337.9m radius of the proposed installation. The notice described the proposal and invited comments by mail, electronic mail, or phone before 5pm October 19th, 2024.

A newspaper ad was published in the September 19th edition of the Community Press, notifying the public of the proposal and inviting residents to provide comments by 5pm October 19th, 2024.

Rogers did not receive any comments.

Rogers has now fulfilled all circulation requirements under the Township's Policy #2024-03-19 as they pertain to the proposed new communication site to be located at 445 West Kosh Rd.

Rogers has followed all the necessary steps in accordance with the Policy's guidelines by:

- consulting with the municipality;
- advising the public of our proposal;
- addressing all reasonable and relevant concerns pertaining to our proposal; and
- keeping and producing all associated communications to ISED and the municipality.

Conclusion

Rogers takes concerns or suggestions expressed by the public as important elements to our proposal. As a result of the consultation process, no comments were received from the public.

Rogers feels that the newly proposed site is well located to provide improved wireless voice and data services in the targeted area. The newly proposed site is also situated and designed so as to have minimal impact on surrounding land uses.

Request for Concurrence

Rogers has now fulfilled all the requirements under the Township of Havelock-Belmont-Methuen's Policy #2024-03-19 as they pertain to the proposed new telecommunications site at 445 West Kosh Rd., Nephton.

In order to conclude this land-use consultation and meet ISED's requirements, Rogers Communications Inc. respectfully requests that our proposal be considered complete and that the Township of Havelock-Belmont-Methuen move forward with the assessment of the process Rogers has undertaken to date.

Rogers also requests that the Township of Havelock-Belmont-Methuen issue a formal Letter of Concurrence to Rogers with a copy to ISED in order to permit Rogers to move forward with the installation of the proposed wireless communication site.

Yours Truly,

Eric Belchamber, Site Acquisition Specialist
On behalf of Rogers Communications Inc., Network Implementation (613) 220-5970



November 5, 2004

Rogers Communications Inc.
Eric Belchamber, Site Acquisition Specialist
337 Autumnfield Street
Kanata, ON K2M 0J6
eric.belchamber@rogers.com

Via Email

Dear Mr. Belchamber:

**Re: Proposed Wireless Communication Tower – Site C3917
445 West Kosh Road, Township of Havelock-Belmont-Methuen**

The Township of Havelock-Belmont-Methuen accepts Rogers Communications Inc. (Rogers) submission to construct a 90-metre wireless communication tower and radio equipment cabinet, within an enclosed compound located on 445 West Kosh municipal waste transfer station property, to be constructed in accordance with the survey/site plan submitted to the Township on September 19, 2024.

The Council of the Corporation of the Township of Havelock-Belmont-Methuen concurs that the required public consultation has been completed and that the proposal by Rogers for tower site C3917 complies with all land use requirements.

As the “Designated Official” for the Township of Havelock-Belmont-Methuen and the official authorized and responsible for administering municipal matters related to Innovation, Science and Economic Development Canada (ISED) CPC-2-0-03, your proposal is fully compliant in the opinion of the Township.

Accordingly, this notice serves as the Township’s formal Letter of Concurrence concerning the proposed wireless communications tower C3917 to be located on 445 West Kosh municipal waste transfer station property.

Sincerely,

Bob Angione
Bob Angione, M.P.A., B. Admin.
Chief Administrative Officer/Clerk

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Josh Storey, Supervisor of Parks, Recreation and Facilities
Meeting Date: November 5, 2024
Subject: In-Kind Facility Rental Request – 1st Havelock Scouting Weekly Meetings

Purpose:

The purpose of this report is to obtain Council's approval regarding the request from 1st Havelock Scouting to hold their regular weekly meetings at the Town Hall.

Recommendation:

That Council provide approval of the in-kind facility rental for 1st Havelock Scouting to hold their regular weekly meetings at the Town Hall every Tuesday evening from 6:30pm – 8:00pm starting November 5, 2024, until November 4, 2025.

Background:

On October 19, 2024, staff received a request from 1st Havelock Scouting to hold their regular weekly meetings at the Town Hall.

1st Havelock Scouting requested 1 ½ hours of Town Hall rental Tuesday evenings from 6:30pm – 8:00pm for a years' time starting November 5, 2024, until November 4, 2025.

Staff would recommend council approve the in-kind facility rental request.

Financial Impact:

In-kind donation of 1 ½ hours of Town Hall rental every Tuesday evening from November 5, 2024, to November 4, 2025.

Attachment(s):

Request from 1st Havelock Scouting for their regular weekly meetings.

Respectfully submitted by:

Josh Storey

Josh Storey
Supervisor of Parks, Recreation and Facilities

In-Kind Facility Rental Request Form

The request for a in-kind facility rental request should be submitted no later that 30 days prior to the requested date of the facility rental.

The request will be directly submitted to the Supervisor of Parks, Recreation and Facilities for review and approval from Council will be required prior to the requested rental date.

Group/Organization Name:

1st Havelock Scouting

Event Name (if applicable):

Regular weekly meetings

Contact Information:

First Name *

Lorne

Last Name *

Benjamin

Phone Number *

Email Address *

Rental Information

Location of In-Kind Rental Request *

- Arena (Ice/Floor)
- Arena (use of park area or ball diamond)
- Rotary Park
- Town Hall

Please provide dates and times for your request, if you have multiple dates, please list all dates for this request *

Tuesday evenings between 6:30 pm and 8:00 pm on a regular basis for the next year.

Please provide details regarding your in-kind request? *

We would like to be able to continue using the Town Hall on Tuesday evenings between 6:30 pm and 8:00 pm on a regular basis for the next year.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: November 5, 2024
Subject: Strategic Plan

Purpose:

The purpose of this report is to present the Strategic Plan for adoption by Council.

Recommendation:

That the Strategic Plan is hereby adopted for the Township of Havelock-Belmont-Methuen.

Background:

Council embarked on a strategic planning process by hiring Praxis Consulting Inc. to guide the development of a Strategic Plan document. A key component in developing a strategic plan is to receive community input. Council chose to receive community input via a two-pronged approach that included a survey and public meetings.

The strategic plan survey was posted to the Township website on February 5, 2024. Survey responses were received electronically and via paper submission. The survey response period closed on March 4, 2024. A total of 526 responses were received with 522 being received electronically and 4 being received via paper submission.

On Tuesday, February 27, 2024 two public meetings were held to gather input from the community which informed the Township's Strategic Plan. The first session was held from 3:00 p.m. to 5:00 p.m. and the second session was held from 6:00 p.m. to 8:00 p.m. Both sessions were held at the Community Centre (Lions Hall). There were twenty (20) participants in session one and eighteen (18) participants in session two. Each session was divided into four breakout groups. The breakout groups were asked to answer a list of questions as provided by Praxis Consulting.

The data from the survey and the public meetings was compiled by Praxis Consulting. At the Special Open Session Council Meeting held on May 22, 2024 Praxis provided both the survey report and a consolidated themes report to Council.

A second Special Open Session Council Meeting was held on September 10, 2024 to discuss final themes of the Strategic Plan that included Mission, Vision, Values, Strategic Imperatives, Strategic Priorities, Goals, Progress Indicators and Actions.

The concluding Strategic Plan document, titled the 2025-28 Strategy Map, is attached to this report and is presented for final adoption.

Financial Impact:

There is no cost to adopting the Strategic Plan. Costs will be incurred to implement the deliverables.

Attachments:

1. Strategic Plan.

In Consultation With:

None.

Respectfully Submitted:

Bob Angione

Bob Angione
Chief Administrative Officer/Clerk

TOWNSHIP OF		Township of Havelock-Belmont-Methuen		2025-28 Strategy Map	
HAVELOCK-BELMONT-METHUEN					
External Vision					
We are proud of our vibrant, naturally beautiful, welcoming community with the high quality of life that exists within HBM.					
Mission					
HBM is a municipal corporation governed by elected officials. We serve residents, businesses, and visitors through the provision of public works, land use planning, emergency services, public facilities and recreation, and economic development.					
Vision					
HBM is a dynamic rural municipality experiencing steady growth. We are investment ready and fiscally stable. We ensure community attractiveness through environmental protection, attention to community aesthetics, and economic development.					
Values					
Integrity We are accountable, ethical, and honest in our governance and operations.		Respect We are fair, approachable, and empathetic to the needs of those we serve.		Achievement We get things done in a timely manner and fulfill our commitments.	
				Transparency We communicate openly with those whom we serve.	
				Collaboration We are better together and pride ourselves in being a strong partner.	
Strategic Imperative					
Citizen Satisfaction					
Deliverables	5.0 We meet our mission by accomplishing the following for those we serve:				
	5.1 Public Works 5.1.1 Water and well expansion 5.1.2 Wastewater master plan and treatment plant capacity expansion 5.1.3 Storm water masterplan 5.1.4 Road needs study & reconstruction plan, and implementation	5.2 Land Use Planning 5.2.1 Finalize new official plan 5.2.2 Overhaul of comprehensive zoning bylaw	5.3 Emergency Services 5.3.1 Equipment and vehicle replacement as per asset management plan	5.4 Community Facilities and Recreation 5.4.1 Outdoor sports complex (softball, pickleball, tennis) 5.4.2 Fitness centre addition 5.4.3 Westend Park upgrade 5.4.4 Long-term care facility completion 5.4.5 Medical centre feasibility assessment 5.4.6 AODA compliance	5.5 Economic Development 5.5.1 Investment attraction and employment lands inventory development 5.5.2 Formalize small business advisory services 5.5.3 Revitalize downtown core 5.5.4 Update economic development and tourism strategy
Customers	4.0 Our success comes from serving:				
	4.1 Residents "HBM provides excellent service and diverse offerings. I receive good value for my tax dollars."		4.2 Businesses "HBM enables a supportive business environment. My business has the best possible opportunity to thrive."		4.3 Visitors "HBM is beautiful and offers attractive amenities to support a variety of experiences. I enjoyed my memorable experience."
Financial Goals and Objectives	3.0 We ensure accountability and sustainability by:				
	3.1 Sustain: 3.1.1 Taxation levy relative to inflation 3.1.2 Funded asset management plan 3.1.3 Capital reserve fund maintenance			3.2 Growth: 3.2.1 Assessment growth 3.2.2 Capital grant revenue 3.2.3 User fee revenue	
Operations	2.0 We strive for operational excellence with specific emphasis in:				
	2.1 Process Automation 2.1.1 Automate billing/payment statements 2.1.2 Modernize forms and applications	2.2 Planning and Performance 2.2.1 Operational plan aligned with strategic plan 2.2.2 Measures reporting 2.2.3 Rolling strategic plan		2.3 Communications 2.3.1 Update website 2.3.2 Enhance community engagement	2.4 Municipal Office 2.4.1 Completion of plans for new administration building
Organization	1.0 We strive for organizational excellence with specific emphasis in:				
	1.1 Team Development 1.1.1 Customer-service culture 1.1.2 Competent, motivated workforce		1.2 Partnership Development 1.2.1 Contractor/Developer Relationship 1.2.2 County Relationship 1.2.3 Collaboration within HBM		1.3 Governance Excellence 1.3.1 Councilor training and development schedule 1.3.2 Internal and external communications

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: November 5, 2024
Subject: Agreement with the Township of Havelock-Belmont-Methuen Library Board and the Belmont-Methuen and Havelock Historical Society

Purpose:

The purpose of this report is to propose a written agreement between the Township of Havelock-Belmont-Methuen, the Township of Havelock-Belmont-Methuen Library Board, and the Belmont-Methuen and Havelock Historical Society for the use of space at the municipally owned building located at 13 Quebec Street.

Recommendation:

That staff is hereby directed to draft a written agreement between the Township of Havelock-Belmont-Methuen, the Township of Havelock-Belmont-Methuen Library Board, and the Belmont-Methuen and Havelock Historical Society for the use of space at the municipally owned building located at 13 Quebec Street.

Background:

Mayor Martin and the Chief Administrative Officer/Clerk met with members of the Belmont-Methuen and Havelock Historical Society on October 23, 2024. As per the attached letter, the Belmont-Methuen and Havelock Historical Society is requesting that the Historical Society be given the entire basement space of the library for the next six months in order to organize, inventory and prepare a public opening. During the meeting it was discussed that the arrangement regarding the sharing of space at the library building located at 13 Quebec Street has not been formalized in a written agreement. Staff recommend that a formalized, written agreement for the sharing of space at the library building located at 13 Quebec Street be drafted for the approval of the three parties involved.

Financial Impact:

There is no cost to drafting an agreement between the Township of Havelock-Belmont-Methuen, the Township of Havelock-Belmont-Methuen Library Board, and the Belmont-Methuen and Havelock Historical Society for the use of space at the municipally owned building located at 13 Quebec Street.

Attachments:

1. Letter from Belmont-Methuen and Havelock Historical Society.

In Consultation With:

None.

Respectfully Submitted:

Bob Angione

Bob Angione
Chief Administrative Officer/Clerk



Havelock, Ontario

Belmont-Methuen and Havelock Historical Society response to Sept. 17/24 Council Meeting:

It seems that many of us came away from this meeting with very different ideas about its success. Our presentation that told the history of our organization, explained our present uncomfortable position and outlined our hopes for the future was apparently not really heard by Council members. Somehow a letter from a private citizen was read in and accepted as part of our presentation. The Historical Society had never seen this letter and had certainly not asked Mr. Ellis to write it. We appreciate the support for our work expressed in the letter but it emphatically does not represent our position in relation to the Council. We regret that it has misled those present and for that reason we did come away agreeing that another meeting was necessary. At this time we hope you will give us a chance to make clear some facts that have been stated before but we feel are important to repeat..

1. We exist as an independent legal entity ie. a non-profit, registered charity.
2. In reference to the constitution of the Belmont Methuen and Havelock Historical Society – Special Provisions – item (e) “Upon the dissolution of the Organization and after the payment of all debts and liabilities, its remaining property shall be distributed or disposed of to charitable organizations which carry on their work solely in Canada.” (Constitution dated July 6, 1995)
3. We have been registered as a charity with the CRA as of Oct. 1, 1996 (registration #888061942RR0001) As such we are bound by Ontario law that in the event of our dissolution our Society is “required to distribute its remaining assets to other registered charities.”
4. We were incorporated as Belmont Methuen and Havelock Historical Society on May 16, 1997 (File Number: 337701-6)

These points should make it clear that we are in no position to become a committee of council and transfer our collection to the township even if we wished to do so. Council of course can create a Heritage or Havelock Historical Committee, but it would exist alongside the BMHHS.

Which brings us to the crux of the issue, at least from our point of view. We have several questions:

- Why is it important now that the township take control of the Historical Society?
- Why not do what we were led to believe six years ago that Council wanted and intended to do? When some members of council suggested to us that we apply for the Hucklebug space, we wrote to council with the following request: “As you are aware, for the last number of years the Belmont Methuen and Havelock Historical Society has been housed in the basement of the old town hall. We have appreciated the generous approval of council to keep our historical artifacts and documents there. However, this location does not lend itself to allow us to have meetings, interview folks about historical matters and to properly display items. We understand that the lower level of the library will soon be vacated with the daycare moving. With a potential move to this location we can envision more involvement by the public in this more welcoming and visible location. With more interaction with the public we anticipate more historical donations and exchange of historical information.” Obviously, we were referring to the entire basement space and until we were in the process of actually moving in, that is what we thought we were getting. In fact, according to Mr. Ellis’ letter, which is “bang on” according to the Mayor, the Council at the time, of which Mr. Ellis was a member, believed that we had been given the entire space.

- Why did the CAO, Deputy Mayor and perhaps other members of the present council think so too?
- How does Council explain this misunderstanding?
- Who had the authority to change the arrangement, apparently without the knowledge of Council?
- Why were we not informed that the Library Board requested the same space in July 2020?
- Or that the approval was granted to the Board on April 5, 2022?
- Why was this followed on April 19, 2022 with a motion to discuss BMHHS acquiring the same space? It would seem the Board found this confusing as well because they were back to council at the next meeting on May 3, 2022 to question it and were directed to meet with the staff and Historical Society to work out an arrangement.
- Why was the arrangement not followed? The terms were: the library board would hold a genealogy program in the rear portion of the main room. That was a good fit for Historical and would allow us the rest of the room for our materials. In addition, should a meeting space be needed by the board, space would be set up in what is now our “display” room. At that time the staff, Board and Historical Society were all happy with this situation. By the way, Council should know that the genealogy program has never used that space, we have no idea why.

From our point of view, Council has let us down. Your contradictory decisions have left us uninformed and confused. You have taken away the space we need to do what you want us to do and then criticized us for not getting it done. We both want the same thing. We want to preserve the past and share it with everyone who has an interest in the world in which their parents and grandparents made their lives. Knowing where and how they worked, raised their children, celebrated community and family events is a fascinating exploration. Learning how the mines and railways are the reason that Havelock even exists is a great story. The histories of families who've been here for generations can tell us the stories of events which shaped the entire county.

We have been doing this to the best of our ability. We do by the way keep records of, and provide receipts for, donations both financial and material. The suggestions from the Mayor and Councilor Clement that we are both incompetent and dishonest in our practices and that we do not appreciate the interest in and the value of our history have not sat well with our members. We have been doing our best with very limited resources. We have records going back decades that detail events in which we have participated. With your help we would like to do much more.

We understand that Council wants to make the best use of this property. From our perspective, much more would be gained by the community if the Historical Society were able to fully display our collection and open this space up, not just for special events but on a regular basis. The infrequent use of it presently by the library could probably be accommodated as well upstairs, as it must have been while Hucklebug was there. It would be easy enough, should the Library Board or the Library have need of extra space for some function, to make it available to them. It would only require that they notify us and delegate either Sandy Harris or a member of the Board to accept responsibility for the security of our property on that day.

We would like to respectfully suggest a trial resolution ie. the Historical Society be given the entire basement space for the next six months in order to organize, inventory and prepare a public opening. We are confident that all parties - Council, community members and Historical Society volunteers – will be happy with the results and wish to continue with that arrangement.

We thank Council for this opportunity to express our thoughts and concerns and sincerely appreciate your consideration of our request.

From: [REDACTED]
To: [Bob Angione](#)
Subject: LETTER FOR MEMBERS OF HBM COUNCIL
Date: October 23, 2024 3:27:30 PM

Good afternoon Mr. Angione:

Please provide the following to members of Havelock Belmot Methuen Council for inclusion on the agenda for the next Council Meeting.

It has come to my attention and that of some of my neighbours, that there has been a major change in sections of Jack Lake that are now classified as being at capacity for development.

In the past the Jack Lake community, through their cottage Association, was kept informed by the Province related to the studies undertaken related to protecting trout habitat in Jack Lake. Those scientific studies lead to the Province classifying Sharpes Bay at capacity for further development in 2017 which drastically reduces the potential development impacts including the creation of new lots along the existing large parcel of vacant lands on the east shore of Jack Lake (Sharpes Bay).

Now, without any public notifications, we learn that Council, based on reports from their planning staff, are taking the position that Sharpes Bay is not at capacity, but rather only Rathbun, Williams, McCoy and Long Bays are.

This has a major negative impact on development potential of individual lots of record and subsequently on property values in the new area determined by your staff to be at capacity and in fact increase values of large vacant parcels on Sharpes Bay.

I am requesting an explanation as to why this most significant change in land use regulations affecting Jack Lake would not be subject to public input and engagement of our impacted lake community.

I am requesting a timely response from Council in order that I can share it with other equally concerned cottage property owners.

Yours truly:

Charles Coffey

Past President of the Jack Lake Association and a cottage property owner since 1995

NEWS RELEASE

Province Appoints Dr. Jane Philpott as Chair of New Primary Care Action Team

New role and team will help connect every person in Ontario to primary health care within five years

October 21, 2024

[Ministry of Health](#)

TORONTO — To continue to implement [Your Health: A Plan for More Connected and Convenient Care](#), Dr. Jane Philpott will serve as chair and lead a new primary care action team with a mandate to connect every person in Ontario to primary health care within the next five years.

“Through record investments, our government is proud that Ontario has the best rate of access to regular health care providers in the country, including family doctors and primary health care teams,” said Sylvia Jones, Deputy Premier and Minister of Health. “There’s no one I trust more than Dr. Philpott with her considerable experience to keep moving us forward and get us across the finish line of connecting everyone in the province to more convenient primary health care within the next five years. Doing so will have enormous benefits for people’s health and wellbeing, as well as the province’s health care system by reducing pressures on emergency departments.”

According to the Canada Institute for Health Information, 90 per cent of people in Ontario have access to a regular health care provider, the highest rate in Canada. Dr. Philpott’s work will build on the considerable investments the province is making, including in primary health care teams and the largest expansion of medical schools in over a decade, to close the gap for the remaining 10 per cent of people who want to connect to a primary health care team.

Dr. Philpott explains that “Ontario can build a health system where the guarantee of access to a primary care team is as automatic as the assurance that every child will be assigned to a public school in their neighbourhood. Our goal will be for 100 per cent of Ontarians to be attached to a family doctor or nurse practitioner working in a publicly funded team, where they receive ongoing, comprehensive care and people can access that care in a timely way.”

Starting December 1, 2024, in her new role, Dr. Philpott will oversee this action-oriented group supported by the Ministry of Health that will enable the

connection of every Ontarian with primary care services within the next five years. Drawing on the best-in-class Periwinkle model designed by Dr. Philpott and colleagues in the Frontenac, Lennox and Addington Ontario Health Team with input from other primary health care leaders across the province, she will provide and implement an action plan ensuring the Minister of Health can further expand team-based primary health care across the province. This plan will include ensuring more convenient access to existing teams with better service on weekends and after-hours, reducing the significant administrative burden on family doctors and other primary care professionals and improving connections to specialists and digital tools.

Dr. Philpott currently serves as the Dean of the Faculty of Health Sciences at Queen's University and director of its School of Medicine. She previously held a number of senior roles in the Government of Canada, including Minister of Health, Minister of Indigenous Services and President of the Treasury Board, and spent more than 30 years in family medicine and global health. Dr. Philpott was previously appointed as a special advisor to the Ontario government to support the design and implementation of the Ontario Health Data Platform.

Quick Facts

- Since the introduction of the Your Health plan, Ontario has invested a total of \$110 million in primary health care teams across the province, helping connect 328,000 more people to primary health care teams in their community.
- Since 2018, Ontario has added over 12,500 new physicians to our workforce, including a 10 per cent increase in family doctors.
- Ontario has opened two new medical schools and expanded medical school seats adding more than 260 undergraduate and 449 residency spots immediately, eventually reaching more than 500 additional undergraduate spots and 742 residency positions.
- This expansion includes a special focus on increasing the number of family doctors, including by devoting approximately 70 per cent of the new postgraduate training seats at the York University School of Medicine to primary care once it has opened in 2028.
- Ontario was the first jurisdiction in Canada to adopt a publicly-funded Nurse Practitioner-Led Clinic model, allocating over \$50 million annually to connect nearly 95,000 Ontarians to primary care.

Media Contacts

Hannah Jensen
Minister Jones' Office
Hannah.R.Jensen@ontario.ca

We have recently updated Ontario Newsroom Subscription. You may receive additional emails. If you would like to update your subscription preferences or unsubscribe, click the 'manage your subscriptions' or 'unsubscribe' links down below.



Board of Health Meeting Summary

October 9, 2024

Stewardship Committee Report: 2025 Budget Preparation

Larry Stinson, Director of Central Service provided an overview of the projected 2025 budget. Early this year, Peterborough Public Health (PPH) and Haliburton Kawartha Pine Ridge District Health Unit (HKPR) submitted a business case to the province for funding to merge entities effective January 1, 2025. In the absence of a provincial decision, PPH's Stewardship Committee shared a projected 2025 budget based on the annual 1% base budget increase that the provincial government implemented effective January 1, 2024. With this prediction, Peterborough Public Health (PPH) would only see an increase of \$82,990 from the province leading to a budget shortfall of \$1.2 million that would need to be funded by local municipalities, a 42% increase to their 2024 contributions. Stinson explained that the lack of sustainable funding from the province to achieve the provincial mandate has been an ongoing issue that was offset for the past few years by one-time COVID-19 response funding. Matthew Graham, Chair of Stewardship Committee, explained that the merger funding would alleviate pressures on the base budget and reduce the impact on municipalities and First Nations significantly. Board members were asked to bring the proposed budget back to their municipal and First Nations councils to support advocacy to the province for a final decision on the potential 2025 merger.

Health Care Worker Influenza Immunization Coverage 2023-24

The Board of Health received a staff report from the Immunization Program detailing influenza vaccination coverage rates for local health care settings, including Peterborough Regional Health Centre (PRHC) and long-term care homes (LTCH). According to the report, there were 809 lab-confirmed influenza cases in the 2023-2024 surveillance season and 19 outbreaks. A decrease in immunization rates was observed in 2023-2024 among healthcare workers in high-risk settings compared to the previous year. Specifically, in 2023-2024, 66.3% of PRHC staff and 57.0% of LTCH staff received influenza immunizations, compared to 69% and 64.8% the previous year. These declines may be attributable to immunization fatigue, which may have influenced staff decisions to not pursue immunization. Low rates of immunization in the LTCH sector were exacerbated by health human resource challenges observed during the pandemic, including loss of staff during the influenza surveillance season.

2024-25 Respiratory Season Update

Gillian Pacey, Infectious Diseases Manager, and Carolyn Pigeau, Epidemiologist, and Patti Fitzgerald, Clinical Service Manager delivered a presentation outlining local data and anticipated trends heading into the 2024-2025 respiratory virus season. Local data shows that outbreaks of COVID and other respiratory viruses have remained steady over the summer despite typical seasonal declines. Pacey also shared that the number of outbreaks appear to be trending higher in 2024 compared to previous years.

Pacey outlined efforts to prepare for the upcoming respiratory virus season. During the summer, PPH and community partners completed outbreak and surge management planning to ensure readiness and a robust response should there

be a sudden increase in cases locally. This effort is complemented by an internal respiratory virus surge plan to ensure adequate resources are in place in the event of a sudden increase in outbreaks locally.

With respect to vaccination, Fitzgerald noted that residents can begin to receive their COVID-19 and Influenza vaccine starting next week for high-risk residents, opening to all residents over the age of 6 months later in the month. New this year is the availability of an RSV vaccine for newborns and children with high-risk medical needs under the age of 2 years. These vaccines will be administered at the hospital for newborns or by a healthcare provider. Residents may continue to visit PPH's COVID-19 and Respiratory Virus Index for weekly updates to risk levels and relevant data based on local data.

Food For Kids Student Nutrition Program Annual Report 2023-24

Luisa Magalhaes, Registered Dietitian, and Angela Fuchs, Community Development Coordinator with Peterborough Child Family Centres provided an update on local student nutrition programs (SNP). 51 schools in Peterborough City and County benefit from SNPs serving over 19,000 students. SNPs are universally run allowing every student to access nutritious food for free to support learning, healthy eating habits, and academic success. Magalhaes shared that Ontario invests \$.10 per student, the lowest funding in the country, leading to barriers in adequately funding local programs as food prices are rising. Recently, the Federal government promised financial support for school food programs pending an agreement with Provincial governments. The Board of Health agreed to communicate with provincial and local stakeholders the importance of negotiating and signing an agreement that will see federal funding to support provincial student nutrition programs. Along with asking the province to increase their funding contribution by 29 cents per student to match the national median of 39 cents per student.

TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: November 5, 2024
Subject: Councillor Activity Report

Purpose:

The purpose of this report is to provide a summary of Council Member activities including Committee Liaison meetings.

Recommendation:

That the report of the Chief Administrative Officer/Clerk providing a summary of Council Member activities including Committee Liaison meetings be received for information.

Background:

The summary of Council activities including Committee Liaison meetings is as follows and reflects submissions received:

Kathy Clement

1. Library Board Meeting Agenda – October 17, 2024

Jim Martin

1. Crowe Valley Conservation Authority – Municipal Brief

Financial Impact:

There is no financial impact associated with the summary of Council activities on this meeting's agenda.

Respectfully Submitted:

Bob Angione

Bob Angione, Chief Administrative Officer/Clerk

**TOWNSHIP OF HAVELOCK-BELMONT-METHUEN
LIBRARY BOARD MEETING
AGENDA**

Thursday October 17th, 2024 2pm
Cordova Library

Call to Order:

Conflict of Interest Disclosure:

Minutes: September 13th, 2024

Treasurer's Report:

Librarian's Report:

Correspondence:

Other Business: Agreement between Library Board and Cordova Mines Recreation Association and picnic tables

Committee of the Whole in Camera:

For Your Information:

Adjournment:

LIBRARY BOARD MEETING

A meeting of the Havelock-Belmont-Methuen Library Board was held Thursday September 12th, 2024 at the Havelock Library

Members Present: Robbie Beatty, Carolyn Knowles, Kathy Clement, Connie Whitmore and Joy Brickell

Staff Present: CEO Sandy Harris, Branch Head Nancy Law,

Chairperson Robbie Beatty called the meeting to order at 1:58 p.m. and reminded the Board members of the conflict of interest disclosure.

Minutes:

Motion that the minutes from June 27th, 2024 be approved and adopted as circulated

L-32-24

Moved by Joy Brickell

Seconded by Connie Whitmore

Carried

Treasurer's Report

The Library Board discussed next year's budget. There was a discussion about buying two picnic tables for the back of the Havelock Library.

Motion to take money from the Smile Cookie Campaign for two picnic tables in the back of the Havelock Library with in kind partnership with the township to install the picnic tables

L-33-24

Moved by Carolyn Knowles

Seconded by Kathy Clement

Carried

Chairperson Robbie Beatty is to talk to the treasurer Lionel Towns about the reserve fund for the Library Board. The Board only asked to increase the budget on special programming by \$500.00, software by \$1000.00 and insurance by \$200.00. Kathy Clement is going to talk to the treasurer about the agreement between North Kawartha and Kosh Lake, if the Library Board still needs to pay North Kawartha.

Librarians Report

CEO Sandra Harris gave an oral Librarians Report. She told the Board that the Domain name has been renewed, and that the Public Library Operating Grant (PLOG) is available. Also discussed the programs the Library held this summer which included the TD Summer Reading program, Washboard Hank and Discovering Dinosaurs. Branch Head Nancy Law told the Board that the knitting/crocheting club would like to hold a sale which would include a book sale in November.

Motion to accept Librarians Report

L-34-24

Moved by Carolyn Knowles

Seconded by Joy Brickell

Carried

Correspondence

None

Other Business

The Board was given a draft copy of an agreement between the Board for the Cordova Library and the Cordova Mines Recreation Association

Motion to accept the draft agreement between the Library Board for the Cordova Library and the Cordova Mines Recreation Association

L-35-24

Moved by Carolyn Knowles

Seconded by Joy Brickell

Carried

Next meeting Thursday October 17th, 2024 at the Kosh Lake Library at 2 pm

Adjournment:

Motion that the meeting be adjourned at 3:35 p.m.

L-36-23

Moved by Connie Whitmore

Seconded by Carolyn Knowles

Carried

Chairperson

Secretary



Crowe Valley Conservation Authority Municipal Brief

**Meeting – 19 September
2024**

Board Members Present

Ron Derry
Municipality of Marmora and
Lake

Jerry Chadwick
Tudor and Cashel Township

Michael Metcalf
Municipality of Trent Hills

Paul Ordanis
Wollaston Township

Jeremy Solmes
Township of Stirling-Rawdon

Colin McLellan – Vice-Chair
Township of North Kawartha

Jim Martin - Chair
Township of Havelock-Belmont-
Methuen

John O'Donnell
Township of Faraday

Shawn Pack
Township of Limerick

Board Members Absent

Dave Burton
Municipality of Highlands East

Staff Members Present

Tim Pidduck
General Manager, CVCA

Amanda Donald
Recording Secretary, CVCA

Kelsey Davidson
Regulations Officer, CVCA

Andrew McIntyre
Regulations Officer, CVCA
Source Water Protection Lead,
CVCA

Full Authority Board Meeting

Regulations & Planning Reports

- Kelsey Davidson informed the Board 51 permits, 38 planning files & 32 Property Inquiries were completed since the previous Board meeting
- A motion was passed to receive the Regulations & Planning reports

2025 Budget Deliberations

- Tim Pidduck informed the Board two version of the draft 2025 budget will be presented to the Board at the next meeting
- There was discussion on potentially hiring an additional Regulations Officer in the second half of 2025, the reduction of permit numbers and trends, violations, and updating computers

Draft Volunteer Policy

- A motion was passed to defer the draft volunteer policy to the November meeting

Flood Hazard Identification Mapping Project

- Andrew McIntyre informed the Board the FHIMP is now completed
- He reminded the Board, the project was funded 50% through Provincial funding and 50% from CVCA and EXP Engineering was hired to complete the project
- There was discussion on the reports and a motion was passed to defer the FHIMP to the November 2024 Board meeting to allow Board member & Municipal partners time to review the reports

WECI Project Update

- Tim Pidduck informed the Board the Marmora Dam fencing project was approved for 2025
- Tim reminded the Board he has had meetings with Marmora and Lake council regarding this project



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Administrative Review Appointment

- Tim Pidduck informed the Board either Board or staff members need to be appointed to complete Administrative reviews of regulations permits when requested as part of the changes to the Conservation Authorities Act
- A motion was passed to appoint the General Manager to complete Administrative Reviews and have the Administrative Assistant be the alternate

General Manager's Report

- Tim Pidduck updated the Board on CVCA online mapping tool informing them it would be available on the website soon

Other Business

- A motion was passed to have future virtual Board meeting begin at 9:00am

Watershed Advisory Hearing

Regulations Hearing – Permit 096/24

- Beth Lowe gave a presentation outlining the background & timeline of the application, the proposed development of a dwelling & septic within a wetland adjacent to Wollaston Lake
- The staff recommendation is to deny the permit as CVCA policies do not allow for development within a wetland on vacant land
- The applicant Mr. Capel and Mr. Rob West of Oak Ridge Environmental gave the Board a presentation
- A motion was passed to approve permit 096/24 with the recommendations from the EIS as conditions of the approval

Next Full Authority Board Meeting: 21 November 2024



Crowe Valley
Conservation

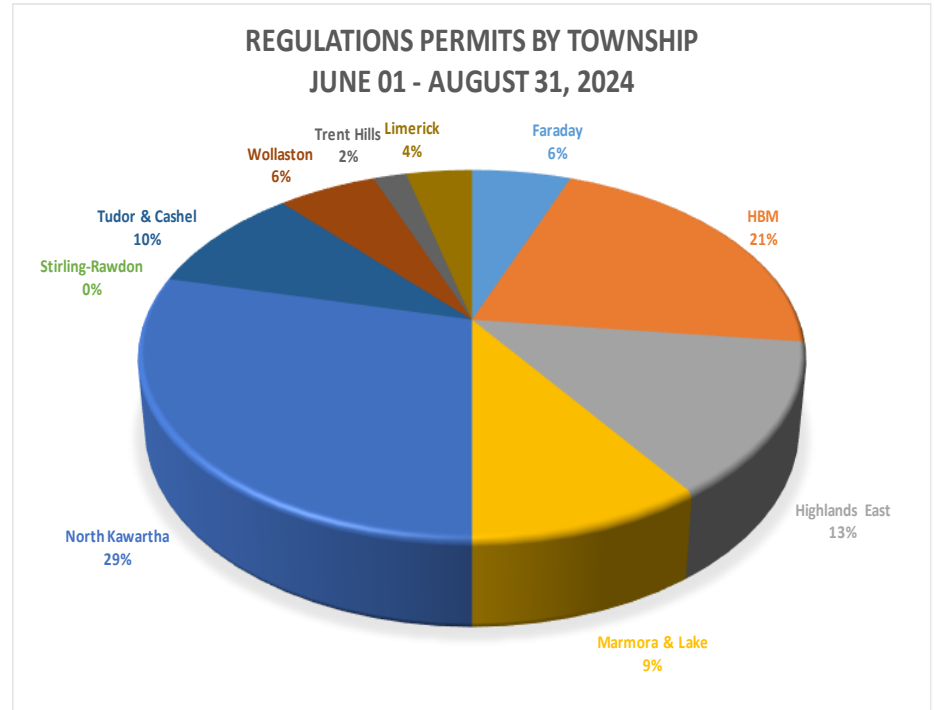
70 Hughes Lane
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K0K 2K0

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Fax: (613) 472-5516

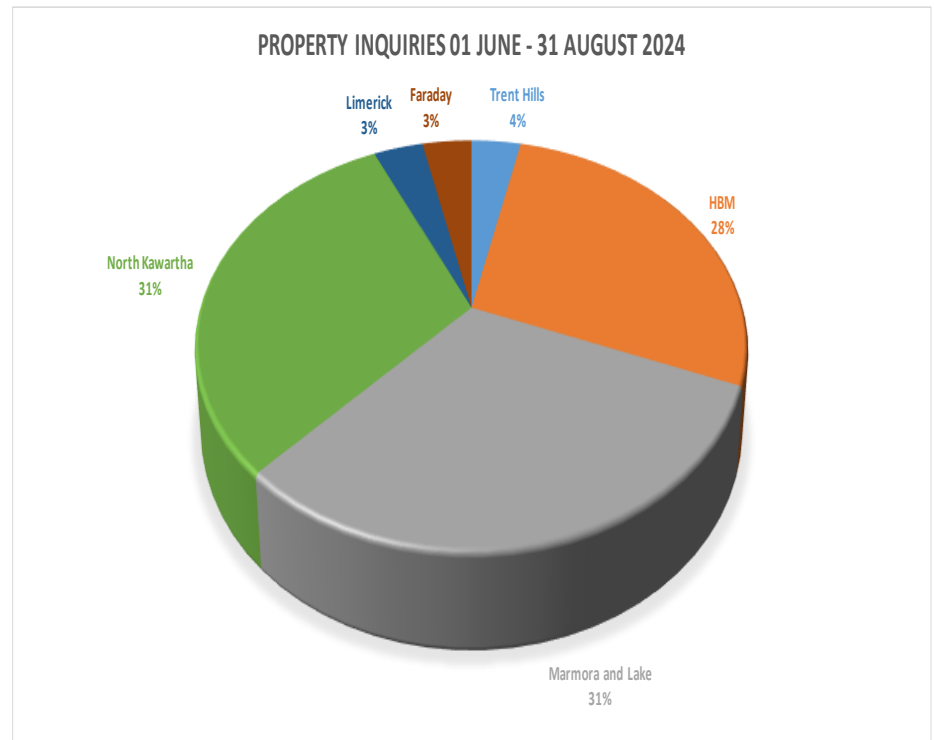
www.crowevalley.com
info@crowevalley.com

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Regulations Figures:



Property Inquiries:



TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council
From: Bob Angione, Chief Administrative Officer/Clerk
Meeting Date: November 5, 2024
Subject: Other Business Items

Purpose:

The purpose of this report is to provide a summary of Other Business items identified by Members of Council and not listed earlier on this meeting's agenda.

Recommendation:

That the report of the Chief Administrative Officer/Clerk providing a summary of Other Business items identified by Members of Council be received for information; and further

That any items requiring follow-up action be considered through an appropriate resolution of Council.

Background:

1. Beverly Flagler, Councillor
Re: Mid 7th Unopened Road Allowance – Request for Gravel
2. Shari Gottschalk, Economic Development Officer
Re: Draw for \$100.00 Gas Gift Card

Financial Impact:

The cost for taking four to five dump truck loads of fill to the Mid 7th Line unopened road allowance will be labour and machine time. There will be no cost for material as fill will be obtained from material obtained from previous road reconstruction projects.

Respectfully Submitted:

Bob Angione

Bob Angione,
Chief Administrative Officer/Clerk

From: [Beverly Flagler](#)
To: [Peter Lauesen](#)
Cc: [Bob Angione](#)
Subject: RE: North 7th Line road allowance
Date: October 3, 2024 1:16:54 PM

That would be great and yes I will

Thank you Bev

From: Peter Lauesen <PLauesen@hbmtwp.ca>
Sent: 3-Oct-24 10:23 AM
To: Beverly Flagler <BFlagler@hbmtwp.ca>
Cc: Bob Angione <BAngione@hbmtwp.ca>
Subject: FW: North 7th Line road allowance

Good morning, Councillor Flagler

As per the email below, I have spoke with Glen regarding the section of unopen road allowance on the Mid 7th Glen feels that 4 or 5 dump truck loads of fill would fix up the section in the unopened road allowance. The Public Works Dept is willing to help but this should come to Council for approval as there is a by-law restricting any upgrades to these unopened road allowances. Councillor Flagler would you like to bring this request to the next Council meeting as a New Business item?

Best Regards,

Peter Lauesen - CRS

Manager of Public Works

Township of Havelock-Belmont-Methuen

Phone: (705) 778 2481 **Fax:** (705) 778 5248

From: Bob Angione <BAngione@hbmtwp.ca>
Sent: October 3, 2024 9:45 AM
To: Peter Lauesen <PLauesen@hbmtwp.ca>
Subject: FW: North 7th Line road allowance

FYI Peter:

From: Glen Carman [REDACTED]
Sent: September 30, 2024 4:53 PM
To: Beverly Flagler <BFlagler@hbmtwp.ca>
Cc: Bob Angione <BAngione@hbmtwp.ca>
Subject: Re: North 7th Line road allowance

I have removed the sign in question.

By all means , feel free to reach out to me [REDACTED]

I have talked to Peter Lauesen regarding this and he thought that there might be some gravel coming out of the George St project that might be suitable.

The road allowance south of where we did the trail project a few years ago has deteriorated alot from ATV use the past couple of years and I don't think we can get our groomer through until it gets some repair.

Thanks

Glen

On Mon, Sept 30, 2024, 1:34 p.m. Beverly Flagler <BFlagler@hbmtwp.ca> wrote:

Hello, In talking with Glen regarding snowmobile sign on road allowance, he has stated the road needs some gravel. Please feel free to contact him for the details.

Thank you Bev

4.2.7 Use of Unopened Road Allowances

Unopened road allowances will generally be retained by the Municipality, with the exception noted in Section 4.2.8.

The Municipality may, at its sole discretion, and subject to whatever conditions are deemed appropriate, open and improve any portion of a road allowance to permit its use by the public for road purposes, recreational trail purposes, access to waterbodies, or such other uses as deemed appropriate.

The Municipality may, at its sole discretion, and subject to whatever conditions are deemed appropriate, permit use of an unopened road allowance for privately maintained roads, driveways, recreation trails, access to waterbodies, or such other uses as deemed appropriate.

Where Council permits use of an unopened road allowance, such uses will conform to the Township's operational policies.

Tree cutting within an unopened road allowance is not permitted except for a road or trail right-of-way as otherwise permitted in accordance with Section 4.2.7, or for timber harvesting, as approved by Council.

4.2.8 Closing and Conveyance of Road Allowances

Generally, it is the position of Council that the ownership of unopened road allowances will remain with the Township.

However, Council may, at its sole discretion, consider closing and conveying a road allowance if one or more of the following circumstances applies:

- a shore road allowance that abuts and is directly in front of a shoreline lot, where there are no other matters of public interest identified;
- an original road allowance or a road allowance dedicated on a plan of subdivision, only where deemed appropriate by the Municipality to specifically resolve an encroachment of a building or structure from an abutting lot and where suitable, alternative public access is provided or available;
- an original road allowance or a road allowance dedicated on a plan of subdivision to address a topographic constraint which hinders the proper development of an abutting lot, only where deemed appropriate by the Municipality and where suitable, alternative public access is provided or available;
- an original road allowance that bisects a proposed plan of subdivision, only where deemed appropriate by the Municipality and where suitable, alternative public access is provided or available; or
- where the Municipality has negotiated an exchange of land with a property owner to provide more suitable public road or water access.

If Council has passed a by-law to close any portion of a road allowance, the Township may retain title to the lands or may convey some or all of the lands. Any portion of a road allowance, located below the high water mark of a waterbody will be retained in public ownership.

Where the Township is requested to convey any portion of a closed road allowance, Council may as a condition of such conveyance require one or more of following:

- require the exchange of other property to provide appropriate land or water access;
- limit the conveyance to a suitable envelope, as determined at the sole discretion of Council, around an encroachment from an abutting property;
- notify all abutting landowners, including the Ministry of Natural Resources, of the conveyance;
- require the removal of inappropriate located accessory buildings; or
- require the prospective owner of such lands to assume responsibility for surveying the lands and paying all costs associated with preparing any documents necessary to effect the land transfer.

The Township will normally not close and convey road allowances if any of the following apply.

- the road allowance provides suitable access to a lake or river, unless the applicant can demonstrate to Council's satisfaction that there is already adequate public access to the water body.
- closing the road allowance would restrict demonstrated existing public access and use along the road allowance, and this access and use cannot be readily relocated to another road allowance.
- a recreational trail club uses the road allowance, and the trail cannot be readily relocated.
- protection of the road allowance for possible future recreation or public service purposes is of significant interest to the Township.

4.2.9 Wayside Pits and Quarries; Portable Asphalt and Concrete Plants

Wayside pits and quarries, portable asphalt plants and portable concrete plants uses on public authority contracts shall be permitted, without the need for an official plan amendment, rezoning or development permit under The Planning Act in all areas, except those areas of existing development or particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.



HBM TOWNSHIP LAUNCHES *NEW* FACEBOOK & INSTAGRAM ACCOUNTS.

The Township of Havelock-Belmont (HBM) has launched a *new* Township of Havelock-Belmont-Methuen Facebook page and @townshipofhbm Instagram account. Follow our Facebook and/or Instagram accounts for dynamic municipal notices, road and emergency alerts, planning notices, and much more! Follow prior to September 1, 2024, for a chance to WIN a \$100 GAS gift card.

PLANTING SEEDS FOR ENHANCED COMMUNICATION

HBM Township has also launched an updated website, same address www.hbmtwp.ca but new look, with improved navigation, and pertinent information. Be sure to subscribe or re-subscribe to:

1. Township News – for press releases, hiring notices, road closures and alerts, planning notices, and much more. Subscribe to Township NEWS today at <https://www.hbmtwp.ca/subscribe/>.
2. Council Calendar - for Council meeting notices, agendas, and YouTube meeting videos. Subscribe to the Council Calendar today at <https://events.hbmtwp.ca/council/Subscription>.
3. Community Calendar – for community events such as daily, weekly, and monthly recreational and social activities, as well as local fundraising events. Subscribe to the Community Calendar today at <https://events.hbmtwp.ca/default/Subscription>.

Note: When you subscribe to Township News you can tailor your subscription profile to also include information relating to Fire Bans, Construction Notices, Water Advisories, Garbage & Recycling, and Roadwork/Street Cleaning/Snow Removal.

The township's enhanced communications includes the new Township of Havelock-Belmont-Methuen Township Facebook page and the launch of @townshipofhbm Instagram page to better engage followers of all demographics. Communication will be shared through the following ways:

1. Stories – frequent, compelling news (visible for 24-hours)
2. Reels – short, engaging entertaining videos
3. Posts – notices, alerts, and updates
4. Events – Township and community events

Remember to FOLLOW our Township Facebook and Township Instagram pages prior to September 1, 2024, for a chance to WIN a \$100 GAS gift card.

We've planted seeds for enhanced communication. Follow and/or subscribe and help us to grow.

#ptbocounty #communication #hbmtwp #stayinformed

**Corporation of the
Township of Havelock-Belmont- Methuen**

By-law Number 2024 – 077

Being a by-law to confirm the proceedings of the Regular Meeting of the Council of the Township of Havelock-Belmont-Methuen held on November 5, 2024.

WHEREAS the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, Section 238 (2), provides that every municipality and local board shall pass a procedure by-law for governing the calling, place and proceedings of meetings.

NOW THEREFORE, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

1. That the actions of the Council at its meeting held on the fifth day of November, 2024 A.D. in respect to each recommendation and action by the Council at its said meeting, except where prior approval of the Ontario Municipal Board or other statutory authority is required, is hereby adopted, ratified and confirmed.

2. That the Mayor and the Clerk of the Township of Havelock-Belmont-Methuen are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Read a first, second, and third time and finally passed in Open Council this 5th day of November, 2024.

Jim Martin, Mayor

Robert V. Angione, Clerk