

# **Township of Havelock-Belmont-Methuen Regular Council Meeting Agenda**

**Date:** Tuesday, April 1, 2025

**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 Zoom Invitation Link](#)

Meeting ID: 840 9874 4319  
Passcode: 494503

## **Call to Order**

Mayor Martin will call the meeting to order.

## **Land Acknowledgement**

## **Moment of Silent Reflection**

## **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. Regular Council Meeting – March 18, 2025

## **Delegations and Presentations**

None.

## **Staff Reports for Information**

1. Travis Toms, Chief Building Official  
Re: Building Department Activity Report – January 2025

## **Staff Reports for Follow-up Action**

1. Shari Gottschalk, Economic Development Officer  
Re: George Street West Revitalization Plan
2. Bob Angione, Chief Administrative Officer/Clerk  
Re: Conference Attendance Policy

## **Correspondence**

Action Items

1. Township of North Kawartha Reports to Council and  
Public Comments Received  
Re: Jack Lake Boat Launch

Information Items

None.

## **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**

None.

## **By-Laws**

1. By-law 2025-025 Being a by-law to adopt the estimates for 2025, to establish and adopt tax rates, and to provide for a minimum tax.

## **Closed Session**

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

Section 239(k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

## **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 April 1, 2025.

## **Adjournment**

**Next Regular Meeting**  
**Tuesday, April 15, at 9:30 a.m.**

**Township of Havelock-Belmont-Methuen  
Regular Council Meeting  
Video Conference  
March 18, 2025  
Minutes**

A Regular Meeting of the Council of the Corporation of the Township of Havelock-Belmont-Methuen was held on March 4, 2025 at 9:30 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  
Jerry Doherty, Councillor  
Beverly Flagler, Councillor

**Staff:**

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

**Regrets:**

Kathy Clement, Councillor  
Bianca Boyington, Deputy Clerk

**Call to Order**

Mayor Martin called the Regular meeting to order.

**Land Acknowledgement**

Mayor Martin read the Land Acknowledgement.

## **Moment of Silent Reflection**

### **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.

### **Minutes**

R-131-25      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Doherty

That the minutes of the Regular Council Meeting held on March 4, 2025 and the Special Council Meeting held on March 7, 2025 be approved and adopted as presented.

Carried.

### **Delegations and Presentations**

1. Matthew Philip, Senior Project Lead  
Unity Design Studios  
Re: Community Centre Fitness Gym Design Review

R-132-25      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Flagler

That Unity Design Studio is hereby authorized to complete an Exhibit of Record contract and submit a Design Development Package to the Township by end of March pertaining to the Community Centre Fitness Gym; and further

That the Township is enabled to use the Design Development Package to be costed by a third-party cost consultant; and further

That the Township is authorized to use the Design Development Package for future Grant opportunities.

Carried.

2. Cordova Mines Recreation Association - Clare Matthews  
Re: Summary of Events and Financial Update for 2024

R-133-25      Moved by Deputy Mayor Webb

Seconded by Councillor Doherty

That the delegation from Clare Matthews regarding the Cordova Mines Recreation Association summary of events and financial update for 2024 be received for information.

Carried.

R-134-25     Moved by Councillor Doherty  
                  Seconded by Deputy Mayor Webb

That the Regular Council Meeting be suspended at 10:15 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 Amendment**

1. Samantha Deck, Planner  
   Re: Zoning By-law Amendment – Gord Tucker  
   Part Lot 31, Concession 10 (Shady Lane)  
   ARN: 1531-010-007-66700

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 Part Lot 31, Concession 10 located on Shady Lane with no municipal address, Assessment Roll No. 1531-010-007-66700.

The subject lands are currently zoned 'Rural (RU)'. The application proposes to rezone the subject lands to 'Special District 293 (S.D. 293) Zone' and 'Special District 294 (S.D. 294) Zone' introducing site specific regulations to facilitate the creation of two (2) new lots, one with reduced frontage and one with reduced lot area.

The Township Planner provided an overview regarding the application and advised that this Public Meeting was held under Section 34 of the Planning Act. A notice of the public meeting was given by prepaid first-class mail to every owner of land within 120 metres of the area to which the application applies. A notice was also clearly posted on the property to which the application applies. Notice was also provided to the prescribed ministries and agencies and posted on the Township website.

Notice was circulated to prescribed agencies for review.

Mayor Martin invited questions and comments from Council.

R-135-25     Moved by Deputy Mayor Webb  
                  Seconded by Councillor Doherty

That the Zoning By-law Amendment application in the name of Gord Tucker is hereby approved and that the requisite by-law be adopted during the Open Session Regular Council Meeting.

Carried.

2. Samantha Deck, Planner

Re: Zoning By-law Amendment – Robert and Rita Foran  
Part Lot 30, Concession 10 (119 and 129 Shady Lane)  
ARN: 1531-010-007-66601 and 1531-010-007-66615

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 Part Lot 30, Concession 10, having municipal address of 119 Shady Lane and 129 Shady Lane, Assessment Roll No. 1531-010-007-66601 and 1531-010-007- 66615.

The subject lands are currently zoned 'Seasonal Residential (SR) Zone' and 'Special District 100 (S.D. 100) Zone'.

The application proposes to rezone the subject lands to 'Special District 291 (S.D. 291) Zone' introducing site-specific regulations to facilitate the lot addition application for the construction of a new accessory structure.

The Township Planner provided an overview regarding the application and advised that this Public Meeting was held under Section 34 of the Planning Act. A notice of the public meeting was given by prepaid first-class mail to every owner of land within 120 metres of the area to which the application applies. A notice was also clearly posted on the property to which the application applies. Notice was also provided to the prescribed ministries and agencies and posted on the Township website.

Notice was circulated to prescribed agencies for review.

Mayor Martin invited questions and comments from Council.

R-136-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Doherty

That the Zoning By-law Amendment application in the name of Robert and Rita Foran is hereby approved and that the requisite by-law be adopted during the Open Session Regular Council Meeting.

Carried.

3. Samantha Deck, Planner

Re: Zoning By-law Amendment - Oren Steinman & Shery Wasser  
Part Lot 28, Concession 9 (1022 Fire Route 89)

ARN: 1531-010-007-65300

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 Part Lot 28, Concession 9, having municipal address of 1022 Fire Route 89, Assessment Roll No. 1531-010-007-65300.

The subject lands are currently zoned 'Seasonal Residential (SR) Zone'.

The application proposes to rezone the subject lands to 'Special District 292 Holding (S.D. 292-H) Zone' introducing site-specific regulations to facilitate the construction of a new seasonal recreational dwelling. A Holding Provision (H) has been affixed to the zoning to ensure the recommendations from the Scoped EIS are registered on title.

The Township Planner provided an overview regarding the application and advised that this Public Meeting was held under Section 34 of the Planning Act. A notice of the public meeting was given by prepaid first-class mail to every owner of land within 120 metres of the area to which the application applies. A notice was also clearly posted on the property to which the application applies. Notice was also provided to the prescribed ministries and agencies and posted on the Township website.

Notice was circulated to prescribed agencies for review.

Mayor Martin invited questions and comments from Council.

R-137-25      Moved by Councillor Flagler  
                    Seconded by Councillor Doherty

That the Zoning By-law Amendment application in the name of Oren Steinman & Shery Wasser is hereby approved and that the requisite by-law be adopted during the Open Session Regular Council Meeting.

Carried.

## **Planning:**

1. Samatha Deck, Planner  
Re: Removal of Holding Provision (H) – Robert and Marcia Semple  
Part Lot 3, Concession 5 – 119 Fire Route 63C

R-138-25      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Doherty

That Council enters into an Environmental Impact Mitigation Measures Agreement and Road Agreement recognizing the property for year round occupancy and for recognizing the recommendations of the Scoped Environmental Impact Study, by Ann Rocchi, dated August 12, 2024; and further



That Council enact a by-law (see by-law section of agenda) having the effect of removing the Holding provision on the subject property; and further

That Council enact a by-law (see by-law section of agenda) authorizing the Mayor and Clerk to sign the Road Agreement and Environmental Impact Mitigation Measures Agreement; and further

That Council authorize the Municipal Solicitor to make any necessary revisions to the agreement including legal descriptions, names, or undertakings as may be necessary.  
Carried.

2. Samatha Deck, Planner

Re: Creation of New Lot – Application B-129-21A (Patricia Janssen)

R-139-25 Moved by Councillor Doherty  
Seconded by Deputy Mayor Webb

That staff is hereby authorized to advise Peterborough County Land Division that the Township **endorses** the applications for consent to create one (1) new residential building lot, being referenced as B-129-21A and having Assessment Roll Number (ARN) 1531-010-002-14400, as submitted by property owner, Patricia Janssen, subject to the following conditions:

That \$1000.00 Cash-in-lieu of Parkland be paid to the Municipality for the new lot being created by granting provisional consent for application B-129-21A; and

That the applicant shall survey and transfer to the Township of Havelock-Belmont-Methuen a strip of land measuring 10 metres from the centerline of 4<sup>th</sup> Line in front of the severed parcel, free and clear of all encumbrances, for road widening purposes, to the satisfaction of the Manager of Public Works. All costs associated with this conveyance shall be borne by the Applicant and will be facilitated through the offices of the Townships solicitor; and

That an Entrance Permit be obtained for the retained parcel; and

That a Preliminary Septic Review is completed for the severed and retained parcels; and

That an Environmental Mitigations Measures Agreement between the Township and the applicant be entered into and registered on title; and

That a Zoning By-law Amendment Application be submitted for the severed parcel, to the satisfaction of the Municipality.

Carried.

### **Staff Reports for Information:**

1. Travis Toms, Chief Building Official  
Re: Building Department Activity Report – February 2025
2. Ray Haines, Fire Chief  
Re: Incident Summary – January 2025
3. Ray Haines, Fire Chief  
Re: Incident Summary – February 2025
4. Peter Lauesen, Manager of Public Works  
Re: 2024 Havelock Drinking Water System Annual Water Report
5. Lionel Towns, Treasurer  
Re: Council Remuneration and Expenses – 2024
6. Shari Gottschalk, Economic Development Officer  
Re: March 2025 Social Media Insights

R-140-25      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Doherty

That the Conference Attendance Policy be presented at a future Open Session Council Meeting for possible reconsideration by Council.  
Carried.

R-141-25      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Doherty

That the staff reports for information be received.  
Carried.

### **Staff Reports for Follow-up Action**

1. Travis Toms, Chief Building Official  
Re: Noise By-law, Request for Amendment

R-142-25      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Doherty

That the Noise By-law be amended to provide for a 6:00 a.m. construction start time; and further

That the amended Noise By-law be presented at a future Open Session Council Meeting for consideration by Council.

Carried.

2. Josh Storey, Supervisor of Parks, Recreation and Facilities  
Re: Havelock Library Lower-Level Security Alarm

R-143-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Doherty

That staff proceed with the installation of the security alarm in the lower level of the Havelock Library in the amount of \$593.25 (tax included); and further

That the cost of the security alarm be funded from the Library - Building Repairs and Maintenance General Ledger Account.

Carried.

3. Josh Storey, Supervisor of Parks, Recreation and Facilities  
Re: Ball Park Booth (Canteen) Contract

R-144-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Flagler

That Request for Quotation #PRF-2025-01 for the Ball Park Booth (Canteen) Operation 2025 Season be awarded to Tom and Danielle Moffatt in the amount of \$500.00.

Carried.

4. Bob Angione, Chief Administrative Officer/Clerk  
Re: Appointment of Weed Inspectors

R-145-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Doherty

Whereas the Weed Control Act provides that the Council of every upper-tier and single-tier municipality shall by by-law appoint one or more persons as area weed inspectors to enforce this Act in the area within the council's jurisdiction; and

Whereas it is customary that the Township of Havelock-Belmont-Methuen appoints, as the municipal weed inspectors, the individuals that have been appointed as weed inspectors by the County of Peterborough;

Be It Resolved That Bill Linnen, Jenna Humphrey, and Donnie Johnston are hereby appointed as the area weed inspectors for the Township of Havelock-Belmont-Methuen; and further

That the requisite by-law be passed in the by-law section of this Open Session Council Meeting.

Carried.

## **Correspondence:**

### Action Items

Mayor Martin noted that several email messages were received following publication of the agenda regarding the closure of a boat launch on Jack Lake located in the Township of North Kawartha. This matter will be discussed at the next Open Session Council Meeting.

1. The Auxiliary to Campbellford Memorial Hospital  
Re: Annual Tag Day

R-146-25 Moved by Councillor Doherty  
Seconded by Deputy Mayor Webb

That the request from The Auxiliary to Campbellford Memorial Hospital to hold their Annual Tag Day on Friday, May 16, 2025 is hereby approved.

Carried.

2. Havelock-Belmont-Methuen and Havelock Historical Society  
Re: Location to display artifacts

R-147-25 Moved by Councillor Flagler  
Seconded by Deputy Mayor Webb

That the letter from the Belmont-Methuen and Havelock Historical Society relating to the location for the display artifacts be received for information.

Carried.

3. Royal Canadian Legion, Havelock  
Re: Drug Safety Initiative

R-148-25 Moved by Councillor Doherty  
Seconded by Councillor Flagler

That the request from the Royal Canadian Legion, Havelock to support the Drug Safety Book is approved in the amount of \$200 plus applicable taxes.

Carried.

4. Peterborough Community Health Centre  
Re: Rural Primary Health Care

R-149-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Doherty

That staff is to contact the Peterborough Community Health Centre (PCHC) to obtain further details and proceed with discussions relating to a Nurse Practitioner providing primary healthcare on a weekly or biweekly basis within HBM while providing experiential learning to nursing students.

Carried.

#### Information Items

1. Letter from Accent Building Sciences  
Order Prohibiting Use or Occupancy of Unsafe Building  
Order to Remedy Unsafe Building  
Re: Old Town Hall, 1 Mathison St W
2. Peterborough Public Health  
Re: Media Release, Smoke-Free Enforcement at Local Arenas

R-150-25 Moved by Councillor Doherty  
Seconded by Deputy Mayor Webb

That the information correspondence items be received.  
Carried.

R-151-25 Moved by Councillor Doherty  
Seconded by Deputy Mayor Webb

That the meeting recess at 10:55 a.m.

R-152-25 Moved by Councillor Doherty  
Seconded by Councillor Flagler

That the meeting resume at 11:12 a.m.

#### **Committee Liaison Reports:**

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

No County Council update was provided.

2. Bob Angione, Chief Administrative Officer/Clerk  
Re: Councillor Activity Report

R-153-25 Moved by Councillor Doherty  
Seconded by Councillor Flagler

That the Councillor Activity report be received for information.  
Carried.

### **Written or Oral Notice of Motion or Discussion:**

None.

### **Other Business:**

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

Council members are to provide the CAO with any questions for MPP Smith, prior to his delegation at the May 20, 2025 Council Meeting.

### **By-Laws**

R-154-25 Moved by Councillor Flagler  
Seconded by Councillor Doherty

That **By-law 2025-017** 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 Part Lot 31, Concession 10, located on Shady Lane with no municipal address, Assessment Roll No. 1531-010-007-66700 from Rural (RU) to Special District 293 (S.D. 293) Zone' and 'Special District 294 (S.D. 294) Zone' introducing site specific regulations to facilitate the creation of two (2) new lots, one with reduced frontage and one with reduced lot area (Tucker) be adopted and be read a first, second, and third time and finally passed this 18th day of March 2025.

Carried.

R-155-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Doherty

That **By-law 2025-018** 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 Part Lot 30, Concession 10, having municipal address of 119 Shady Lane and 129 Shady Lane, Assessment Roll No. 1531-010-007-66601 and 1531-010-007-66615 from Seasonal Residential (SR) Zone and Special District 100 (S.D. 100) Zone to ‘Special District 291 (S.D. 291) Zone’ introducing site-specific regulations to facilitate the lot addition application for the construction of a new accessory structure (Foran/Coons) be adopted and be read a first, second, and third time and finally passed this 18th day of March 2025.

Carried.

R-156-25      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Doherty

That **By-law 2025-019** 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 Part Lot 28, Concession 9, having municipal address of 1022 Fire Route 89, Assessment Roll No. 1531-010-007-65300 from Seasonal Residential (SR) Zone to Special District 292 Holding (S.D. 292-H) Zone’ introducing site-specific regulations to facilitate the construction of a new seasonal recreational dwelling. A Holding Provision (H) has been affixed to the zoning to ensure the recommendations from the Scoped EIS are registered on title (Steinman) be adopted and be read a first, second, and third time and finally passed this 18th day of March 2025.

Carried.

R-157-25      Moved by Councillor Doherty  
                    Seconded by Deputy Mayor Webb

That **By-law 2025-020** Being a By-law to amend By-law No. 1995-42, as amended, otherwise known as the “The Township of Havelock-Belmont-Methuen Comprehensive Zoning By-Law” to amend by removing the Holding symbol and changing the zone category of certain lands located in Part Lot 3, Concession 5, having municipal address of 119 Fire Route 63C in the Township of Havelock-Belmont-Methuen from ‘Special District 288 Holding (S.D. 288-H) Zone’ to ‘Special District 288 (S.D. 288) Zone’ (Semple) be adopted and be read a first, second, and third time and finally passed this 18th day of March 2025.

Carried.

R-158-25      Moved by Councillor Doherty  
                    Seconded by Deputy Mayor Webb

That **By-law 2025-021** Being a By-law to authorize the Mayor and the Clerk to execute a Road Agreement and Environmental Impact Mitigation Measures Agreement between the Corporation of the Township of Havelock-Belmont-Methuen and property owners Robert Semple and Marcia Semple, for the lands located at 119 Fire Route 63c, legally described as Part Lot 3, Concession 5, in the Township of Havelock-Belmont-Methuen be adopted and be read a first, second, and third time and finally passed this 18th day of March 2025.

Carried.

R-159-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Doherty

That **By-law 2025-022** Being a by-law to adopt the estimates for 2025, to establish and adopt tax rates, and to provide for a minimum tax be deferred.

Carried.

R-160-25 Moved by Councillor Doherty  
Seconded by Deputy Mayor

That **By-law 2025-023** Being a by-law to appoint Weed Inspectors for the Township of Havelock-Belmont-Methuen be adopted and be read a first, second, and third time and finally passed this 18th day of March 2025.

Carried.

### **Closed Session:**

R-161-24 Moved by Councillor Doherty  
Seconded by Deputy Mayor Webb

That the meeting move in to Closed Session at 11:23 a.m. under authority of Section 239 (2)(a) the security of the property of the municipality or local board; and

Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees; and

Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board; and

Section 239 (2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

Carried.



That the meeting rise from Closed Session at 3:08 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. Section 239 (2)(a) the security of the property of the municipality or local board (1 item).
2. Section 239 (2)(b) personal matters about an identifiable individual, including municipal or local board employees (2 items).
3. Section 239 (2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board (1 item).
4. Section 239 (2)(k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (1 item).

### **Confirming By-Law:**

R-162-25 Moved by Councillor Doherty  
Seconded by Deputy Mayor Webb

That By-law 2025-024, 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 18<sup>th</sup> day of March 2025, be read a first, second, and third time and finally passed this 18<sup>th</sup> day of March 2025.

Carried.

### **Adjournment:**

R-163-25 Moved by Deputy Mayor Webb  
Seconded by Councillor Doherty

That this meeting adjourn at 3:08 p.m.

Carried.

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Jim Martin, Mayor

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Robert V. Angione, Clerk

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Travis Toms, Chief Building Official  
Meeting Date: April 1, 2025  
Subject: Building Department Activity Report – January 2025

## PURPOSE:

To provide Council with statistical information concerning Building Department activity during the month of January 2025, as well as statistical information to compare current vs. prior year.

## RECOMMENDATION:

Receive for information.

## BACKGROUND:

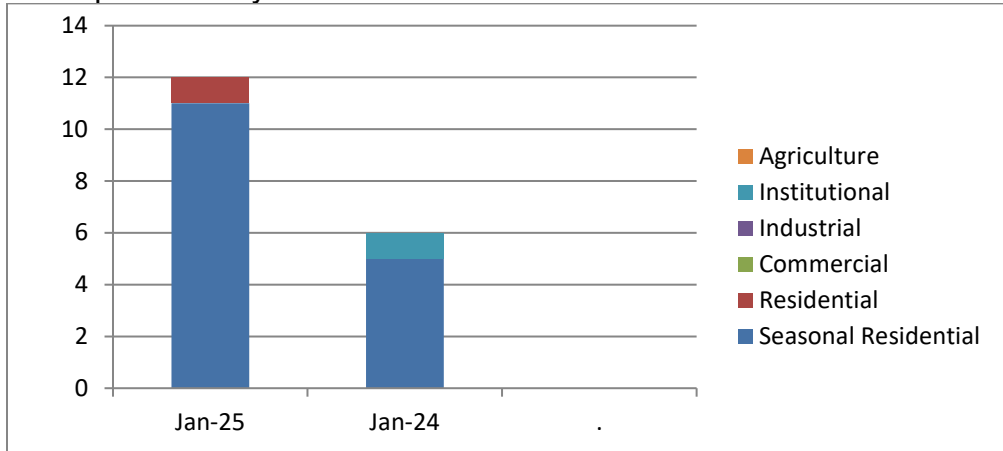
During the month of January 2025, the Building Department conducted 37 site (**37 YTD**) inspections.

Total mileage for department trucks utilized by building, planning and by-law enforcement is **1675 kilometers (1675 YTD)**.

The Building Department issued **12** building permits during the month of January 2025 (**12 YTD**), representing an estimated **\$1,839,019.00** in construction costs.

<u>Permit Type</u>	<u># Permits Issued</u>	<u>Construction Cost (est.)</u>
Residential	1	\$ 40,000.00
Seasonal Residential	11	\$1,799,019.00

Below is an overview of Building Department activity for January 2025, compared to the same period last year:



**Permit Fees Collected (January 2025 vs. 2024):**

January 2025 - \$ 18,808.64

January 2024 - \$ 6,963.11 Development Fees \$ 11,393.00

**Total Permit Fees Collected (2025 vs. 2024 Year-to-Date):**

2025 (January 1 – January 31) – \$ 18,808.64

2024 (January 1 – January 31) – \$ 6,963.11

**By-Law Enforcement (includes Building Infractions) January 2025**

New Files – 5

Closed Files – 2

**Planning Applications January 2025**

Minor Variances - 1

Zone Amendments – 1

Planning Related Reports – 2

Submitted by

*Travis Toms*

Travis Toms

Chief Building Official/By-Law Enforcement

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council

From: Shari Gottschalk, Economic Development Officer

Meeting Date: April 1, 2025

Subject: **George Street West Revitalization Plan**

**PURPOSE:**

The purpose of this report is to provide Council with Jewell Engineering Streetscape design and costing details to finalize a revitalized George Street West streetscape design plan.

**RECOMMENDATION:**

On November 19, 2024, Jewell Engineering George Street streetscape design and applied costing was presented to Council which included decorative tree and planter elements that would be positioned in existing street level parking spots providing a very attractive esthetic, however with less parking on street, see Diagram A.

Therefore, as part of the George Street streetscaping decision making process, Council must consider the planned land use of vacant municipal property 16 George Street West and whether it is to be used as a permanent parking lot incorporated into the George Street West revitalization plan to serve George Street and Quebec Street businesses, or if it is to be used for another purpose later.

Council has five options to choose from; Options One through Four as presented in table below; or

Option 5, a George Street West streetscape design variation of Council’s choosing; and

GEORGE STREETScape OPTIONS					With 16 George St W Parking Lot		Without 16 George St W Parking Lot	
					Option 1	Option 2	Option 3	Option 4
Description of Item	Est. Quantity (Unit)	Est. Quantity	Unit Price	Jewell's All-in Cost	Rubberized Crosswalk	Painted Crosswalk	Rubberized Crosswalk	Painted Crosswalk
Decorative Streetlight Mounted to Existing Wooden Pole	each	6	\$ 7,500	\$ 45,000	\$ -		\$ -	
Interlocking Concrete Sidewalks	sq.m.	450	\$ 375	\$ 168,750	\$ -		\$ -	
Tree Plantings	each	14	\$ 1,000	\$ 14,000	\$ 14,000	\$ 14,000	\$ 8,000	\$ 8,000
Tree Protection Base Plating	each	5	\$ 1,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ 4,500	\$ 4,500
Stone Flower Bed Raised Edging	m	50	\$ 225	\$ 11,250	\$ 11,250	\$ 11,250	\$ 8,438	\$ 8,438
<b>Option 1</b> - Impressed Asphalt Crosswalks (Rubberized Finish)	sq.m.	100	\$ 650	\$ 65,000	\$ 65,000		\$ 65,000	
<b>Option 2</b> - Impressed Asphalt Crosswalks (Colorized Paint Finish)	sq.m.	100	\$ 350	\$ 35,000		\$ 35,000		\$ 35,000
Decorative Stop Signs Assembly	each	5	\$ 1,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Decorative Garbage Cans	each	2	\$ 2,500	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Concrete Benching (approx 5m x 1m)	each	1	\$ 7,500	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ -
Decorative Streetlight Poles, Luminaire (lamp) incl. wiring	each	6	\$ 12,250	\$ 73,500	\$ 73,500	\$ 73,500	\$ 73,500	\$ 73,500
<b>Sub-Total Construction</b>				<b>\$ 437,500</b>	<b>\$ 188,750</b>	<b>\$ 158,750</b>	<b>\$ 169,438</b>	<b>\$ 139,438</b>

Be it resolved that Council decide to proceed with one of the above noted options; and

If Council approves decorative lighting as part of the finalized George Street West streetscape design, be resolved that Council select their preferred decorative lighting pole and lamp, from the options outlined on Diagram B.

### **BACKGROUND:**

At the January 7, 2025, Special Budget Council Meeting staff was directed by Council to forego the interlocking concrete sidewalks, and tree plantings. Council approved adjusted Economic Development 2025 Capital Budget of \$191,750 level. Council requested staff to seek out decorative lighting pole and lamp costing information, as well as clarification regarding rubberized crosswalk surface treatment.

At the February 6, 2025, Special Budget Council Meeting staff presented streetscape pricing with decorative lighting included and clarified the rubberized infrared pigment infused stamping process, as well as lifespan projection details for both crosswalk options. Council concurred with staff and engineering designer's feedback that decorative lamp heads installed on wooden hydro poles draw the eye upwards placing more focus on the overhead wires with little to no esthetic value.

At the March 7, 2025, Special Budget Council Meeting Council resolved to increase the Economic Development 2025 Capital Budget to \$201,000, however deferred final streetscape design decisions. In the presented Report to Council, Option1 included the Rubberized Finish to crosswalk, as well as all other listed design elements. Council's expressed intent was not to select Option 1 valued at \$201,000, but rather to allow Council the broadest design options to choose from later.

### **FINANCIAL IMPACT:**

Council approved the George Street Revitalization initiative budget of \$201,000, as per final Economic Development Capital 2025 Budget.

### **IN CONSULTATION WITH:**

- Pat Schick, A.Sc.T., Jewell Engineering Inc.
- Bob Angione, CAO and Clerk
- Lionel Towns, Treasurer
- Samantha Deck, Planner

### **STRATEGIC PLAN ALIGNMENT:**

- To ensure community attractiveness with careful attention given to community aesthetics, and economic development.
- Taking pride in our vibrant, naturally beautiful, welcoming community offering a high quality of life within HBM.

**ATTACHMENTS:**

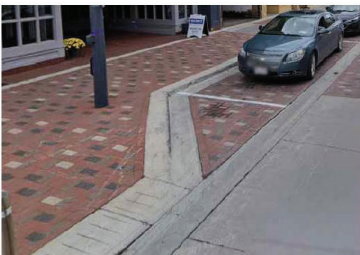
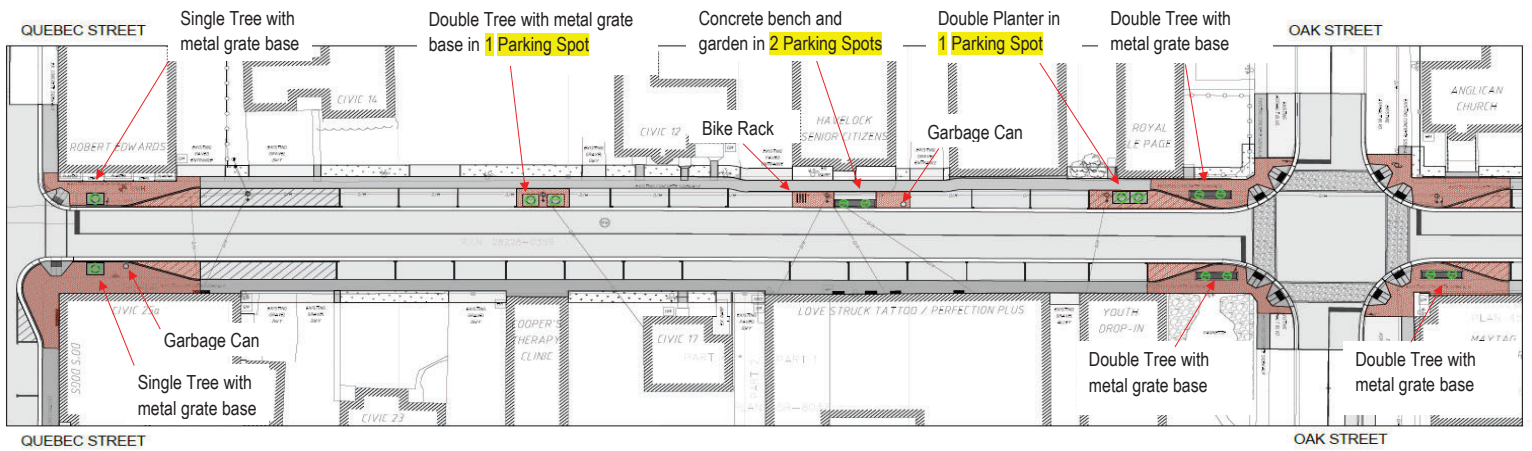
- Diagram A – Jewell Engineering, George St W Streetscape Design
- Diagram B – Jewell Engineering, George St and Oak St Crosswalk Design

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

**DIAGRAM A** – Jewell Engineering, George St W Streetscape Design



INTERLOCKING BRICK AT ROUNDING  
SCALE: N.T.S



DECORATIVE STOP SIGN  
SCALE: N.T.S



DECORATIVE GARBAGE CAN  
SCALE: N.T.S



SINGLE TREE  
SCALE: N.T.S

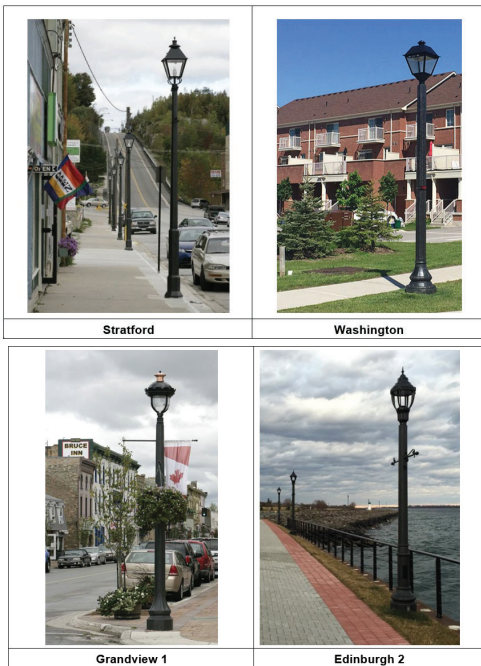


CONCRETE BENCH / GARDEN  
SCALE: N.T.S



## DIAGRAM B – Jewell Engineering, George St and Oak St Crosswalk Design

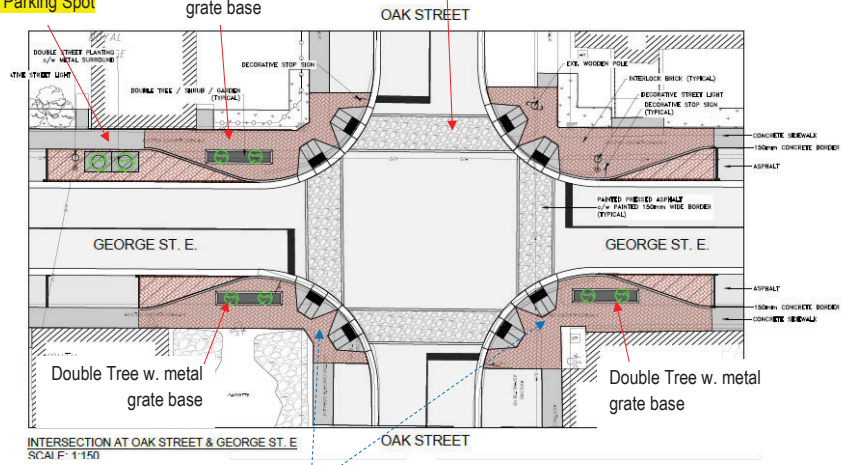
Decorative Streetlight Options - Top Mount (with 2 x banner arms)



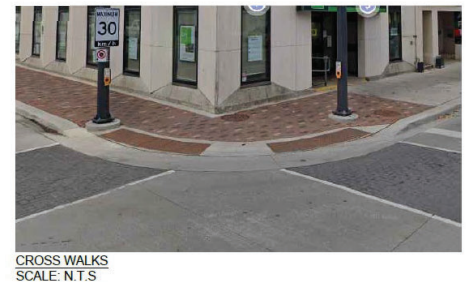
Double Planter in  
1 Parking Spot

Double Tree w. metal  
grate base

(1) Rubberized infused asphalt stamped  
(interlocking brick look) OR (2) painted finish



NO INTERLOCKING BRICK



### DECORATIVE LIGHTING NOTATION:

- 6 x 15-foot decorative light poles installed on the south side of George St
  - 3 between Quebec & Oak streets
  - 2 between Oak St and Post Office building
- wires installed below street level

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Bob Angione, Chief Administrative Officer/Clerk  
Meeting Date: April 1, 2025  
Subject: Conference Attendance Policy

## **Purpose:**

The purpose of this report is to present for Council's consideration the Conference Attendance Policy that outlines the procedures for members of Council and staff with respect to expenses related to conference attendance.

## **Recommendation:**

That Council choose one of the following options pertaining to the Conference Attendance Policy.

### Option 1

Retain the Conference Attendance Policy as is with no amendments.

### Option 2

Amend the Conference Attendance Policy with the changes pertaining to the number of conferences permitted in one year, an increase to the daily meal expenses permitted, and the addition of a cancellation clause.

## **Background:**

On March 7, 2023 the Conference Attendance Policy was adopted by Council via Resolution Number R-105-23 as follows:

R-105-23      Moved by Deputy Mayor Webb  
                    Seconded by Councillor Clement

Whereas as a new term of Council commences it is appropriate to formalize a conference attendance policy for Members of Council and staff; and

Whereas staff has prepared a draft Conference Attendance Policy for Council's consideration that aims to establish and detail the procedures surrounding the attendance of conferences by members of Council and staff relating to expenses incurred;

Be It Resolved That staff is hereby directed to revise the policy to stipulate that the number of conferences permitted to be attended in one year be limited to three (3) instead of four (4); and further

That the Conference Attendance Policy is hereby approved as amended.  
Carried.

At the Open Session Council Meeting held on March 18, 2025 Council directed that the Conference Attendance Policy be revisited.

The Conference Attendance Policy aims to establish and detail the procedures surrounding the attendance of conferences by members of Council and staff relating to expenses incurred.

Members of Council and staff are encouraged to attend conferences for the purpose of professional development, networking, and information gathering. In a calendar year, the following conferences are typically available for attendance:

1. Rural Ontario Municipal Association (ROMA).
2. Ontario Good Roads Association (OGRA) now simply Good Roads.
3. Association of Municipalities of Ontario (AMO).
4. Ontario East Municipal Conference (OEMC).

In addition to the four listed above, conferences are also held for specific areas of municipal operations in various departments such as Building, Clerk's, Economic Development, Planning, and Finance.

The Conference Attendance Policy as adopted, features the following:

- The number of permitted conferences for a member of Council or staff in which registration for the conference will be paid and expenses reimbursed from the Township is limited to three (3) per year.
- Staff will attempt to prebook and prepay as many expenses as possible to minimize the necessity for the submission of receipts.
- Expenses paid directly by the attendee will only be reimbursed if original receipts are provided to the Finance Department.
- Transportation costs will be paid by the Township. Receipts for public transit e.g. train or bus fare must be provided.
- When travelling in a personal vehicle, the driver will be reimbursed for use of that personal vehicle.
- The mileage rate paid will be consistent with the rate paid by the County of Peterborough and based on the Canada Revenue Agency (CRA) rate as adjusted from time to time.
- Mileage will be calculated as departing from the Municipal Office or, if from home, a location closer to the conference destination.
- When overnight accommodations are required, a standard hotel room will be paid by the Township.
- Upgrades to hotel accommodations will be permitted. Additional costs will be at the expense of the conference attendee.

- Meal expenses to a maximum of \$70.00 per day will be permitted. Original receipts must be submitted to the Finance Department.
- Alcoholic beverages shall not be expensed.
- Meals for spouses or guests shall not be expensed.

The following items are presented as possible amendments to the policy:

- The number of permitted conferences for a member of Council or staff in which registration for the conference will be paid and expenses reimbursed from the Township is limited to two (2) per year. One exception shall be permitted in the first year of the Council mandate for first-time Councillors.
- In the first year of a Council mandate, first-time Councillors shall be permitted to attend three (3) conferences.
- Meal expenses to a maximum of \$100.00 per day will be permitted. Original receipts must be submitted to the Finance Department. This is an increase from \$70.00 per day.
- A cancellation provision is to be included in the policy. Charges can be levied for cancellations e.g. the charge of a one-night stay if hotel rooms are cancelled. The cancellation provision will be applicable to conference registration, hotel bookings, and any other expense associated with the conference that cannot be fully refunded upon cancellation. e.g. seminars or public transit expenses in the event of cancellation.
- In the event that a conference registrant is not able to attend the conference, every effort will be made to switch the registration to another Member of Council or staff of the Township of Havelock-Belmont-Methuen. If no Member of Council or staff is able to assume the registration, every attempt will be made to switch the registration to a Member of Council or staff from another municipality. In the event that the conference registration is unable to be assumed by another individual, the original registrant will assume responsibility for and pay the cancellation fees, if any, pertaining to the conference registration, the hotel booking, seminar registrations, transit costs or any other expense that is not fully refunded to the Township.

If Council chooses to adopt this policy, it will be in effect immediately.

### **Financial Impact:**

The financial impact of adopting the Conference Attendance Policy will be determined by the number of conference attendees and the number of conferences attended.

### **In Consultation With:**

None.

**Strategic Plan Alignment:**

- 1.0 We strive for organizational excellence with specific emphasis in:
- 1.1.2 Competent, motivated workforce
- 1.3 Councillor training

**Attachment(s):**

None.

Respectfully Submitted:

*Bob Angione*

Bob Angione,  
Chief Administrative Officer/Clerk



## Report to Council

To: Mayor and Council Members  
From: Alana Solman, Chief Administrative Officer  
Date: February 24, 2025  
Subject: Municipal property - roll number 1536-020-002-27407

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### **Recommendation:**

That Council declare the municipal property, roll number 1536-020-002-27407 as surplus and further that Council proceed to sell the property as per the Township's land disposition policy.

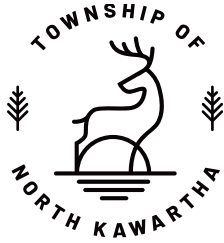
### **Background:**

The legal description of the municipal property, roll number 1536-020-002-27407 is Part of Lot 6 & 7, Concession 15 (former Township of Burleigh), Township of North Kawartha, being Part 40 on Plan 45R-363. The Township acquired the property on July 17, 1978.

The property was zoned Open Space (OS) pursuant to the first comprehensive zoning by-law of the former Township of Burleigh-Anstruther, By-Law No. 2-1979. The property is situated on a private road, Fire Route 52A, which is not a municipal highway under the jurisdiction of the Township of North Kawartha.

A detailed review of the files including the current state of this property has been completed. Historical records indicate that the use of this property has been brought forward to several Councils on different occasions over the years. A large portion of the property is flooded lands. Only a very small portion of the municipal property was being used for barging. The sketch clearly demonstrates that 3.55 m of the boat launch is on municipal property. The entire parking area is located on private property. A current sketch of the property provided by J. D. Barnes, OLS (Elliot and Parr) dated October 22, 2024 is included in this report.

The Township has received two requests of interest to purchase this property, or part thereof. The Township has a by-law in regards to the sale of municipal property.



### **Analysis:**

The only way to access this municipal property is by crossing over privately owned lands or by water access.

The property has a right of way over Fire Route 52, a private road that is not municipally maintained, for its own exclusive use of the property. To extend that use, inviting the public to travel the Fire Route would be considered over-burdening the right of way.

The zoning for the private and municipal properties does not permit the use of a boat launch.

The Township is now aware of the constraints and restrictions impacting this property and cannot disregard the information.

A site-specific by-law would not resolve the issues of trespassing over private property or the right of way issues.

Emergency services have legislated authorities to enter property in emergency situations. The authority for North Kawartha Emergency Services is under the Fire Protection Prevention Act.

The Township has natural person powers under the Municipal Act to sell the property, declare the property surplus and follow the By-Law for the sale of real property, attached to this report.

### **Financial Implications:**

Revenue, minus associated costs, from the sale of the property. An estimated value for the property could be determined by an appraisal and there would be a cost for the appraisal.

### **Strategic and/or Other Plans:**

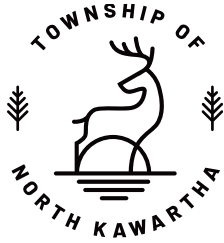
- 3.1 Maintain policies and processes that enable effective governance.
- 4.2 Protect the human environment.

### **In Consultation With:**

M. John Ewart; Matt Aldom, CBO;

### **Attachment:**

By-Law #106/07 to establish policies for the Sale of Real Property



**Township of North Kawartha**

280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0  
Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446  
[www.northkawartha.ca](http://www.northkawartha.ca)

Staff Report to Council from the CAO dated November 29, 2024.

Legal opinion provided by M. John Ewart, Ewart O'Dwyer on November 19, 2024, File 3195.

Sketch provided by J. D. Barnes, OLS (Elliot and Parr) dated October 22, 2024.





EWART

O'DWYER

*Barristers and Solicitors*

November 19, 2024

Connie Parent  
Township of North Kawartha  
P.O. Box 550  
280 Burleigh Street  
Apsley Ontario  
K0L 1A0

**VIA EMAIL: [c.parent@northkawartha.ca](mailto:c.parent@northkawartha.ca)**

Dear Ms. Parent:

**Re: Part of Lot 6 & 7, Concession. 15, (former Township of Burleigh),  
Township of North Kawartha, being Part 40 on Plan 45R-363  
Our File Number: 3195**

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At this time, it is the writer's understanding that an issue has arisen as a result of use of the above-noted lands and lands in proximity thereto for commercial barging which commenced mid to late August 2024.

### **Background**

By way of background, the Township acquired ownership of Part 40 on Reference Plan 45R-363 on July 17, 1978. Although there is a statement by former municipal staff that the subject lands were dedicated to the Township in satisfaction of parkland dedication, the deed by which the Township acquired the subject lands does not disclose this fact.

The lands were conveyed by a Sylvia Simmons to the former Township of Burleigh-Anstruther on July 7, 1978, pursuant to Instrument No. 340819 registered December 13, 1978, in the Land Registry Office for Peterborough.

Upon the Township acquiring the subject lands, the lands were subsequently zoned Open Space (OS) pursuant to the first comprehensive zoning by-law for the former Township of Burleigh-Anstruther being By-Law No. 2-1979.

It is noted the property is located on a private road, being Fire Route 52A. Fire Route 52A is not a municipal highway under the jurisdiction of the Township of North Kawartha but remains privately owned.

Pursuant to Instrument No. 340819, the former Township of Burleigh-Anstruther was granted a right-of-way over Lot Nos. 6 & 7, Concession 15 (Fire Route 52A), for the purposes of access to the subject lands and designated as Part 76 on Plan 45R-363.

### **Surveyor Sketch**

As a result of complaints having been received by the Township in mid to late August 2024, a survey was undertaken of the subject lands in order to ascertain the limits of the subject property and the location of the boat launch being used for commercial barging.

Pursuant to the sketch to illustrate property lines of Part Lot 6 & 7, Concession 15, prepared by J.D. Barnes, OLS, it would appear that only a very small triangular portion of lands owned by the Township are being used for commercial barging.

The location of the boat launch and parking area is situated primarily on lands adjacent to Part 40 on Plan 45R-363.

### **History of Barging**

A review of this matter and based on records provided by the Township, there exists only anecdotal evidence that barging may have been carried out from the subject property prior to the Township acquiring ownership of same. From the date of acquisition of the subject lands by the Township on July 7, 1978, and the passage of the first comprehensive zoning by-law passed February 23, 1979, there are no conclusive records that establish that the subject lands were used for the purposes of commercial barging.

It is of note that “barging” or “commercial barging” are not terms contained in the current comprehensive zoning by-law or any prior zoning by-laws passed by either the former Township of Burleigh-Anstruther or the Township of North Kawartha pursuant to the provisions of section 34 of the *Planning Act, as amended*.

### **Legal Non-Conforming Use**

A review of municipal records would indicate that requests had been received by the Township in the mid-90s on two occasions for permission to make use of the subject lands and the boat launch situated thereon for the purposes of barging which was denied by the Township.

Records further indicate that in August of 2004, the municipal council of the day received correspondence from several ratepayers requesting the Township take steps to restrict access to the boat launch through the passage over Fire Route 52A.

As noted, Fire Route 52A is not a “highway” under the ownership or jurisdiction of the Township. A review of the use of Fire Route 52A was subject to legal opinion obtained by the



Township in September of 1989 at which time the Township was being asked to obtain an injunction to restrict the use of Fire Route 52A.

**By-Law No. 2-1979 (Township of Burleigh-Anstruther)**

The first comprehensive zoning by-law with implications to the subject lands was By-law No. 2-1979, passed February 23, 1979, by the former Township of Burleigh-Anstruther.

Pursuant to By-law No. 2-1979, “barging” or “commercial barging” was not identified as a permitted use upon the subject lands. Subsequent zoning by-laws have not included “barging” or “commercial barging” as permitted uses upon the subject lands with the current zoning by-law being silent as to barging or commercial barging as permitted uses.

The subject lands are currently zoned Open Space (OS) and Lake (L) of which barging or commercial barging are not identified as permitted uses.

In order to allow for barging or commercial barging to be carried out on the subject lands without planning relief, there would have to be some evidence that a commercial barging operation was being carried out at the time of the passage of By-law No. 2-1979, thereby affording such use the status of being legal non-conforming as of February 23, 1979.

Based on the municipal records examined, no records exist which would serve to identify barging or commercial barging as occurring as of February 23, 1979, as a basis in order to allow for such use to carry on as a legal non-conforming use upon the subject lands.

When dealing with the issue of a legal non-conforming use, it is the party who wishes to make use of the lands to prove that a legal non-conforming use existed prior to the passage of an intervening by-law when such use is otherwise not identified as a permitted use.

In the case at hand, no such records or conclusive proof exist other than anecdotal evidence which is sufficient to establish “barging” or “commercial barging” as a legal non-conforming use. In contrast, there are municipal records that exist indicating that permission had been sought of the Township for permission to make use of the subject lands for commercial barging, which permission was denied by the Township. The obvious question that arises is if “barging” or “commercial barging” was a permitted use based on a legal non-conforming use, why would permission be required or sought from the municipal council of the day.

**Fire Route 52A**

As identified, when the former Township of Burleigh-Anstruther acquired Part 40 on Reference Plan 45R-363 on July 17, 1978, such conveyance included a right-of-way over those lands currently known as Fire Route 52A. The acquisition of a right-of-way over Fire Route 52A did not serve to place ownership of Fire Route 52A in the name of the Township, but rather only the right to traverse Fire Route 52A in order to gain access to the subject lands.

Accordingly, the writer concurs with the opinion put forward by Mr. Pakenham in the September 1989 correspondence wherein Fire Route 52A was identified as a highway not

under the ownership or jurisdiction of the Township. As such, there was no ability to seek an injunction restricting the use of Fire Route 52A for the purposes of allowing for barging or commercial barging. The Township's rights with respect to an injunction against any individuals making use of Fire Route 52A would pertain only to a restriction or obstruction of the Township's right to make use of Fire Route 52A in order to gain access to the subject lands.

### **Summary**

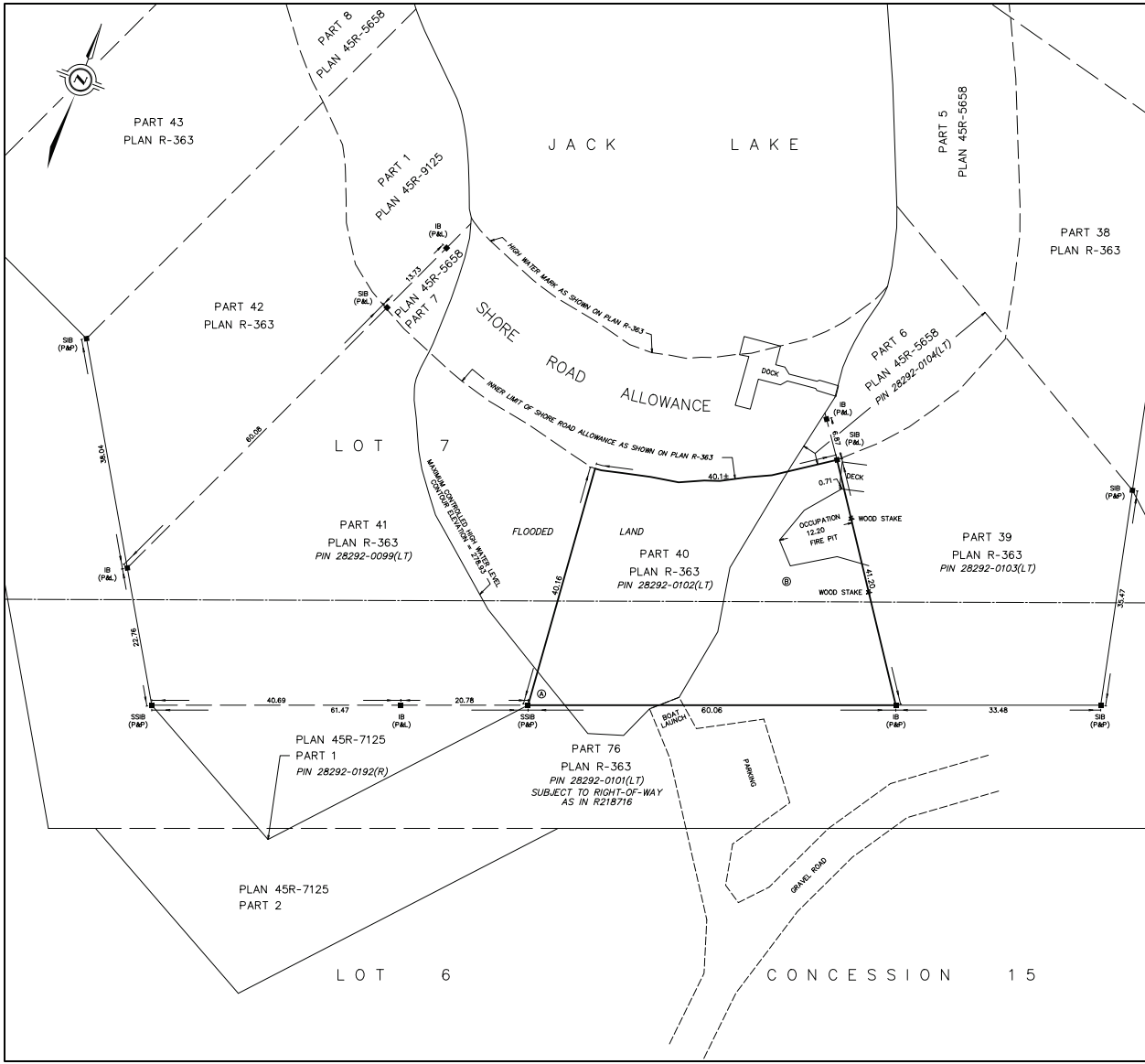
In summary, the use of the subject lands and those lands in proximity to Lot 40, Plan 45R-363 for the purposes of commercial barging would appear to be a use not permitted by the Township's comprehensive by-law. Furthermore, the use of the subject lands does not appear to enjoy the status of a legal non-conforming use based on an examination of municipal records.

I trust the above is of some assistance to you. Should you have any questions or concerns, please do not hesitate to contact the writer.

Very truly yours,

EWART O'DWYER

M. John Ewart  
MJE/cf



SKETCH TO ILLUSTRATE PROPERTY LINES AND ENCROACHMENTS IN  
**PART OF LOT 6 AND 7**  
**CONCESSION 15**  
 GEOGRAPHIC TOWNSHIP OF BURLEIGH  
 (NORTHERN DIVISION)  
 NOW IN THE  
**TOWNSHIP OF NORTH KAWARTHA**  
 COUNTY OF PETERBOROUGH

SCALE 1 : 400

**NOTES**  
 BOUNDARY INFORMATION IS DERIVED FROM PLAN R-363, PLAN 45R-5658, AND PLAN 45R-7125.  
 ALL DIMENSIONS SHOWN ARE METRIC AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

**SITE STATISTICS**

AREAS	
AREA OF NON-FLOODED LANDS	
①	16.58 sq.m.
②	871.98 sq.m.
TOTAL	888.46 sq.m.
TOTAL AREA OF PART 40	1891.78 sq.m.
FRONTAGES	
FRONTAGE ALONG SHORE ROAD ALLOWANCE	
FLOODED LAND	31.88 sq.m.
NON-FLOODED LAND	8.38 sq.m.
OTHER MEASUREMENTS	
BOAT LAUNCH WIDTH	5.17 m.
PORTION IN PART 40	3.55 m.
PORTION IN PART 76	1.62 m.

**WATER NOTE**  
 ELEVATIONS SHOWN ON THIS PLAN ARE RELATED TO THE CGVD28(HTv2.0) DATUM AND ARE DERIVED FROM REAL TIME NETWORK (RTN) OBSERVATIONS.  
 JACK LAKE IS ARTIFICIALLY CONTROLLED BY PARKS CANADA - TRENT-SEVERN WATERWAYS DIVISION BY A DAM AT THE OUTLET OF JACK LAKE LOCATED IN LOT 22, CONCESSION 9, GEOGRAPHIC TOWNSHIP OF METHUEN.  
 THE MAXIMUM CONTROLLED HIGH WATER LEVEL ELEVATION IS 278.93.

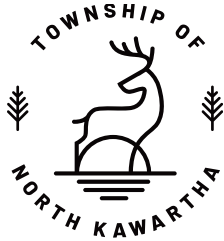
**LEGEND**

- DENOTES SURVEY MONUMENT FOUND
- DENOTES SURVEY MONUMENT SET
- SSB DENOTES STANDARD IRON BAR
- SB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- P&P DENOTES PIERCE & LYONS INC., O.L.S.
- P&P DENOTES PIERCE & PIERCE, O.L.S.

**CAUTION:**  
 a) THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK  
 b) THIS SKETCH IS PROTECTED BY COPYRIGHT ©

**Elliott and Parr**  
 (PETERBOROUGH)  
 A DIVISION OF BURNS & MCDONNELL  
 211 BERRIDGE ST. PETERBOROUGH ON K9N 1Z5  
 TEL: 705.753.4444 FAX: 705.753.4445

MF	DRM
CJ	06050
10/22/2024	10/22/2024
24-19-224-00	



## Report to Council

To: Mayor and Council Members  
From: Alana Solman, Chief Administrative Officer  
Date: November 29, 2024  
Subject: Municipal property - roll number 1536-020-002-27407

---

### **Recommendation:**

#### **Option a)**

That Council declare the municipal property, roll number 1536-020-002-27407 as surplus and further that Council proceed to sell the property as per the Township's land disposition policy.

#### **Option b)**

That Council direct staff to bring back a draft a site-specific by-law specifically prohibiting barging and / or commercial barging from occurring upon roll number 1536-020-002-27407 pursuant to Section 5 of the Municipal Act, 2001 and Section 34 of the Planning Act, as amended to ensure public safety.

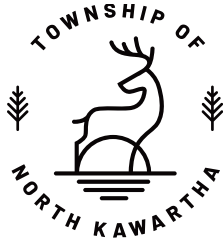
#### **Option c)**

That Council direct the Municipal solicitor to make application for an injunction prohibiting barging or commercial barging from being carried out.

### **Background:**

The legal description of the municipal property, roll number 1536-020-002-27407 is Part of Lot 6 & 7, Concession 15 (former Township of Burleigh), Township of North Kawartha, being Part 40 on Plan 45R-363. The Township acquired the property on July 17, 1978.

The property was zoned Open Space (OS) pursuant to the first comprehensive zoning by-law of the former Township of Burleigh-Anstruther, By-Law No. 2-1979. The property is situated on a private road, Fire Route 52A, which is not a municipal highway under the jurisdiction of the Township of North Kawartha.



## Township of North Kawartha

280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0  
Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446  
[www.northkawartha.ca](http://www.northkawartha.ca)

The Township began receiving many inquiries and complaints in August 2024 regarding commercial use of the boat launch off FR52 for the purpose of barging which were provided to Council. The terms barge or barging are not contained in the Township's current Comprehensive Zoning By-Law. Construction materials were not being stored on the property and no commercial activities were occurring directly on the property. This led to a more detailed review of the historical files on this property and its uses by staff including the Chief Building Official, Manager of Planning and the municipal solicitor, M. John Ewart. Historical records indicate that the use of this property has been brought forward to several Councils on different occasions over the years. The intent of our research was to provide Council with all the information available and required in order that a decision can be made regarding this property and its use.

To determine the exact location of the boat launch and parking area, through consultation with the municipal solicitor, J. D. Barnes, OLS was hired and have provided a sketch, which is attached. A large portion of the property is flooded lands. Only a very small portion of the municipal property was being used for barging. The sketch clearly demonstrates that 3.55 m of the boat launch is on municipal property. The entire parking area is located on private property.

### **Analysis:**

As this property currently has no specific use for the municipality and the fact that it is located on a private road that is not maintained by the municipality, Option a) seems to be the most reasonable choice for the future of this property. Council could declare the municipal property, roll number 1536-020-002-27407 as surplus and further proceed to sell the property as per the Township's land disposition policy. This would provide revenue to the municipality that could be used for other purposes.

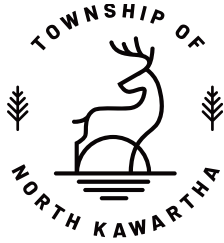
While there may have been commercial use of this boat launch over the decades, there is no conclusive evidence that the property was used for this purpose. There were requests to the Township to permit barging. If legal non-conforming use cannot be established, barging and commercial use are not permitted uses within the current zone.

Next steps will be determined based on Council's decision.

### **Financial Implications:**

Cost of the OLS sketch ( approx.. \$ 4,000 to date) and legal costs to date.

Future costs to finalize the sketch and future legal costs. Potential revenue from the sale of the property.



**Township of North Kawartha**  
280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0  
Tel: 705-656-4445 | 1-800-755-6931 | Fax: 705-656-4446  
[www.northkawartha.ca](http://www.northkawartha.ca)

**Strategic and/or Other Plans:**

3.1 Maintain policies and processes that enable effective governance.

4.2 Protect the human environment.

**In Consultation With:**

M. John Ewart; Matt Aldom, CBO; Darryl Tighe, Manager of Planning, Connie Parent, Clerk

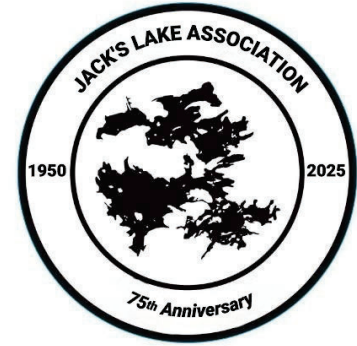
**Attachment:**

Legal opinion provided by M. John Ewart, Ewart O'Dwyer on November 19, 2024, File 3195.

Sketch provided by J. D. Barnes, OLS (Elliot and Parr) dated October 22, 2024.



March 14, 2025



**To:**

Mayor Jim Martin – jmartin@hbmtp.ca  
Deputy Mayor Hart Webb – hwebb@hbmtp.ca  
Councillor Beverly Flagler – bflagler@hbmtp.ca  
Councillor Jerry Doherty – jdoherty@hbmtp.ca  
Councillor Kathy Clement – kclement@hbmtp.ca  
Duputy Clerk Bianca Boyington – bboyington@hbmtp.ca

**Subject:** Urgent Concern – Impact of North Kawartha Township’s Decision to Sell Jack Lake Boat Launch

**Dear Mayor Martin and Members of the HBM Township Council,**

On behalf of the Jack’s Lake Association Board of Directors and our members, we are writing to bring to your attention a critical issue that may significantly impact Havelock-Belmont-Methuen (HBM) Township residents and property owners on Jack Lake.

As you may not yet be aware, North Kawartha Township Council recently voted to reclassify the Jack Lake municipal boat launch at Sharpe’s Bay (Fire Route 52A) as surplus property, moving toward its potential sale and removal from public use. Given that Jack Lake spans two municipalities we are concerned that this decision was made without consultation with HBM Township or consideration of how it will affect all lake residents, many of whom are your constituents.

**Impact on HBM Residents & Infrastructure**

The elimination of this public launch will have significant consequences for HBM Township and its residents, including:

**Increased emergency response times** – This boat launch is the only direct access point to the southern basin of Jack Lake, where many water-access-only properties exist. Without it, fire, police, and paramedic services may experience severe delays when responding to emergencies in this area, increasing risk to lives and property.

**Added strain on the HBM boat launch** – If the North Kawartha launch is removed, all Jack Lake property owners, visitors, and service providers will be forced to rely exclusively on the HBM boat launch, significantly increasing traffic, congestion, and wear on HBM infrastructure. This will place a greater burden on HBM Township resources to maintain and manage lake access.

## **Jack Lake Association's Position & Call for HBM's Support**

The Jack Lake Association has formally opposed this decision and has urged North Kawartha Council to reverse their classification of this launch as surplus. However, if they remain unwilling to do so, we have requested at minimum, a deferral of any final decision until at least July 2025 to allow for further consultation and community engagement.

Given that this decision directly impacts HBM Township and its residents, we respectfully request that HBM Council formally advocate on behalf of its Jack Lake constituents to North Kawartha Township, urging them to:

**Reverse this decision and keep the boat launch publicly accessible, OR  
At least delay any final action until all affected municipalities and residents have been consulted – no sooner than July 2025.**

## **Conclusion**

The loss of this municipal boat launch will have far-reaching consequences, not only for North Kawartha residents but also for HBM taxpayers who rely on this access point. We strongly believe that HBM Township has a vested interest in advocating for its residents before this decision is finalized.

We appreciate your time and consideration and look forward to your support in protecting fair and equitable lake access for all Jack Lake property owners. Attached is our letter to the North Kawartha council. Their next meeting regarding this issue is March 18<sup>th</sup>, please respond as quickly as possible. Please let us know if there are further steps we can take to work collaboratively on this issue.

**Sincerely,**

## **Jack's Lake Association Board of Directors**

Erik Speed  
Blake Steels  
Andrew Semple  
Nicholas Klein  
Caitlin Quarry

Dear Esteemed Council Members at Havelock-Belmont-Methuen,

It has come to my attention that North Kawartha Council is considering a bylaw at their March 18th meeting to sell the active boat launch located on the South Shore of Sharpes Bay. This is the established strategic emergency services access to provide fire rescue and ambulance services to a large part of Jack Lake mostly located in HBM. I understand that through an agreement our emergency fire services are subcontracted to North Kawartha for Jack Lake cottages. There is some theory being advanced by NK staff that even if this launch area is purchased by a private owner that that emergency service staff and equipment can effectively trespass any private property in emergencies. This may be so but currently the access is unobstructed level access with no fence structures or barrier and ideal for access requirements for first responders. The only other significant boat launch facility is at the end of Jack Lake road which is always overcrowded at peak season times and does not have the capacity to absorb the additional launching demand. I object to this rare lake access facility being sold to public ownership which is bad strategic planning. If emergency access is sold and transferred to private ownership, I will be asking the Ontario Fire Marshal and local MPP investigate and to demand that equivalent emergency access is created by both Townships.

I have attached my email sent to the North Kawartha council for your reference.

This decision will impact your constituents and we need your help!

Best Regards,

**Jonathan Mitchell**

Past Director, Jack's Lake Association

It has been decided by North Kawartha Council to sell the public boat launch at 52A as surplus property. This move could result in its sale and potential loss of access to the southern basin of our lake. This issue affects those in North Kawartha, Havelock-Belmont-Methuen and beyond. Such a decision not only affects those in North Kawartha but it also greatly affects those in HBM as well. Residents and others rely on this boat launch as the only access to the southern part of Jack Lake. This sale will definitely put an added strain on HBM's only public boat launch. It is absolutely necessary that HBM Council, on behalf of their taxpayers, advocate to North Kawartha Council that this North Kawartha boat launch should not be considered surplus, nor should it be sold.

I am deeply perturbed that this issue is being dealt with, when cottagers are not present. This same group of cottagers are the folk who represent the greater portion of the township tax base, and because of this, ought to be able to have input, particularly in the matters that affect them.

Sincerely,

Paul & Betty Thornton

Hello Apsley town council,

I am writing to you today to voice my concern and opposition to the proposed plan to classify the current city owned public boat launch as surplus property.

I have been coming to Apsley and the surrounding lakes for 30 years and Jack Lake for 20 years specifically.

To say I have grown up on these lakes is an understatement. Summers and winters alike my memories made here are some of the best. Unfortunately over the last few years many incidents of illegal development and improper use of public access points have deeply changed the landscape and environment the community loves and cherishes so much.

The plan to classify the public boat launch that so many community members have been relying on for decades risks to further degrade and further encourage reckless development of the waterfront.

Furthermore, this public access point is a key emergency access point for first responders for the entire south side of the lake, mainly Sharpes' bay. The risk of not having this available to first responders far outweighs any reasonable decision to reclassify this critical piece of land.

I am kindly asking the council to NOT classify this land as surplus property.

Thank you,

Daniel

Dear HBM Council,

We would like to write to echo the concerns of Jacks Lake Association, Ambrose Moran, and others, and encourage you to encourage / make a deal with NK Council not to sell these lands.

In addition to the rationales and explanations raised by the others, I would remind that Jack Lake is only one lake because of the dam, which is disintegrating and repairs have repeatedly declined by the federal government. The day that dam collapses, there will be two lakes again separated by a river at the current Narrows, and there will be no public launch in the lower lake - which BTW contains mostly HBM properties.

Since Jack Lake spans two townships, please consider making an arrangement with North Kawartha that can service the citizens of both townships.

We feel both HBM and NK councils owe a level of service and safety to your citizens and voters, and those that visit our townships.

I pray that this issue not be an example of the two townships not coordinating on managing this one lake, otherwise it will be another useful rationale to raise the spectre of transferring to one township again.

Many thanks,

Mike Jensen & Mark Kozicki

Good afternoon, Mayor Martin, Havelock-Belmont-Methuen Councillors and Acting Deputy Clerk Hutton.

As you may now be aware, North Kawartha Township Council has classified the only public boat launch in North Kawartha as surplus property—a move that could result in its sale and potential loss of access to the southern basin of Jack Lake. This issue affects those in North Kawartha, Havelock-Belmont-Methuen and beyond.

Many concerned Jack Lakers, including myself, have already reached out to North Kawartha Council to express their opinions. As a concerned laker who has property in the Township of Havelock-Belmont-Methuen, I felt it important to reach out to HBM Council with my concerns, as NK Council's decision will impact those in HBM as well.

The Jack's Lake Association has formally notified HBM Council about North Kawartha Township Council's decision to reclassify the only public boat launch in North Kawartha as surplus, moving toward its potential sale, which will have ramifications on HBM's boat launch at Jack Lake Road. I wanted to contact each of you as one of your constituents to urge you to please advocate on my behalf, and on behalf of your other taxpayers, to protect public lake access and prevent added strain on HBM's only boat launch.

This decision impacts HBM residents who rely on the Sharpe's Bay boat launch as the only boat launch in the southern basin of our lake.

Losing this boat launch will put added strain on HBM's only, already busy, public boat launch.

I ask that HBM Council please advocate to North Kawartha Council to reverse the decision to deem this land surplus and not to sell it to a private buyer on behalf of their taxpayers.

As island cottagers in Sharpe's Bay, my family and I rely on the NK boat launch in case of emergency. The many minutes saved by first responders launching their boat at FR 52A instead of at the HBM boat launch in Brooks Bay could mean the difference between life and death! This is not a small matter. It is a very real concern. Your advocacy on behalf of

many HBM Jack Lakers would mean a great deal to a large number of taxpayers who feel the same as I do.

My hope, and the hopes of many other Jack Lakers, whether residing in North Kawartha or Havelock-Belmont-Methuen, is that HBM Council will assist us in encouraging NK Council to, at minimum, defer any future decisions regarding selling the boat launch land to a private buyer until at least July 2025 to allow for more landowners/taxpayers to understand the situation, to share their views and for both sides to be better educated and informed on potential decisions.

Thank you very much for your attention to this matter. As I understand it, any materials to be presented to NK Council must be received by Deputy Clerk Kelly Picken - [k.picken@northkawartha.ca](mailto:k.picken@northkawartha.ca) - by 4pm this afternoon.

Please see the email below that I have sent to North Kawartha Council.

Caitlin Quarry

Sharpe's Bay

Jack's Lake Association Board



Good afternoon, North Kawartha Township Council and Deputy Clerk Picken.

I would like to express my opinion that **the North Kawartha Jack Lake Boat Launch at FR 52A should NOT have been designated as surplus and should most certainly NOT be sold to a private buyer.** This property should only be used as a public boat launch, as it was intended.

As it is the only boat launch for Jack Lake located in North Kawartha Township, I believe Council has an obligation to its taxpayers to continue to provide this very important access to the lake. This launch matters not only to Jack Lake landowners, but also to all North Kawartha taxpayers who may use the launch for personal recreation on the lake during all four seasons.

This access is critical for timely first responder access, for service providers, for water only access properties, and for local businesses hired to launch and remove personal watercraft within the southern basin of our lake. Without this access, timely emergency response will be greatly impacted, with the possibility of tragic results. The already busy boat launch located beside Forest Glen Marina will likely become even more congested, which is not ideal given that it's next to two marinas and often well-populated with children, pets and others. Increased lake traffic with only one boat launch will increase water pollution, congestion in the already busy Narrows area, increase costs and lack of productivity as the journey is much longer from Brooks Bay to Sharpe's Bay if there is no launch in Sharpe's Bay, and the list goes on and on.

I believe the land was given to North Kawartha Township as a gesture of goodwill by the Peterborough Land Company and the land should continue to be used in such a way. The land is not intended to be sold to the highest bidder. It also is certainly not 'surplus' - it is much needed and much used by many lakers and others living in North Kawartha.

Please consider reversing the vote on declaring the Jack Lake Boat Launch at 52A as surplus. Please do not allow this land to be sold to the highest bidder. Please allow this land to continue to function in the way it was intended - as a public boat launch, the only one in North Kawartha for Jack Lake. **Please have Council defer any decisions until at**

**least July 2025 when more Jack Lake landowners and visitors are able to be informed and educated on this lake-altering decision.** I believe this would be a gesture of good faith and transparency from Council to its constituents.

I ask that you please allow Council to be as informed as possible by their constituents, and those affected by any further decision making, before making a irreversible, potentially harmful decision, by deferring any decisions on March 18 pertaining to the boat launch at FR52A. Deferring this decision will allow Council to make a well-informed decision by allowing them to hear from more of those people whose lives would be affected by selling this non-surplus land.

Thank you. **I remain hopeful that Council will defer any decisions regarding this property until at least July 2025.**

Caitlin Quarry

Sharpe's Bay

Jack's Lake Association Board

We are writing to protest the proposed sale of the HBM boat launch at Jack Lake's Road.

This launch is a key part of the essential services at Jack lake and cannot be removed. Such a move would also impact on tax paying residents around the lake who depend on this launch.

It cannot be considered surplus and should not be sold.

Yours Sincerely,

Christine and bob Culbert.

Dear Deputy Clerk Hutton

I would like to express my view as a property owner on Jack Lake that the municipal Boat launch as Sharpe's Bay

on FR52A is not surplus. In my opinion, this is an essential access point to the lake for the following reasons:

Emergency services (fire, police, paramedics) to respond to incidents on the lake.

Residents and visitors who rely on it for safe and equitable lake access.

Local businesses and service providers who use it for boat and dock deliveries.

Utility and maintenance crews who require water access for essential work.

As you know Jack Lack is a vital and thriving part of the community, essential access to the south part of the lake

would be limited without this access point.

I would ask that you please consider this as input to your North Kawartha council colleague's decision on this

matter. I would appreciate you standing up for HBM residents.

thank you

Lesley Gallinger

Please do not classify the Jack Lake boat launch, the only public boat launch in North Kawartha as surplus property. It is NOT surplus property, he

**David Smith**

Hello Mayor, Deputy Mayor, Councillors and Acting Deputy Clerk

As tax payers in HBM we are strongly opposed to the sale of the boat launch on FR 52a. We agree with the position that it is a necessary option to access Jack lake for cottages essential emergency services and the public that do not have cottages on the lake. The alternate public boat launch already sees excessive traffic without adequate services for parking , ramp maintenance and road repairs. It is our position that the increased use of a single access to Jack lake would have a significant negative impact on the Jack lake community.

Thanks again,

Tammy And Mike Forbes

Hello:

I reside in the summer at an island cottage in Sharpe's Bay.

We need to keep this boat launch usable

for the following reasons:

- 1) Access is needed into or out of the lake because of fire and smoke if a forest fire occurs.
- 2) Access for EMS or for my own exit for medical emergencies
- 3) Other commercial marinas: Anchorage and Forest Glen are overcrowded and so is the launch
- 4) Lack of boat service availability requires access from the south end.
- 5) Lack of parking at the launches

Keeping this boat launch available is vital!

Thank you,

Ted Tracewicz,

Hello

Hopefully this group has received multiple emails/letters on this subject. As a taxpayer to HBM and a resident of Jack Lake I am hoping this group can advocate on mine and my fellow HBM taxpayers behalf for keeping the Sharpes Bay boat launch accessible and not viewed as surplus. I realize this is a NK land parcel however HBM and NK residents all ebb and flow across the lake and the township boundaries so decisions of one council do impact those resident in the other township. In particular this boat launch is important for emergency service access.

Many thanks

Eoin Brady

I am extremely concerned about this surplussing of this access.

It forces lake residents to use the marinas.

It essentially excludes access to non-residents to lake usage/access. A federal resource.

Citizens who are of limited means can not use/enjoy a public federal resource.

It becomes akin to a gated community.

Who has initiated this process?

Surely there is someone behind the process.

Does the parking bother some party?

The activity?

I wonder who benefits from this?

Dear Mayor and Councillors,

I am writing to make you aware – if you are not already – of a situation that will affect the provision of emergency services for your constituents in the HBM portion of Jack Lake, particularly in the southern part of the lake.

There is a community boat launch in the southern portion of Jack Lake located on FR 52A. This launch was given to the former Burleigh Township by Peterborough Lumber in the 1970s and has been a shared community resource for nearly 50 years.

Most important – it is used as an important and convenient access point for emergency services to reach parts of the lake that are located in HBM Township. While the launch area has been used for years for emergency services, utilities, etc., and cottagers to take their boats in and out of that part of the lake, in recent years it has been increasingly used for commercial purposes – despite the fact that there is a bylaw in place banning commercial use of the launch.

The property is zoned “Open Space – Rural” and in spite of this it is increasingly being misused.

Instead of enforcing their own bylaw, on March 4, NK proposed a bylaw to declare this property “surplus” with a view to subsequently sell it. This will be debated and voted on in the March 18 Council Meeting.

### **HBM Agreement with NK for Fire Services**

Any sale or closure of this site will severely restrict the ability of NK Fire Services and other first responders to reach properties that are located in this part of the lake. Without this launch, it means they have to enter the lake at Forest Glen Marina and travel many kilometers across the bays and through the Narrows to reach properties. This will add likely at least 20-30 minutes or more – depending on weather, traffic and other conditions -- to any response time. It is the difference between life and death.

Given your agreement with North Kawartha Township to provide you with fire services, have you discussed this decision of NK Council to sell the property and likely restrict any future use for fire services?

Residents and taxpayers on Jack Lake are expressing strong opposition to this possible sale. It serves no purpose and is an affront to the residents, taxpayers and first responders who rely on this lake access to launch boats and to have confidence that first responders can reach them in times of need.



Your constituents on Jack Lake are fighting against this move by North Kawartha. HBM Council should also take a position against the sale given the negative outcomes for emergency services and what seems like a weakening of your agreement with NK to provide fire services.

Yours truly

Pat Phillips

**Subject Jack Lake lack of Boat launching facilities.**

Members of North Kawartha (NK) Council to be distributed by Clerk  
[c.parent@northkawartha.ca](mailto:c.parent@northkawartha.ca)

Members of Havelock Belmont Methuen (HBM) Council to be distributed by Clerk Bob  
[Angione@hbmtwp.ca](mailto:Angione@hbmtwp.ca)

Very few Jack Lake cottagers have recently become aware that North Kawartha is, off season, in the process of declaring surplus and selling a long-established community boat launch serving the south basin of Jack Lake in Sharpes Bay on FR 52A. This launch is used by large number of taxpayers of both HBM and NK.

Over the years there has become an increased requirement for convenient boat launches. It is not that a lot of new cottages are being built, but rather there is a growing trend for multigenerational properties and also the number of water vessels at each cottage.

The NK Council will be receiving, on Tuesday this week, a significant response from the directly affected cottager community objecting to the potential sale of the long established launch. If in fact the launch is sold, all the Jack Lake south basin boaters will then have no other option than utilize the only other launch at the end of the Jack lake road at Brooks bay.

This jointly owned municipal facility has a history of issues which have challenges to deal with related to overcrowding, illegal parking, encroachments and obstructions by commercial activities during peak seasons.

The additional launching load from FR52 would aggravate the existing ongoing historic issues.

Also, HBM should be very concerned that response time for emergency services will be affected if the long established access on the south basis is turned over to private ownership. This is an essential crucial facility which is not surplus.

On behalf of my family and neighbors, this is a request that both Councils engage in recognizing the need to keep the exiting RR52 launch in public ownership.

Vicki Woodcox

# TOWNSHIP OF HAVELOCK-BELMONT-METHUEN

To: Mayor Martin and Members of Council  
From: Bob Angione, Chief Administrative Officer/Clerk  
Meeting Date: April 1, 2025  
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:

Beverly Flagler, Councillor

1. HBM Youth Committee – Meeting Minutes – February 19, 2025

Jerry Doherty, Councillor

1. Community Policing Committee – Meeting Agenda – January 8, 2025

Hart Webb, Deputy Mayor

1. Peterborough County OPP Detachment Board – Meeting Minutes – February 24, 2025

## **Financial Impact:**

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

## **Strategic Plan Reference:**

Transparency: We communicate openly with those whom we serve.

1.0 We strive for organizational excellence with specific emphasis in internal and external communications.

Respectfully Submitted:

*Bob Angione*

Bob Angione, Chief Administrative Officer/Clerk



# HBM YOUTH COMMITTEE MEETING MINUTES

**Date:** February 19, 2025

**Time:** 7:00 p.m.

**Place:** Old Town Hall

**Attendees:** Debbie Ottley (Co-Chair), Bev Flagler (Councillor and Co-Chair), Kim Henderson (Treasurer), Gracie Peet-Riel, Maggie Templeton, Mick Riel, Joshua McKay, and Shari Gottschalk (Economic Development Officer and Secretary)

**Regrets:** Hart Webb

**Call to Order: 7:07 pm**

An open Regular Meeting of the HBM Youth Committee for the Township of Havelock-Belmont-Methuen was held on February 19, 2025, and commenced at 7:07 p.m. within the Town Hall.

## **Meeting Minutes Acceptance:**

- December 18, 2024
- January 15, 2025

A motion was put forward to accept the minutes from the December 18, 2024, committee meeting.

- Moved by Debbie Ottley
- Seconded by Joshua McKay
- Carried.

A motion was put forward to accept the minutes from the January 15, 2025, committee meeting.

- Moved by Gracie Peet-Riel
- Seconded by Debbie Ottley
- Carried.

## **COMMITTEE BUSINESS**

### **1. NEW MEMBER WELCOME**

- New member Maggie Templeton was welcomed to the committee as our newest youth committee member.
- Returning members Gracie Peet Riel (youth committee member), as well as Debbie Ottley and Mick Riel (adult committee members) were thanked for their continued commitment to the committee.

### **2. TREASURER'S REPORT**

- Kim reported the Committee has \$286.69 in the bank with no outstanding cheques or payments. There was a donation of \$65 to the club at the Paint with Joshua event.
- A motion was put forward to accept the treasurer's report.
  - Moved by Mick Riel
  - Seconded by Joshua McKay
  - Carried.

### 3. EVENT PLANNING

- **Paint Night with Joshua – Post Event Review**
  - The event was double-booked at the Town Hall causing a lot of stress and last-minute troubleshooting.
  - All were grateful for making quick arrangements to use the Lions Hall and all participants were redirected or driven to the event (thank you Gracie).
  - Despite the chaotic start, the event was a great success from the very quick sell out to the event itself.
  - The committee decided another Paint Night with Joshua was be ideal this spring, Joshua to confirm if that will work for him.
- **Kids Cooking Class – Feb. 28<sup>th</sup> @ 4 – 6 pm**
  - 6 registered for the class (FULL) and 3 seniors to help. Admission will be a Foodbank donation.
  - Debbie has kept a list of people who wanted to register their child, but the 6 spaces were full.
  - Debbie, Mick and Gracie will attend to help. Maggie will be participating. All participants will get to eat together.
  - Debbie's purchased 12 black aprons for the cooking class(es).
- **Kids Bingo – Mar. 28<sup>th</sup> @ 6 - 7 pm**
  - Katie Hayward is ordering dabbers and Seniors Club will have refreshments available (similar pricing to HBM Youth events).
  - Admission will be a Foodbank donation.
  - Debbie has ideas for gift baskets as prizes. More info to follow.
  - Debbie, Mick and Gracie will attend to help. Maggie will be participating. All participants will get to eat together.
  - Shari & Debbie to meet with Marie Fairbank (instructor) to go over final details.
- **Alice in Wonderland (Casting Call) – Mar. 13<sup>th</sup> @ 2 - 5 pm**
  - Gracie's downloaded the script for the play, Joshua and Gracie will hold the Casting Call event on Thurs. Mar. 13<sup>th</sup> at the Town Hall.

- Targeting 10 – 15 kids to be in the play and helping with set design. Gracie will focus on the script and Joshua on sets and background.
  - Mick is friends with Daniel Ross who assists with the West Ben theatre and would be a great addition. Mick will reach out to him.
  - Gracie is going to create the Casting Call poster with QR code.
  - Shari to request In-kind Facility Rental Use of the Town Hall.
- **Soap Box Derby** – Jun 21 @ 10am - 2pm
    - Location is atop hill on Mathison St pointing downwards towards Victoria St.
    - Debbie got a quote for the NDHS youth band and they're charging \$500, as per Cindy McReady.
    - Shari needs to create a template letter to be sent out to all local community groups encouraging/inviting them to participate. We can run several heats so we can have more than 6 – 7 clubs. We're going to target all youth sports clubs, Cubs/Scouts, and other community volunteer groups. For example, the Policing Committee would use the OPP painted soap box car.
    - We need to speak with all residents on the north and south sides of Mathison St from the corner of Oak St to Victoria St. Kim and Debbie will work on one side of the street and Shari & Bev will work the other. Each team will have a Road Closure permission form that outlines the details of the event (who, when, where, and for how long) that will have to be signed. We will have a 1-pgr documents to be left behind with full contact info should the resident have questions afterwards.
    - Shari will bring a Report to Council requesting permission to close the street, include the signed form, as well as a Traffic Plan approved by Public Works and Fire departments.
    - Shari to reach out to the Catholic Church to see if they would allow people to park in their parking lot during the event.

#### 4. OTHER BUSINESS

- **Creative Youthful Street Lights** – Debbie hasn't had a chance to research this further. Info to follow.
- **Club T-shirts** – Debbie is ordering T-shirts for new members and those that didn't receive one earlier.
- **Town Hall Storage** – Shari is going to ask if the Youth Club can keep 2 totes on the stage for club items.
- **Celebrate Havelock** – Mick, Debbie, and Maggie will man the Celebrate Havelock booth. Debbie's going to reach out to Karen Pearce to complete the Exhibitor Registration form.
- **Lions Hall Appreciation** – Mick raised the point that the Lions Club has played an important role in supporting the Club. He recommends that we have a Lions Club

Appreciation plaque made and placed in the Lions Hall after the renovations are completed.

**Correspondence:**

None

**Attachments:**

– None

**Next Meeting:** Wed Mar. 19, 2025

**Meeting Adjournment:**

A Motion was raised to adjourn the meeting.

Moved by Debbie Ottley  
Seconded by Joshua McKay  
Carried.

The meeting was adjourned at 8:18 p.m.

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**Co-Chair Signature**

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**Secretary Signature**



**"HAVELOCK-BELMONT-METHUEN  
COMMUNITY POLICING COMMITTEE"**



DATE: Wednesday, January 8<sup>th</sup>, 2025

LOCATION: Havelock OPP Sub-station

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**Present:** (alphabetically by surname)

**Sharon** H. Estabrooks [*Secretary-Treasurer*]; **Glenda** Fudge [*Vice Chair*];  
**Robert** Fudge [*Chair*]; **Kim** Henderson; **Kerry** Motton; **Debbie** Ottley; **Karen**  
Pearce [*Media Liaison*].

**Regrets:** **Rolf** Joss; **Jerry** Doherty [*"H-B-M Counsellor-Township Ward"*].

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**1) Call Meeting to Order:**

Robert called our "*Meeting to Order*" at 7:00 PM.

**2) AGENDA:**

It was moved by **Karen** and seconded by **Kim** that the "*AGENDA*" for this evening be approved as presented. Passed unanimously.

**3) Minutes:**

It was moved by **Karen** and seconded by **Kerry** that the "*Minutes*" from the "*Committee Meeting*" which was held on **Wednesday, November 13<sup>th</sup>, 2024** be approved as presented. Passed unanimously.

**4) Business from Minutes:**

**a)** Our "*Committee*" has been advised that, rather than **Kathy Clement** as our "*H-B-M Councillor At-Large*", we shall now have **Jerry Doherty** as our "*H-B-M Counsellor-Township Ward*". Due to a double-booking this evening, he was not able to attend our "*Meeting*" this evening. We are looking forward to having him join us during our "*Meeting*" in February.

**b)** Regarding the "*Police Services Board Meetings*", although we have been advised that these "*Meetings*" are open for the public to attend, unfortunately we have never been advised of the dates of these "*Meetings*".

## **COMMUNITY POLICING COMMITTEE (cont'd) > January 8<sup>th</sup>, 2025**

### **Business from Minutes (cont'd):**

- c) Regarding the **"OPP Sub-Station Signage"**, we have not heard any further update regarding this endeavour.
  
- d) Regarding the **"Tyler Boutilier School Bursaries"**, as was established during our **"Meeting"** held on **Wednesday, October 9<sup>th</sup>, 2024**, there is **no need for any further discussion** regarding this issue until after the **"2025 Celebrate Havelock"**.
  
- e) **"The Havelock Santa Claus Parade"** which was held on **Saturday, November 16<sup>th</sup>, 2024** was very successful. The **remaining candy** from this event was donated to the **"Havelock Food Bank"**.
  
- f) Kim has completed the **"Food Handling Course"** on-line. And now **Debbie** and **Kerry** are planning to take the **"Course"** as well.
  
- g) The **"Cram the Cruiser"** event held on **Saturday, December 7<sup>th</sup>, 2024** was a great success. After calculating the food received from several different sources, the **"guesstimated total"** collected was **\$1,865!!!**
  - 1) **Sharon** sent a **"Thank You E-mail"** to all those who participated during the event.
  - 2) **Barb Woods** sent a **"Thank You E-mail"** for all the work we put into collecting so much food for the **"Havelock Food Bank"**, especially with being so close to **the "Christmas Season"**!
  - 3) At the request from **Janice** at the **"Havelock Foodland"**, several members of the **"Committee"** who were available were invited to meet at **"Foodland"** on **Saturday, December 14<sup>th</sup>, 2024** at 2:00 PM in order to **pictures** to be taken of the **"Committee"** presenting to **Janice** the **monies** which were collected from **"Cram the Cruiser"** for the **"Donation Drive"** which **"Sobey's"** is holding to match **"Dollar-for-Dollar"**.
  
- h) We were advised to remove the entry for **Marg Brown** regarding the **"Havelock Food Bank"** from our **"2025 Phone Directory"**.

### **5) Correspondence:**

**Sharon** reported that there was no correspondence.

**COMMUNITY POLICING COMMITTEE (cont'd) > January 8<sup>th</sup>, 2025**

**Business from Minutes (cont'd):**

**6) Financial Report:**

• Chequing Account	~	\$ 834.55
• "Boutilier Memorial Fund" Account	~	<u>\$5,390.66</u>
• TD Bank Balance	~	<u>\$6,225.21</u>
• Petty Cash	~	\$ 106.11

It was moved by **Sharon** and seconded by **Karen** that we **accept** the "**Financial Report**" as presented. Passed unanimously.

**7) New Business:**

**a) Bill Paid:**

- **Cheque #036** was written to **Karen** in the amount of **\$54.32** which covered the cost of:

"Tim Hortons" for "Cram The Cruiser"	=	\$ 2.99
"Tim Hortons" for "Cram The Cruiser"	=	\$10.55
"Giant Tiger" for "Christmas Candy"	=	\$16.78
"Bargain Binz" for 75 Give Aways (Ice Packs)	=	<u>\$24.00</u>
<b>TOTAL</b>	=	<u><b>\$54.32</b></u>

[NOTE: The Ice Packs are for "**2025 Celebrate Havelock**".]

**8)** Our **next Meeting** is scheduled for **Wednesday, February 12<sup>th</sup>, 2025** at **7:00 PM** at the "**Havelock OPP Sub-station**".

**9)** **Karen** adjourned our "**Meeting**" this evening at **8:15 PM**.

*Respectfully Submitted,  
Sharon H. Estabrooks,  
Secretary/Treasurer.*

**Minutes**  
**Peterborough County OPP Detachment**  
**Board**  
**Monday, February 24, 2025 - 1:00 PM**  
**Hybrid Committee Room and Electronic**



- Present:** Chair John Braybrook, Councillor, Trent Lakes  
Vice-Chair Heather Watson, Mayor, Douro-Dummer  
Member Caroline Goodenough, Provincial Appointee  
Member Brian Henry, Councillor, Selwyn  
Member Carolyn Amyotte, North Kawartha  
Member Hart Webb, Deputy Mayor, Havelock-Belmont-Methuen  
Member Patrick Wilford, Mayor, Asphodel-Norwood
- OPP Representatives Present** Chris Galeazza, Detachment Commander, Peterborough County OPP  
Angie Kerr, Staff Sergeant, Peterborough County OPP
- Regrets:** Member Joe Taylor, Mayor, Otonabee-South Monaghan  
Appointee Laurie Carr, Chief, Hiawatha First Nation  
Appointee Jeffrey Jacobs, Deputy Chief, Curve Lake First Nation
- Staff Present:** Emmanuel Pinto, Board Administrator, Peterborough County  
Sheridan Graham, CAO, Peterborough County  
Kari Stevenson, Director of Legislative Services/Clerk, Peterborough County  
Shae-Lyn Burnett, Administrative Services Assistant, Legislative Services. Peterborough County

**1. Opening Ceremonies**

**1.1 Call to Order**

The Chair called the meeting to order at 1:00p.m.

**1.2 Roll Call**

Emmanuel Pinto, Board Administrator conducted the Roll Call. A quorum was deemed to be present.

**1.3 Land Acknowledgement and Moment of Reflection**

The Chair asked for the Land Acknowledgement video to be played and led the board in a Moment of Reflection.

**1.4 Member Recognition**

Chair Braybrook recognized and congratulated Peterborough County OPP Detachment Commander Chris Galeazza for receiving the King Charles III Coronation Medal.

**2. Disclosure of a Conflict of Interest**

2.1 The Chair reminded members of the board of their obligation to declare a Conflict of Interest. None were declared.

**3. Approval of Agenda**

**3.1 Resolution No. 14-2025**

Moved by Member Webb  
Seconded by Member Goodenough

That the agenda be approved as printed.

**Carried**

**4. Adoption of Minutes**

4.1 Peterborough OPP Detachment Board Minutes of January 27, 2025

**Resolution No. 15-2025**

Moved by Member Wilford  
Seconded by Member Amyotte

That the minutes of the January 27, 2025 Peterborough County OPP Detachment Board meeting be approved.

**Carried**

**5. Business Arising Out of a Previous Meeting**

**5.1 Meeting Protocol Refresher Training**

Kari Stevenson, Director of Legislative Services/Clerk, Peterborough County

Kari Stevenson reviewed the protocols and procedures of OPP Detachment Board meetings with references to the Terms of Reference, parliamentary procedure, and the Community Safety and Wellbeing Plan, 2019. She also reviewed the role of the Chair and Board Administrator.

Members were given the opportunity to ask specific questions.

**Resolution No. 16-2025**

Moved by Member Henry  
Seconded by Member Goodenough

Recommendation: That the Board receive the presentation from Kari Stevenson, Director of Legislative Services/Clerk, Peterborough County regarding Meeting Protocol Training.

**Carried**

- 5.2** Peterborough Situation Tables Background Report  
Inspector Chris Galeazza, Detachment Commander, Peterborough County  
OPP

**Resolution No. 17-2025**

Moved by Member Webb  
Seconded by Member Amyotte

Recommendation: That the Board receive the report from Inspector Chris Galeazza, Detachment Commander, Peterborough County OPP, regarding the Peterborough Situation Table.

**Carried**

- 5.3** Peterborough OPP Community Engagement Background Report  
Inspector Chris Galeazza, Detachment Commander, Peterborough County  
OPP

**Resolution No. 18-2025**

Moved by Member Henry  
Seconded by Member Wilford

That the Board receive the report from Inspector Chris Galeazza, Detachment Commander, Peterborough County OPP, regarding the OPP Community Engagement Budgetary Request.

**Carried**

**6. Delegations and Presentations**

**7. Reports/Correspondence**

- 7.1** OPP Board Draft Budget  
Jennifer Stover, CFO/CIO/Deputy CAO, Peterborough County

**Resolution No. 19-2025**

Moved by Vice-Chair Watson  
Seconded by Member Amyotte

That the Peterborough County OPP Detachment Board allocate \$7,000 to OPP Detachment Community Engagement efforts in the 2025 Budget.

**Carried**

**Resolution No. 20-2025**

Moved by Vice-Chair Watson  
Seconded by Member Henry

That the Peterborough County OPP Detachment Board allocated \$8,000 as a stop-gap measure in the 2025 budget towards the Peterborough Situation Tables and;

That this resolution be sent to the Peterborough Community Safety and Wellbeing Table, Peterborough Police Services Board, and Township of Cavan Monaghan to consider supporting.

**Carried**

**Resolution No. 21-2025**

Moved by Member Henry  
Seconded by Member Webb

That the Board receive the report from Peterborough County's CFO/CIO/Deputy CAO regarding the OPP Board Draft Budget for information;

That a stabilization reserve be established with annual surpluses contributing to the reserve, and deficits being drawn from the reserve;

That the reserve balance not exceed 10% of the annual budget;

That any amounts in excess of the reserve balance be returned to the member municipalities to offset the following year contribution; and

That the draft budget be brought back to the next meeting for approval.

**Carried**

- 7.2** Peterborough County OPP Detachment January 2025 Report  
Inspector Chris Galeazza, Detachment Commander, Peterborough County  
OPP Detachment

**Resolution No. 22-2025**

Moved by Member Webb  
Seconded by Member Henry

That the Board request that the Detachment Commander present the crime statistics report quarterly going forward.

**Carried**

**Resolution No. 23-2025**

Moved by Vice-Chair Watson  
Seconded by Member Amyotte

That the Board receive the OPP January 2025 Report for information.

**Carried**

**8. By-laws**

- 8.1 By-Law 2025-01 being "Procedural By-Law" (The Board moved to approve the changes recommended to the current Procedural By-Law 2024-01 at the January 25, 2025 Meeting).

**Resolution No. 24-2025**

Moved by Member Amyotte  
Seconded by Member Henry

That the Board adopt By-Law 2025-01, "Procedural By-Law" and Repeal By-Law 2024-01 being, "Procedural By-Law".

**Carried**

**9. Notice of Motion**

**10. Information Items**

**11. Closed Meeting**

**Under the authority of the Community Safety and Policing Act, 2019, S.O. 2019, c. 1, Sched. 1, S.44(2) to consider:**

(k) information that section 8 of the *Municipal Freedom of Information and Protection of Privacy Act* would authorize a refusal to disclose if it were contained in a record



**Resolution No. 25-2025**

Moved by Member Amyotte  
Seconded by Vice-Chair Watson

*That the Board move into Closed Session at 3:00p.m. under Section 44(2) of the Community Safety and Policing Act, 2019, S.O. 2019, c.1, Sched. 1, S.44(2) to consider; (k) information that section 8 of the Municipal Freedom of Information and Protection of Privacy Act would authorize a refusal to disclose if it were contained in a record.*

**Carried**

**12. Business Arising from Closed Session**

**13. Adjournment**

**13.1** The next meeting is scheduled for March 24, 2025

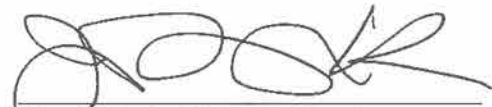
**13.2** Adjournment

**Resolution No. 26-2025**

Moved by Member Goodenough  
Seconded by Member Amyotte

That the Board meeting adjourn at 3:23 p.m.

**Carried**

  
\_\_\_\_\_  
Board Chair, John Braybrook

  
\_\_\_\_\_  
Board Administrator, Emmanuel Pinto

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

### By-law Number 2025 - 025

Being a by-law to adopt the estimates for 2025, to establish and adopt tax rates, and to provide for a minimum tax.

**WHEREAS** Section 312(1) of the *Municipal Act*, R.S.O. 2001, c.25, as amended, provides that the council of a local municipality shall in each year prepare and adopt estimates of all sums required during the year for the purposes of the municipality;

**AND WHEREAS** Section 312(2) of the *Municipal Act*, R.S.O. 2001, c.25, as amended, by Bills 106,149,160,164 and 16 provides that the council of a local municipality shall, after the adoption of the estimates for the year, pass a by-law levying a separate tax rate on the assessment in each property class;

**AND WHEREAS** Sections 307 and 308 of the *Municipal Act*, R.S.O. 2001, c.25, as amended, requires tax rates to be established in the same proportion to tax ratios, and;

**AND WHEREAS** the 2025 levy for all purposes has been established in accordance with Schedule "A" attached hereto; and;

**AND WHEREAS** certain regulations require reductions in certain tax rates for certain classes or subclasses of property;

**AND WHEREAS** Section 355(1) of the *Municipal Act*, R.S.O. 2001, c.25, as amended, provides that the council of a municipality may by by-law provide for a minimum tax;

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

1. That the estimates of all sums required during the year 2025 for the purposes of the municipality, including cost of policing, requiring a levy of \$8,082,534, for the General tax rate, be hereby adopted.

<b>Township of Havelock-Belmont-Methuen</b>	
<b>2025 Net Tax Levy</b>	
<b>Description</b>	<b>2025 Approved Budget</b>
<b>Administration</b>	\$1,298,903
<b>Council</b>	\$287,416
<b>Animal Control</b>	\$8,052
<b>Building</b>	
<i>Building</i>	\$254,546
<i>Bylaw</i>	\$41,020
	\$295,566
<b>Cemetery</b>	\$63,735
<b>Conservation Authorities</b>	\$341,942
<b>Facilities</b>	\$229,947
<b>Fire</b>	\$863,112
<b>Library</b>	\$104,292
<b>Parks, Recreation &amp; Facilities</b>	
<i>Recreation Administration</i>	\$388,606
<i>Parks Operating</i>	\$356,950
	\$745,556
<b>Planning and Development</b>	\$157,427
<b>Police</b>	\$1,358,432
<b>Public Works</b>	
<i>PW - Administration</i>	\$956,727
<i>PW - Operations</i>	\$949,251
	\$1,905,978
<b>Sewer</b>	
<b>Waste</b>	
<i>Waste Administration</i>	\$212
<i>Transfer Stations</i>	\$408,754
	\$408,966
<b>Water</b>	
<b>Source Water</b>	\$13,210
	<b>\$8,082,534</b>

2. That tax ratios to apply for local municipal purchases for each of the property classes be:

<b>Township of Havelock-Belmont-Methuen</b>	
<b>2025 Tax Ratios by Property Class</b>	
<b>Description</b>	<b>2025 Tax Ratio</b>
Commercial	1.09860
Farmland	0.25000
Landfill	1.01000
Industrial	1.54320
Industrial Aggregate Extraction	1.25571
Multi-Residential	1.00000
New Multi-Residential	1.00000
Pipeline	0.93860
Residential	1.00000
Managed Forests	0.25000
Exempt	

3. That the tax ratios to apply for municipal purposes, for each of the subclasses prescribed under paragraph 1 of Subsection 8 (1) of the Assessment Act, be reduced as follows:
- a. Commercial Vacant Land and Excess Land subclasses – 30%
  - b. Industrial Vacant Land and Excess Land subclasses – 35%

2. That the following General municipal tax rates be adopted:

<b>Township of Havelock-Belmont-Methuen            2025 Municipal Tax Rates</b>		
<b>Description</b>	<b>Tax Class and Qualifier Code</b>	<b>Municipal</b>
Commercial Taxable	CT,XT	0.006115570
Comm Vacant and Excess Land	CV, CU, CY, CZ, CX, XU	0.004280900
Farmland	FT	0.001391670
Landfill	HF	0.005622360
Industrial Taxable	IT, JT, IH	0.008590520
Ind Vacant and Excess Land	IU, IX, JU	0.005583840
Multi-Residential	MT	0.005566690
New Multi-Residential	NT	0.005566690
Pipeline	PT	0.005224900
Residential	RT	0.005566690
Managed Forests	TT	0.001391670
Exempt	E	

4. That the estimates of all sums required during the year 2023 for the purposes of the HBM Village Area municipality, be hereby adopted.

<b>2025 HBM Village Area Levy</b>	
Reserve contribution	\$ 97,030
Garbage Collection	\$ 50,000
	\$ 147,030

3. That the following Village Area municipal tax rates be adopted:

<b>RTC</b>	<b>TAX RATE</b>
RESIDENTIAL (RT)	0.1526060%
MULTI RES (MT)	0.1526060%
NEW MULTI RES (NT)	0.1526060%
FARMLAND (FT)	0.0381520%
COMMERCIAL (CT)	0.1676530%
COMMERCIAL VAC EXCESS (CU)	0.1173570%
COMMERCIAL VACANT (CX)	0.1173570%
COMMERICAL NEW CONST (XT)	0.1676530%
INDUSTRIAL (IT, IH)	0.2355020%
INDUSTRIAL VAC EXCESS (IU)	0.1530760%
INDUSTRIAL VACANT (IX)	0.1530760%
LANDFILL (HF)	0.1541320%
MANAGED FOREST (TT)	0.0381520%
PIPELINE (PT)	0.1432360%

4. That where the sum of the taxes for which any person is chargeable in any year for municipal, school, local improvement and other purposes, upon any real property assessed in one parcel to the same owner would according to the assessment thereon be less than \$25.00, the sum of such taxes shall be deemed to be \$25.00, and shall be so entered on the collector's roll, and the difference between the sum that would have

- been entered but for this section and the sum of \$25.00 shall form part of the general funds of the municipality.
7. The first installment of the interim levy shall become due and payable on the 31<sup>st</sup> day of March, 2025. The second installment of the interim levy shall become due and payable on the 30<sup>th</sup> day of May, 2025.
  7. The first installment of the final levy shall become due and payable on the 31<sup>st</sup> day of July, 2025; Second installment of the final levy shall become due and payable on the 1<sup>st</sup> day of October, 2025 and non-payment of the amount, as noted, on the dates stated in accordance with this section, shall constitute default.
  8. On all taxes of the levy which are default, a penalty of 1.25 percent shall be added on the 1<sup>st</sup> day of default and on the 1<sup>st</sup> day of each and every subsequent month the default continues, until December 31, 2025.
  9. On all taxes in default on January 1<sup>st</sup>, 2025, interest shall be added to the principal amount of taxes owing at the rate of 1.25 percent per month for each month or fraction thereof in which the default continues.
  10. Penalties and interest added in default shall become due and payable and shall be collected as if the same had originally been imposed and formed part of such unpaid tax levy. The Tax Collector has no authority to waive or alter penalty and interest.
  11. The collector shall mail or cause the same to be mailed to the residence or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
  12. That taxes shall be payable, in Canadian funds, at the Township of Havelock-Belmont-Methuen Municipal Office; by mail with a money order or current/postdated cheques; financial institution at the teller; through 'telebanking' or 'internet banking'; or through pre-arranged payment plans.
  13. Pre-authorized payment enrollment is available, with no interest charges or fees, for those who may be concerned about meeting due dates.

Read a first, second, and third time and finally passed this 1st day of April, 2025.

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Jim Martin, Mayor

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Robert V. Angione, Clerk



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

**By-law Number 2025 - 026**

Being a by-law to confirm the proceedings of the Regular Meeting of the Council of the Township of Havelock-Belmont-Methuen held on April 1, 2025.

**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 first day of April, 2025 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 1st day of April, 2025.

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Jim Martin, Mayor

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Robert V. Angione, Clerk