

Minutes County Council - Regular Meeting



9:30 AM - Wednesday, February 19, 2025

Electronic Participation

The meeting was held hybrid (in-person and electronic) and was streamed live on the County of Peterborough's YouTube channel ([Part 1](#) and [Part 2](#)).

- Present:** Warden Bonnie Clark, Councillor Peter Franzen, Councillor Ron Black, Councillor Lori Burt, Councillor Matthew Graham, Councillor Terry Lamshead, Councillor Jim Martin, Councillor Harold Nelson, Councillor Joe Taylor, Councillor Heather Watson, Councillor Hart Webb, Councillor Jim Whelan, and Councillor Pat Wilford
- Regrets:** Deputy Warden Sherry Senis, Councillor Carolyn Amyotte, and Councillor Ryan Huntley
- Staff Present:** Chief Administrative Officer Sheridan Graham; CFO/CIO/Director of Corporate Services/Deputy CAO Jennifer Stover; Chief of Paramedics Patricia Bromfield; Director of Legislative Services/Clerk Kari Stevenson; Director of Strategic Services Lynn Fawn; Director of Planning, Development and Public Works Iain Mudd; Manager of Finance/Deputy Treasurer Michelle Fisher; General Manager of Communications and Tourism Tracie Bertrand; General Manager of People Services Allison Young; General Manager of Engineering and Construction Doug Saccoccia; General Manager of Operations Bill Linnen; Manager of Waste Management Kerri Snoddy; Supervisor of IT Systems and Security Benson Mathison;

1. Call To Order

Warden Clark called the meeting to order at 9:31 a.m.

2. Land Acknowledgement

3. Moment of Silent Reflection/Silence

Councillor Peter Franzen, Trent Lakes Alternate Member, recited his oath of office.

4. Adoption of Agenda

Resolution No. 23-2025

Moved by Councillor Watson
Seconded by Councillor Wilford

That the agenda be adopted as circulated.

Carried

At this time Council dealt with agenda items 12 through 14, however the minutes reflect the order of the agenda.

5. Disclosure of Interest

There were no disclosures of interest.

6. Adoption of Minutes

Resolution No. 24-2025

Moved by Councillor Webb
Seconded by Councillor Burt

That the minutes of the Regular Council meeting of February 5, 2025 be adopted as circulated.

Carried

7. Delegations and Presentations

- a. **Alan Wilson, Board Member, Brock Mission**
Re: Brock Mission 2026 Expansion Plan

Resolution No. 25-2025

Moved by Councillor Taylor
Seconded by Councillor Franzen

That the presentation from Alan Wilson, Board Member, Brock Mission regarding the Brock Mission 2026 Expansion Plan be received; and

That a letter of support from the County of Peterborough for the Brock Mission 2026 Expansion Plan be forwarded to the presenter; and

That the funding request be referred to the 2026 budget deliberations.

Carried

8. Consent Items

Note: All matters listed under Consent Items are considered to be routine, housekeeping, information or non-controversial in nature and to facilitate Council's consideration can be approved by one motion.

- a. **Staff Reports**
Sheridan Graham, CAO, Deputy Clerk, Deputy Treasurer

Re: Change to Lease Agreement with Cavan Monaghan

- b. Staff Reports**
Michelle Fisher, General Manager, Finance/Deputy Treasurer
Re: 2025 Tax Policy and Rates Report
- c. Staff Reports**
Marissa Martin, Records & Information Management Coordinator
Re: Amendments to Records Retention Schedule
- d. Correspondence Report**
- e. Committee Minutes**
Finance Committee
Re: Minutes of January 30, 2025
- f. Committee Minutes**
Lang Pioneer Village Museum Advisory Committee
Re: Minutes of January 28, 2025
- g. Liaison Reports from External Committees, Boards and Agencies**
Fairhaven Committee of Management
Re: Minutes of January 8, 2025

Item 8.b. was pulled from the consent items to be dealt with separately.

Resolution No. 26-2025

Moved by Councillor Graham
Seconded by Councillor Whelan

That report FIN 2025-02 be received; and

That comments be forwarded to staff by February 26, 2025.

Carried

Resolution No. 27-2025

Moved by Councillor Webb
Seconded by Councillor Burt

That Report CAO 2025-01, Change to Lease Agreement with the Township of Cavan Monaghan, be received; and

That the amendment to the Basic Rent in the Lease Agreement with the Township of Cavan Monaghan, set out in this report, be approved; and,

That Report CPS 2025-06, Amendments to Records Retention Schedule, be received; and

That a new by-law be created to reflect the changes outlined for destruction and record tracking purposes; and,

That Correspondence Report CPS 2025-07 be received for information; and,

That the minutes of the Finance Committee dated January 30, 2025 be adopted; and,

That the minutes of the Lang Pioneer Village Museum Advisory Committee dated January 28, 2025 meeting be adopted; and

That staff be directed to thank Mr. Gilbert for his proposal and advise him that the offer must be declined due to lack of financial resources to install and maintain the structure, the potential liability concerns, and that the proposal does not fit the 19th-century time period of the museum, limiting areas for installation; and,

That the minutes of the Fairhaven Committee of Management dated January 8, 2025 be received.

Carried

9. Staff Reports - Direction

- a. Jennifer Stover, CFO/CIO/Deputy CAO
Re: 2025 Budget Reliance on Reserves Update**

Resolution No. 28-2025

Moved by Councillor Taylor
Seconded by Councillor Martin

That report FIN 2025-001 titled 2025 Budget Reliance on Reserves Update be received; and

That the 2025 operating budget be amended as described in this report.

Carried

- b. Jennifer Stover, CFO/CIO/Deputy CAO
Re: Expense and Professional Development Policy Updates**

Resolution No. 29-2025

Moved by Councillor Black
Seconded by Councillor Lambshead

That report FIN 2025-03, Expense and Professional Development Policy Updates be received; and

That comments on Policies FI-5 and HR-19 be sent to the CFO/CIO/Deputy CAO prior to February 25th.

Carried

- c. Jennifer Stover, CFO/CIO/Deputy CAO**

**Christopher Lee, General Manager of Information Technology
Re: Acceptable Use of County Technology Resources Policy**

Resolution No. 30-2025

Moved by Councillor Nelson
Seconded by Councillor Whelan

That Report FIN 2025-04 Acceptable Use of County Technology Resources Policy be received; and

That comments on Policy CORP-07 be sent to the CFO/CIO/Deputy CAO prior to February 25th.

Carried

- d. **Doug Saccoccia, General Manager, Engineering & Construction
Re: School and Community Safety Zone Policies**

Resolution No. 31-2025

Moved by Councillor Webb
Seconded by Councillor Watson

That Report PDPW-2025-06, School and Community Safety Zone Policies, be received; and

That comments be forwarded to the General Manager, Engineering of Construction prior to March 3, 2025; and

That the report be circulated to local private schools and lower tier municipalities asking for comments prior to March 3, 2025.

Carried

- e. **Kerri Snoddy, Manager, Waste Management & Sustainability
Re: Post Transition Options for Non-Eligible Sources Follow Up**

Resolution No. 32-2025

Moved by Councillor Graham
Seconded by Councillor Nelson

That report PDPW 2025-07 Post Transition Options for Non-Eligible Sources Follow Up be received.

Carried

10. Notices of Motion

11. Announcements

Councillor Burt recognized and congratulated the award winners from the second annual Celebration of Agriculture event held on February 8, 2025. She also thanked Warden Clark and Councillor Taylor for presenting certificates to award winners at the event.

Councillor Webb announced that on Monday February 24, 2025, a Meet the Petes event will be held at the Havelock Arena starting at 3:30 p.m.

Warden Clark advised that on Wednesday, March 5, 2025, at 12 Noon, Peterborough County will be raising the Irish Flag at the front of Courthouse to commemorate the Bicentennial of the Peter Robinson Emigration from Ireland to Peterborough. She encouraged Council members to attend and to wear green.

12. Closed Session (Timed Closed Session 9:35 a.m.)

Under the authority of the Municipal Act, 2001, S.O. 2001, c. 25, S. 239(2) to consider:

(a) the security of the property of the municipality or local board; (a procedure to be carried on by the municipality).

Resolution No. 33-2025

Moved by Councillor Watson
Seconded by Councillor Lambshead

That Council move into Closed Session at 9:38 a.m. under Section 239 (2) (a) of the Municipal Act, 2001.

Carried

13. Rise from Closed Session

Resolution No. 34-2025

Moved by Councillor Lambshead
Seconded by Councillor Burt

That Council rise from closed session at 9:41 a.m.

Carried

14. Matters Arising from Closed Session

Resolution No. 35-2025

Moved by Councillor Black
Seconded by Councillor Nelson

That the minutes of the Closed Session dated December 18, 2024 be adopted.

Carried

15. By-laws

- a. By-law No. 2025-06 being, "A by-law to amend By-law No. 2023-28 being, "A by-law to establish retention periods for the records of the Corporation of the County of Peterborough"."

Resolution No. 36-2025

Moved by Councillor Franzen
Seconded by Councillor Lambshead

That By-law No. 2025-06 be read and passed and that this by-law shall be signed by the Warden and Clerk and sealed with the Seal of the Corporation.

Carried

16. Confirming By-law

Resolution No. 37-2025

Moved by Councillor Burt
Seconded by Councillor Wilford

That the confirming by-law to adopt, ratify, and confirm the actions of Council at today's meeting in respect to each report, motion, resolution or other action passed and taken by Council be adopted.

Carried

17. Adjournment

Resolution No. 38-2025

Moved by Councillor Martin
Seconded by Councillor Graham

That the Council meeting adjourn at 10:42 a.m.

Carried


Warden, Bonnie Clark


Clerk, Kari Stevenson