

The Council of the Township of Asphodel-Norwood convened a regular meeting in the Millennium Room at the Asphodel-Norwood Community Centre on February 28, 2023 with the following persons in attendance:

Council: Mayor Wilford
Deputy Mayor Burt
Councillor Hodge-Greaves
Councillor Walsh
Councillor Warr

Staff: Candice White, CAO/Clerk/Treasurer
Melanie Hudson, Administrative Assistant/Deputy Clerk
Kyle Beacock, Water/Wastewater Operations Manager

CALL TO ORDER

Mayor Wilford called the meeting to order at 1:00 p.m.

LAND ACKNOWLEDGEMENT

Mayor Wilford recited the land acknowledgement.

MOMENT OF SILENT REFLECTION

Mayor Wilford invited all in attendance to pause for a moment of silent reflection in preparation for the meeting ahead as a gesture of respect and contemplation.

DECLARATION OF A PECUNIARY INTEREST

Mayor Wilford advised members that anyone having a pecuniary interest in any matter before this Council could declare that interest now or at the time the matter arises.

Deputy Mayor Burt declared a pecuniary interest with respect to item R3 on the agenda.

APPROVAL OF THE AGENDA

65/23 Moved by: Councillor Warr
Seconded by: Councillor Walsh
“**THAT** the Township of Asphodel-Norwood Council meeting agenda for February 28, 2023 be approved as circulated.”

Carried

MINUTES & NOTES OF MEETINGS

66/23 **Council Meeting Minutes of February 14, 2023**
Moved by: Deputy Mayor Burt
Seconded by: Councillor Hodge-Greaves
“**THAT** the minutes from the regular meeting held February 14, 2023 be adopted as presented.”

Carried

BUSINESS ARISING FROM THE MINUTES

None.

CONSENT AGENDA

Correspondence – For Information

- C1 Trish Reed, CEO/Librarian**
Re: CEO Report – February 2023
- C2 Councillor Stephanie Hodge-Greaves**
Re: Council Liaison Report
- C3 Deputy Mayor Lori Burt**
Re: Council Liaison Report
- C4 County of Peterborough**
Re: County Council Meeting Minutes of February 1, 2023
- C5 County of Peterborough**
Re: Special County Council Meeting Minutes of February 2, 2023

Minutes

Asphodel-Norwood Cemetery Board

Re: Meeting Minutes of September 20, 2022

Asphodel-Norwood Public Library Board

Re: Meeting Minutes of November 14, 2022

- 67/23 Moved by: Councillor Walsh
Seconded by: Deputy Mayor Burt
“**THAT** the Council of the Township of Asphodel-Norwood approves the Consent Agenda as circulated.”

Carried

DELEGATIONS & PRESENTATIONS

- 1. Janette Loveys Smith, CAO/Secretary-Treasurer
Otonabee Region Conservation Authority (ORCA)**
Re: Introduction and Overview of ORCA

Ms. Loveys Smith introduced herself formally to Council as the [CAO/Secretary-Treasurer for ORCA](#), reviewed highlights for 2022, and provided a high-level overview of the operating and capital budgets for 2023.

Ms. Loveys Smith also encouraged participation in ORCA’s upcoming [spring water awareness program](#) that is delivered both virtually and in-person to schools throughout the watershed, advised the [2023 Tree Seedling sales program](#) is open until March 19, 2023, and responded to Council’s questions.

- 68/23 Moved by: Councillor Walsh
Seconded by: Councillor Hodge-Greaves
“**THAT** the Council of the Township of Asphodel-Norwood receives the Otonabee Region Conservation Authority presentation for information.”

Carried

**2. Terrence Helmer & Mary Hay
Westwood Enhancement Committee**
Re: Entrance Signage in Westwood

Representing the Westwood Enhancement Committee, Mr. Helmer and Ms. Hay spoke to Council about their concerns with the updated Township boundary/entrance signage. The Committee feels the prominence of the Asphodel-Norwood logo overshadows the respective hamlet/village name within the Township, and misses an opportunity to highlight the area's history and beauty. Alternative signage options, as commissioned by Committee members, for both Westwood and Norwood were presented to Council for its consideration.

69/23 Moved by: Deputy Mayor Burt
Seconded by: Councillor Walsh
"THAT the Council of the Township of Asphodel-Norwood receives the Westwood Enhancement Committee presentation for information; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood directs staff to liaise with representatives from the Westwood Enhancement Committee to prepare a report for Council's consideration at a future meeting."

Carried

STAFF & COMMITTEE REPORTS

R1 Kyle Beacock, Water/Wastewater Operations Manager

Re: Schedule 22 and Section 11 Summary Reports

70/23 Moved by: Deputy Mayor Burt
Seconded by: Councillor Warr

"THAT the Council of the Township of Asphodel-Norwood receives this report regarding Schedule 22 annual summary reports for the Norwood Drinking Water System and the Trentview Estates Distribution System for information; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood acknowledges and accepts the Schedule 22 annual summary reports for 2022; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood receives this report regarding Section 11 Annual reports for the Norwood Drinking Water System and the Trentview Estates Distribution System for information; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood acknowledges and accepts the Section 11 Annual reports for 2022."

Carried

R2 Kyle Beacock, Water/Wastewater Operations Manager

Re: Results of Tender 2023-01 | Sanitary Sewer Maintenance and Inspection Program

71/23 Moved by: Deputy Mayor Burt
Seconded by: Councillor Hodge-Greaves

"THAT the Council of the Township of Asphodel-Norwood accepts this report regarding Tender 2023-01 Sanitary Sewer Maintenance and Inspection Program; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood awards Tender 2023-01 to Quinte Sewer Service."

Carried

Having declared a pecuniary interest in the next item of business, Deputy Mayor Burt left the Millennium Room at 2:00 p.m.

**R3 Peter Deshane, Manager of Public Works & Environmental Services
Presented by Candice White, CAO/Clerk/Treasurer White**

Re: River Road Speed Reduction

72/23 Moved by: Councillor Walsh
Seconded by: Councillor Hodge-Greaves

“**THAT** the Council of the Township of Asphodel-Norwood accepts this report regarding the River Road Speed Reduction for Information; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood authorizes staff to draft a By-law to reduce the speed of River Road between Asphodel 6th Line and Birdsall Line, Maguire Road, Humphries Line and Asphodel 5th Line from River Road to the Trent River and Asphodel 5th Line from River Road to River Road from 60 km/hr. to 40 km/hr. for consideration at the next meeting of Council; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood directs staff to release communication advising residents of this potential change.”

Carried

Deputy Mayor Burttt returned to the Millennium Room at 2:06 p.m.

**R4 Peter Deshane, Manager of Public Works & Environmental Services
Presented by Candice White, CAO/Clerk/Treasurer White**

Re: Pride Crosswalk

73/23 Moved by: Deputy Mayor Burttt

Seconded by: Councillor Hodge-Greaves

“**THAT** the Council of the Township of Asphodel-Norwood accepts this report regarding a Pride Crosswalk for Information; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood directs staff to engage with Norwood Pride for an initiative to be presented in the 2024 budget negotiations.”

Carried

R5 Candice White, CAO/Clerk/Treasurer

Re: 2022 Annual Building Department Financial Report

74/23 Moved by: Councillor Walsh

Seconded by: Councillor Hodge-Greaves

“**THAT** the Council of the Township of Asphodel-Norwood receives this report regarding the 2022 Annual Building Department Financial Report for information; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood approves offsetting the 2022 Building Department operational deficit from the Building Department Reserve.”

Carried

R6 Candice White, CAO/Clerk/Treasurer

Re: Fitness Centre and Studio Room Operations

75/23 Moved by: Deputy Mayor Burttt

Seconded by: Councillor Warr

“**THAT** the Council of the Township of Asphodel-Norwood accepts this regarding Fitness Centre and Studio Room Operations for information; **AND FURTHER THAT** the Council of the Township of Asphodel-Norwood approves the operational approach for the Fitness Centre and Studio Room as presented.”

Carried

R7 Candice White, CAO/Clerk/Treasurer

Re: Management Action List from Council

76/23 Moved by: Councillor Walsh

Seconded by: Deputy Mayor Burttt

“**THAT** the Council of the Township of Asphodel-Norwood accepts this report with the revisions suggested by the CAO/Clerk/Treasurer and Members of Council.”

Carried

CORRESPONDENCE – For Action

None.

COUNCIL LIAISON REPORT

Councillor Warr

Advised of the following Asphodel-Norwood Cultural & Heritage Committee (ANCHC) events:

- Historical Talk: Tartan and Tales
April 4, 2023 at the Town Hall
Doors open at 6:00 p.m., Talk begins at 7:00 p.m.
- Coronation Tea
May 6, 2023 at the Town Hall
In partnership with Community Care. More details to follow.

Deputy Mayor Burt

- Advised the public libraries in [Asphodel-Norwood](#) and the [Havelock-Belmont-Methuen](#) have been selected as recipients for the Tim Horton's Smile Cookie campaign from May 1-7, 2023.

CAO/CLERK/TREASURER LIST

- Advised County Road 45 (between Highway 7 and Alma Street) will be closed temporarily March 1, 2023 for snow removal operations; and
- Confirmed the recent [social media](#) posts providing real-time snow plow updates have been working well.

GENERAL BUSINESS

Deputy Mayor Burt inquired about a recent [newspaper article](#) proposing electoral boundary changes.

CAO/Clerk/Treasurer White responded that she and the Mayor have an upcoming meeting with MPP Piccini and this matter will be a topic of discussion. As a bordering municipality, this proposal is concerning as it is unknown if the province would follow suit and how this would affect existing relationships with current MPs and MPPs.

CLOSED SESSION

- 77/23 Moved by: Councillor Walsh
Seconded by: Councillor Hodge-Greaves
"THAT the Council of the Township of Asphodel-Norwood enters into a closed session at 2:49 p.m. for the purpose of discussing one (1) item regarding a proposed or pending acquisition or disposition of land by the municipality or local board in accordance with **Section 239 (c)** of the Municipal Act, 2001; and one (1) item regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board in accordance with **Section 239 (2) (e)** of the Municipal Act, 2001; and one (1) item regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose in accordance with **Section 239 (2) (f)** of the Municipal Act, 2001."

Carried

RISE FROM CLOSED SESSION WITHOUT A REPORT

NOTICE OF MOTION

None.

BY-LAWS

None.

CONFIRMING BY-LAW

78/23 Moved by: Councillor Warr
 Seconded by: Councillor Walsh
 “**THAT** the By-Law to confirm the proceedings of the regular meeting of the Council of the Township of Asphodel-Norwood held February 28, 2023 be read a first, second, and third time and finally passed and numbered By-Law 2023-13.”

Carried

FUTURE MEETING SCHEDULE

Date	Meeting Name	Location	Time
March 1	Peterborough County Council Meeting	Hybrid	9:30 a.m.
March 7	Asphodel-Norwood Trails Committee Meeting	Town Hall	6:30 p.m.
March 7	Special Events Committee Meeting	Town Hall	7:30 p.m. tentative
March 13	Asphodel-Norwood Public Library Board Meeting	Westwood Branch	7:00 p.m.
March 14	Asphodel-Norwood Council Meeting	Zoom	1:00 p.m.
March 15	Peterborough County Council Meeting	Hybrid	9:30 a.m.
March 28	Asphodel-Norwood Council Meeting	Millennium Room	1:00 p.m.
April 5	Peterborough County Council Meeting	Hybrid	9:30 a.m.
April 11	Asphodel-Norwood Council Meeting	Zoom	1:00 p.m.
April 17	Asphodel-Norwood Public Library Board Meeting	Norwood Branch	7:00 p.m.
April 19	Peterborough County Council Meeting	Hybrid	9:30 a.m.
April 25	Asphodel-Norwood Council Meeting	Millennium Room	1:00 p.m.
May 3	Peterborough County Council Meeting	Hybrid	9:30 a.m.

ADJOURNMENT

79/23 Moved by: Councillor Hodge-Greaves
Seconded by: Deputy Mayor Burt
“**THAT** the Council meeting held February 28, 2023 be adjourned at 4:14 p.m. with Council to meet for a regular meeting via Zoom on March 14, 2023 at 1:00 p.m. or at the call of the Chair.”

Carried

<Original signed by>

Patrick Wilford, Mayor

<Original signed by>

Candice White, Clerk