



**City Council Minutes
City Of Peterborough
July 2, 2013
Draft Minutes Not Approved**

Minutes of a Meeting Of City Council Held On July 2, 2013, in the Council Chambers.

The City Council meeting was called to order at 6:30 p.m. in the Council Chambers, City Hall.

Roll Call:

Councillor Beamer
Councillor Clarke
Councillor Doris
Councillor Hall
Councillor Juby
Councillor McWilliams
Councillor Pappas
Councillor Parnell (7:59 p.m.)
Councillor Riel
Councillor Vass
Mayor Bennett

Mayor Bennett noted that City Clerk John Kennedy received his Certified Municipal Officer designation through the Association of Municipal Clerks and Treasurers of Ontario.

The Mayor commented on the late Gwen Brown who recently received the Senior of the Year Award. A tribute video of her life is available on the Mayor's homepage.

Confirmation of Minutes – June 10, 11 and 24, 2013

Moved by Councillor Pappas, seconded by Councillor Clarke

That the minutes of the meetings of Council held on June 10, 11 and 24, 2013, be approved.

“CARRIED”

City Council Minutes
Meeting of July 2, 2013
Page 2

Disclosure of Pecuniary Interest

Councillor McWilliams declared an interest in Audit Committee Report No. 1, Item 3, Report CPFS13-029 – Tax Adjustments Under Section 356 and Tax Appeals Under Sections 357, 358 and 359 of the Municipal Act, 2001, as he is owner of a property that is the subject of the report.

Delegations

Registered Delegations:

Marie Bongard, 461 Albert Street, made a delegation to Item No. 17 of Committee of the Whole Report No. 10 (Report USTR13-001, Review of By-laws Pertaining to Active Transportation).

Stew Ferguson, 890 Weller Street, made a delegation to Item No. 17 of Committee of the Whole Report No. 10 (Report USTR13-001, Review of By-laws Pertaining to Active Transportation) and Item No. 14 of Committee of the Whole Report No. 10 (Report CSSS13-006, Employment Support Services for Ontario Works Clients).

Gary Larson, 470 George Street South, made a delegation to Item No. 17 of Committee of the Whole Report No. 10 (Report USTR13-001, Review of By-laws Pertaining to Active Transportation).

Tegan Moss, Peterborough Bicycle Advisory Committee, 530 Sherbrooke Street, made a delegation to Item No. 17 of Committee of the Whole Report No. 10 (Report USTR13-001, Review of By-laws Pertaining to Active Transportation).

Delegations Not Registered:

Audit Committee Report

There were no delegations.

Budget Committee Report

There were no delegations.

City Council Minutes
Meeting of July 2, 2013
Page 3

Committee of the Whole Report

James Britton, 1308 Cartier Boulevard, made a delegation to Item No. 17 of Committee of the Whole Report No. 10 (Report USTR13-001, Review of By-laws Pertaining to Active Transportation).

Bill Templeman, 301 Boswell Avenue, made a delegation to Item No. 17 of Committee of the Whole Report No. 10 (Report USTR13-001, Review of By-laws Pertaining to Active Transportation).

George Mitchell, 284 Townsend Street, made a delegation to Items No. 6, 14 and 17 of Committee of the Whole Report No. 10 (Report PLPD13-044, Financial Support for the Purchase of 574 George Street North by Habitat for Humanity, Report CSSS13-006, Employment Support Services for Ontario Works Clients and Report USTR13-001, Review of By-laws Pertaining to Active Transportation).

Audit Committee Report Number 1

Moved by Councillor Clarke, seconded by Councillor Doris

That Report Number 1 of the Audit Committee Meeting of June 24, 2013 be approved.

Item 3

Councillor McWilliams did not discuss or vote on item 3 due to his previously declared interest.

Upon item 3, the motion carried.

Upon the original motion of Councillors Clarke and Doris, less item 3, the motion carried.

Budget Committee Report Number 1

Moved by Councillor Clarke, seconded by Councillor Doris

That Report Number 1 of the Budget Committee Meeting of June 24, 2013 be approved.

“CARRIED”

**City Council Minutes
Meeting of July 2, 2013
Page 4**

Committee of the Whole Report Number 10

Moved by Councillor Juby, seconded by Councillor Pappas

That Report Number 10 of the Committee of the Whole Meeting of June 24, 2013 be approved.

Council discussed items 11, 13, 14, 15 and 17.

Item 17

Moved by Councillor Vass, seconded by Councillor Pappas

That the item be referred to staff to allow an opportunity for city committees to provide comment, followed by a public meeting, before returning the matter to Council.

“CARRIED”

Upon the main motion of Councillors Juby and Pappas, less item 17, the motion carried.

Notice of Motion

There were no Notices of Motion.

By-Laws

Moved by Councillor Pappas, seconded by Councillor McWilliams

That the following by-laws be read a first second and third time:

- | | |
|---------------|---|
| 13-092 | Being A By-law To Establish Tax Ratios For Prescribed Property Classes For The 2013 Taxation Year |
| 13-093 | Being A By-law To Adopt Optional Capping Tools For The Purposes Of Administering Limits For The Commercial, Industrial And Multi-Residential Property Classes For The 2013 Taxation Year |

City Council Minutes
Meeting of July 2, 2013
Page 5

- 13-094 Being A By-law To Adopt Optional Tools For The Purposes Of Administering Limits For Eligible Properties Within The Meaning Of Section 331 (New Construction) For The Commercial, Industrial And Multi-Residential Property Classes For The 2013 Taxation Year**
- 13-095 Being A By-law To Levy And Collect Taxes For Municipal, Education And Business Improvement Area Purposes For The Year 2013, To Impose A Penalty Charge For Non-Payment Of 2013 Taxes And To Provide For Interest To Be Added To Tax Arrears, And To Establish A Percentage By Which Tax Decreases Are Limited In 2013 To Properties In The Commercial, Industrial And Multi-Residential Property Classes**
- 13-096 Being A By-Law To Assess Special Area Charges To Certain Lands Within The Avonlea Subdivision (Phase 2, Stage A, Plan 45M-238)**
- 13-098 Being A By-law To Designate A Part Of A Highway In The City Of Peterborough As A Community Safety Zone**
- 13-099 Being A By-law To Appoint A Parking Enforcement Officer At 881 Dutton Road (Fairhaven)**
- 13-100 Being A By-law To Confirm Council's Direction To City Of Peterborough Holdings Inc. Relating To The London Street Powerhouse Redevelopment Project**
- 13-101 Being A By-law To Establish Certain Lands In The City Of Peterborough As Part Of The Public Highway Named Parkhill Road West**
- 13-102 Being A By-law To Authorize The Acquisition Of The Land Municipally Known As 210-212 Lansdowne Street East, In The City Of Peterborough, In The County Of Peterborough**
- 13-103 Being A By-law To Authorize The Acquisition Of The Land Municipally Known As 785 Chemong Road, In The City Of Peterborough, In The County Of Peterborough**

and the said by-laws, having been now read and passed, the Mayor and Clerk be authorized to sign and seal the same.

"CARRIED"

**City Council Minutes
Meeting of July 2, 2013
Page 6**

Other Business

There was no Other Business.

Confirmatory By-law

Moved by Councillor Riel, seconded by Councillor Juby

That the following by-law be read a first, second and third time:

**13-104 Being A By-Law To Confirm The Proceedings Of The Council At Its
Meeting Held On July 2, 2013.**

**and the said by-law, having been now read a third time and passed, the Mayor
and Clerk be authorized to sign and seal the same.**

“CARRIED”

Adjournment

Moved by Councillor Clarke, seconded by Councillor Pappas

That this meeting of City Council adjourn at 8:58 p.m.

“CARRIED”

John Kennedy
City Clerk

Daryl Bennett
Mayor

**Audit Committee Report No. 1
Meeting Of June 24, 2013**

To The Council Of The City Of Peterborough For Consideration At Its Meeting Held July 2, 2013

The Audit Committee, As A Result Of Its Meeting Held On June 24, 2013, Recommends As Follows:

**1. Director of Corporate Services
Report CPFS13-026**

Treasurer's Report, 2012 Consolidated Financial Report, 2012 Trust Funds Financial Statement and Five-Year Review

That Council approve the recommendations outlined in report CPFS13-026 dated June 24, 2013, of the Director of Corporate Services as follows:

- a) That Report CPFS13-026, Treasurer's Report, 2012 Consolidated Financial Report, the 2012 Trust Funds Financial Statement and Five Year Review be received as information.**
- b) That the underlying accounting policies as detailed in the Notes to the Financial Statements be approved.**
- c) That the Treasurer's Report, 2012 Consolidated Financial Report and 2012 Trust Funds Financial Statement, as presented and received, be submitted to the Province of Ontario.**

**2. Director of Corporate Services
Report CPFS13-027**

Audit of the Consolidated Financial Statements of the City of Peterborough - Acknowledgement Letter

That Council approve the recommendations outlined in report CPFS13-027 dated June 24, 2013, of the Director of Corporate Services as follows:

- a) That the Acknowledgement Letter Audit of the Consolidated Financial Statements of the City of Peterborough be received.**
- b) That the Mayor and Chair of the Audit Committee be authorized to sign the acknowledgement letter.**

Audit Committee Report No. 1
Meeting of June 24, 2013
Page 2

3. Director of Corporate Services
Report CPFS13-029
Tax Adjustments under Section 356 and Tax Appeals Under Sections 357, 358 and 359 of the Municipal Act, 2001

That Council approve the recommendations outlined in report CPFS13-029 dated June 24, 2013, of the Director of Corporate Services as follows:

- a) That tax reductions in the amount of \$148,518.64, calculated in accordance with Sections 357, 358 and 359 of the *Municipal Act, 2001* and attached to report CPFS13-029 as Appendix A be received.
- b) That land apportionments under Section 356 of the *Municipal Act, 2001* be received.

4. Director of Corporate Services
Report CPFS13-028
Management Letter and Verbal Audit Findings Report for the Year Ended December 31, 2012

That Council approve the recommendation outlined in report CPFS13-028 dated June 24, 2013, of the Director of Corporate Services as follows:

That the audit of the December 31, 2012 Financial Statement Letter (Management Letter) appended to report CPFS13-028 and the Verbal Audit Findings Report presented by Collins Barrow Kawarthas LLP for the year ended December 31, 2012 be received as information.

Submitted by,

Councillor Clarke
Chair
June 24, 2013

**Budget Committee Report No. 1
Meeting of June 24, 2013**

To the Council of The City Of Peterborough for Consideration at its Meeting Held July 2, 2013.

The Budget Committee as a Result of its Meeting Held on June 24, 2013 Recommends as Follows:

**1. Director of Corporate Services
Report CPFS13-030
2014 Budget Guidelines**

That Council approve the recommendations outlined in Report CPFS13-030, dated June 24, 2013, of the Director of Corporate Services, as follows:

- a) That the Draft 2014 Operating Budget reflect a 2% all-inclusive (Municipal, Education and Sewer Surcharge) tax increase for increased operating costs and traditional support for the capital program.**
- b) That the Draft 2014 Operating Budget reflect an additional 1% all-inclusive (Municipal, Education and Sewer Surcharge) tax increase to fund the 2014 increase for tax-supported debt charges and any increase to base capital levy to continue to implement the Capital Financing Policy approved by Council at its meeting held April 23, 2012.**
- c) That the 2014 Draft Budget reflect reductions to the Commercial and Industrial Classes Tax Ratio in accordance with the Tax Ratio Reduction Program but not the Multi-residential Class.**
- d) That a 3.6% increase in the net Police Services budget be accommodated within the 2% general increase and any increase in the net Police Services budget beyond the 3.6% be addressed by Council during its 2014 Budget deliberations.**

Submitted by,

Councillor Clarke
Chair
June 24, 2013

**Committee of the Whole Report No. 10
Meeting of June 24, 2013**

**To the Council of The City of Peterborough for Consideration at its
Meeting Held July 2, 2013**

**The Committee of the Whole as a Result of its Meeting Held on June
24, 2013, Recommends as Follows:**

- 1. Report of Closed Session
Director of Planning and Development Services
Report PLPD13-043
Purchase of Property at 210-212 Lansdowne Street East**

**That Council approve the recommendations outlined in Report PLPD13-043
dated June 24, 2013, of the Director of Planning and Development Services
as follows:**

- a) That a by-law be passed to authorize the purchase of property at 210-
212 Lansdowne Street East, at a purchase price of \$315,000.00, plus
land transfer tax of \$3,200.00 and that the structures on the property
be moved or demolished for the purpose of future road-widening,
intersection improvement and trails extension.**
- b) That Council declare any portions of the property not required for
road-widening, intersection and trails extension as surplus to the
needs of the municipality, and that Staff be authorized to offer for
sale of any residual property.**

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 2

2. Report of Closed Session
Director of Planning and Development Services
Report PLPD13-045
Purchase of Property at 785 Chemong Road

That Council approve the recommendations outlined in Report PLPD13-045 dated June 24, 2013, of the Director of Planning and Development Services as follows:

- a) That a by-law be passed to authorize the purchase of property at 785 Chemong Road, described as Part Lot 10, Plan 176; Peterborough, for \$172,500.00, plus land transfer tax of \$1,450.00 and further, upon the completion of an Environmental Assessment, that the residence be offered for relocation and if unsuccessful be demolished.
- b) That Council authorize Staff, following the completion of the Class Environmental Assessment and the preparation of a detailed engineering plan for road widening, to reconfigure the property in accordance with Report PLPD12-025 dated May 7, 2012, and that the residual lands be offered for sale.

3. Chief Administrative Officer
Report CAO13-007
City of Peterborough Holdings Inc. – Shareholder Approval
London Street Powerhouse Redevelopment Project

That Council approve the recommendation outlined in Report CAO13-007 dated June 24, 2013, of the Chief Administrative Officer, as follows:

That the By-law attached to Report CAO13-007 as Appendix A be enacted to address the requirements of the Shareholder for the London Street Powerhouse Redevelopment Project to proceed.

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 3

- 4. Director of Corporate Services**
Report CPFS13-031
Increase of the Contract Amount Awarded to Stracor Inc. for the City Hall, Main Floor South Wing Renovation

That Council approve the recommendation outlined in Report CPFS13-031, dated June 24, 2013 of the Director of Corporate Services as follows:

That Council approve the additional expenditures that have been made under Request for Tenders (RFT) T-40-12 for the City Hall, Main Floor, South Wing Renovation project which require the contract awarded to Stracor Inc to be increased by \$76,720.68 from \$522,552 to \$599,272.68 plus HST of \$77,905.44 for a total amended cost of \$677,178.12 to account for approved change orders.

- 5. Director of Corporate Services**
Report CPHR13-003
Award of Request for Proposals P-10-13 to Provide an Employee Assistance Program for the City of Peterborough

That Council approve the recommendation outlined in Report CPHR13-003 dated June 24, 2013 of the Director, Corporate Services as follows:

That Request for Proposals P-10-13 to provide an Employee Assistance Program for the City of Peterborough employees, for a five year term from August 1, 2013 to July 31, 2018, with an option to extend for five additional years, be awarded to Morneau Shepell Ltd., 895 Don Mills Rd., Ste. 700, Toronto, ON, M3C 1W3 at an estimated cost of \$270,825 plus \$35,207.25 HST for a total of \$306,032.25.

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 4

6. Director of Planning and Development Services
Report PLPD13-044
Financial Support for the Purchase of 574 George Street North
by Habitat for Humanity

That Council approve the recommendation outlined in Report PLPD13-044 dated June 24, 2013, of the Director of Planning and Development Services as follows:

That Council approve a one-time \$40,000 grant to Habitat for Humanity Peterborough District in support of their purchase of property known municipally as 574 George Street North.

7. Director of Planning and Development Services
Report PLPD13-051
Budget Adjustment to the Trans-Canada Trail at the CPR Bridge
Capital Project

That Council approve the recommendations outlined in Report PLPD13-051 dated June 24, 2013, of the Director of Planning and Development Services, as follows:

That the Trans-Canada Trail at the CPR Bridge Capital Project budget be increased by \$350,000 from \$3,380,000 to \$3,730,000 and the additional \$350,000 requirement be financed from:

- i) A \$70,000 transfer from the 2008 Approved Capital Budget for "Otonabee River Trail Waterfront Entrance at Sherbrooke Street", Budget Reference #7-1.05.
- ii) A \$200,000 transfer from the 2008 Approved Capital Budget for "Peterborough Industrial Park", Budget Reference #7-3.02.
- iii) A \$30,000 transfer from the 2010 Approved Capital Budget for "Byersville Creek Pedestrian Bridge and Storm Water Management Pond (Wentworth Subdivision)", Budget Reference #7-1.02.
- iv) A \$50,000 transfer from the Capital Levy Reserve.

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 5

8. Director of Utility Services
Report USEP13-002
Waste Water Treatment Plant Amalgamation Projects and
Sanitary Sewer Operations

That Council approve the recommendations outlined in Report USEP13-002 dated June 24, 2013, of the Director of Utility Services, as follows:

- a) That the budget for the Phase IV Waste Water Treatment Plant Upgrades be increased by \$3,656,200 from \$19,750,000 to \$23,406,200 and that the increase be funded from the following transfers:**
 - i. \$450,000 from the Equipment Upgrades and Replacements 2013 Capital Project (Item 5-9.02);**
 - ii. \$56,200 from the Replacement of Programmable Logic Controllers 2013 Capital Project (Item 5-9.01);**
 - iii. \$500,000 from the Digester Clean-out 2010 Capital Project (Item 5-8.04); and**
 - iv. \$2,650,000 from the 2013 Sanitary Sewer Surcharge Reserve Fund.**
- b) That Section 15 of the Purchasing By-law 10-132 be waived, which would require a competitive procurement process be undertaken to award the Engineering and Contract Administration for the additional projects related to the Phased IV Wastewater Treatment Plant Upgrades as described in Table No. 2 of Report USEP13-002); and**
- c) That the agreement with R.V. Anderson Associated Ltd. for the Detailed Design and Contract Administration for the Phase IV Wastewater Treatment Plant Upgrades be increased by \$576,425.00 plus HST of \$74,935.25 for a total increase of \$651,360.25 from \$1,688,839.24 to \$2,340,199.49.**

9. Correspondence – Peterborough Lakefield Police Services Board

That the Peterborough Lakefield Police Services Board – 2013-2015 Business Plan Letter and Report be received for information.

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 6

10. Director of Corporate Services
Report CP13-004
City of Peterborough Holdings Inc. Presentation

That Council approve the recommendations outlined in Report CP13-004, dated June 24, 2013, of the Director of Corporate Services, as follows:

- a) That the City of Peterborough Holdings Inc. (COPHI) presentation be received;**
- b) That the 2012 Annual Report and Consolidated Financial Statements of the City of Peterborough Holdings Inc. for the fiscal year ended December 31, 2012, attached as Appendix A and B to Report CP13-004, be received;**
- c) That the election of the following persons as Directors of COPHI be and the same are hereby confirmed for the terms set out in prior resolutions of the Council of the Corporation of the City of Peterborough: Bob Lightbody, Charles Kidd, David Bignell, David Paterson, David Nichols, Dan McWilliams, Scott Baker, Brian Baker, and Daryl Bennett;**
- d) That the election of the following persons as Directors of Peterborough Distribution Inc. be and the same are hereby confirmed for the terms set out in prior resolutions of the Council of the Corporation of the City of Peterborough: Bryan Weir and Dean MacDonald; and**
- e) That Collins Barrow Kawarthas LLP, Chartered Accountants, are hereby appointed auditors of the Corporation, until the next annual resolution of the Shareholder is signed or until their successors are duly appointed.**

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 7

11. Director of Community Services
Report CSACH13-005
Peterborough Public Library Functional Analysis and Feasibility Study

That Council approve the recommendations outlined in Report CSACH13-005 dated June 24, 2013, of the Director of Community Services, as follows:

- a) That the presentation of the Peterborough Public Library Functional Analysis and Feasibility Study, as researched and prepared by Lundholm & Associates Architects, be received;
- b) That Option 4, which recommends the staged development of Main Library and Branch System, be adopted as a guiding principle to address current and future space needs; and
- c) That the Library Functional Analysis and Feasibility Study be received and used to guide future budget decisions.

12. Chief Administrative Officer
Report CAO13-005
Peterborough County-City Health Unit Request for \$29,160 contribution towards a garage for the Healthy Smiles Ontario Mobile Dental Clinic

That the item be referred for further clarification.

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 8

13. Director of Community Services
Report CSAD13-001
Northcrest Arena – Ice Surface Solutions

That Council approve the recommendations outlined in Report CSAD13-001 dated June 24, 2013, of the Director of the Community Services Department, as follows:

- a) That a capital project budget in the amount of \$234,200, net of HST, be established and funded with a transfer of \$43,498 from the Northcrest Arena Structural Repairs account (2010 TCA project 6-6.02); and that \$190,702 be transferred from Capital Levy Reserve;
- b) That Section 32(8) of the Purchasing By-law 10-132 be applied, which would allow non-competitive procurement when the service is available through a sole or single source; and
- c) That the Northcrest ice surfacing solution be awarded to Cimco Refrigeration, 61 Villarboit Cres., Unit 1, Concord, Ontario, L4K 4R2, at cost of \$219,200, plus HST of \$28,496 for a total cost of \$247,696.

14. Director of Community Services
Report CSSS13-006
Employment Support Services for Ontario Works Clients

That Council approve the recommendations outlined in Report CSSS13-006 dated June 24, 2013, of the Director of Community Services, follows:

- a) That as per the January 10, 2013 Joint Services Steering Committee direction, the Peterborough Employment Resource Centre (PERC) office be closed, effective July 31, 2013.
- b) That the legislatively required employment support services for Ontario Works Clients be retained in-house and the balance of the employment services be provide by Employment Ontario (EO) service providers.
- c) That an update report be provided in six months that includes the City and County's ability to service OW clients and a survey of the private sector's ability to service non-OW clients.

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 9

15. City Solicitor and Director of Legal Services
Report OCS13-003
Lodging House Update

That Council approve the recommendation outlined in Report OCS13-003 dated June 24, 2013, of the City Solicitor and Director of Legal Services, as follows:

That the Report "Lodging House Update" be received for information.

16. Director of Planning and Development Services
Report PLPD13-052
Establishment of a Special Area Charge
Registered Plan of Subdivision 45M-238
Mason Homes Limited

That Council approve the recommendations outlined in Report PLPD13-052 dated June 24, 2013, of the Director of Planning and Development Services, as follows:

- a) That the By-law attached to Report PLPD13-052 as Exhibit A be approved to establish a Special Area Charge pursuant to Section 326 of the *Municipal Act, S.O. 2001, c.25* as amended, applicable to those lots within Registered Plan of Subdivision 45M-238 that abut and rely upon a rear laneway for vehicular access.
- b) That a Reserve be created for Special Area Charges – Laneways for Special Area Charge funds collected through Subdivision Agreements and from property owners through their municipal tax bills.

Committee of the Whole Report No. 10
Meeting of June 24, 2013
Page 10

17. Director of Utility Services
Report USTR13-001
Review of By-laws Pertaining to Active Transportation

That the item be referred to staff to allow an opportunity for city committees to provide comment, followed by a public meeting, before returning the matter to Council.

Submitted by,

Councillor Parnell
Vice Chair
June 24, 2013