



**Committee of the Whole Minutes
City of Peterborough
July 28, 2014
Draft Minutes Not Approved**

Minutes of the Committee of the Whole Meeting held on July 28, 2014, in the City Board Room and the Council Chambers, City Hall.

The meeting of Committee of the Whole was called to order at 5:30 p.m. in the Carnegie Room.

Roll Call:

Councillor Beamer
Councillor Clarke
Councillor Doris
Councillor Hall
Councillor Juby
Councillor McWilliams
Councillor Pappas
Councillor Parnell
Councillor Riel
Councillor Vass
Mayor Bennett

Moved by Councillor Clarke

That Committee move into Closed Session to discuss one item under the Municipal Act, 2001 Section 239(2)(a) The security of the property of the municipality or local board.

“CARRIED”

Committee moved out of Closed Session at 6:30 p.m.

Committee reconvened in Open Session at 6:39 p.m. in the Council Chambers.

Confirmation of Minutes – June 23 and 30, 2014

Moved by Mayor Bennett

That the minutes of the meetings of Committee of the Whole held on June 23 and 30, 2014, be approved.

“CARRIED”

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Disclosure of Pecuniary Interest

Mayor Bennett declared a Pecuniary Interest in item 12, report USTR14-009 as he has a financial interest in a transportation firm.

Consent Agenda

Moved by Councillor Beamer

That items 7, 8, 9, 10, 11, 16, 17, 18, 19, 20 and 21 be approved as part of the Consent Agenda.

“CARRIED”

**Chief Administrative officer
Report CAO14-015
City/Fleming College Funding Agreement Kawartha Trades and
Technology Centre**

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report CAO14-015, dated July 28, 2014, of the Chief Administrative Officer, as follows:

That a City / Fleming College Funding Agreement be approved through which the City will provide a \$1.0 million contribution to the College's Kawartha Trades and Technology Centre, and Fleming will sell the former McRae Campus at 555 Bonaccord Street to Peterborough Housing Corporation for \$800,000.

“CARRIED”

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Director, Planning and Development Services
Report PLPD14-046
PHC Acquisition of Former McRae Campus, Fleming College

Moved by Councillor Beamer

That Council approve the recommendations outlined in Report PLPD14- 046 dated July 28, 2014, of the Director, Planning and Development Services, as follows:

- a) That, pursuant to Article 5.3 of the Shareholder Direction, the City or Peterborough as the sole shareholder of Peterborough Housing Corporation (PHC), consents to the purchase of 555 Bonaccord Street, being the balance of the former McRae Campus of Fleming College, in order to further the objectives of the Corporation.**
- b) That, pursuant to Article 5.3 of the Shareholder Direction, the City of Peterborough as the sole shareholder of PHC, authorizes the Board of PHC, following an evaluation of its current building and property assets, to dispose of and/or leverage certain assets of the Corporation to purchase and develop 555 Bonaccord Street in order to further the objectives of the PHC.**
- c) That Council acknowledge that PHC will develop the property under the flexibility granted to the City of Peterborough in the Zoning By-law to carry out any lawful purpose of the City.**

“CARRIED”

Director of Community Services
Report CSRS14-005
Concussion Awareness and Management Policy

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report CSRS14-005 dated July 28, 2014, of the Director of Community Services, as follows:

That the corporate policy on Concussion Awareness and Management be approved, in the form attached as Appendix “A” of Report CSRS14-005.

“CARRIED”

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Director of Community Services

Report CSACH14-007

Award of RFP P-18-14 for Storage Systems for the Peterborough Museum & Archives

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report CSACH14-007 dated July 28, 2014, of the Director of Community Services, as follows:

That RFP document P-18-14 for the Storage Systems for the Peterborough Museum and Archives be awarded to Spacesaver Solutions Inc., 115 Englehard Drive, Aurora, Ontario L4G 3V1 at a total cost of \$145,520.02 plus \$18,917.60 HST for a total of \$164,437.62.

“CARRIED”

Director of Utility Services

Report USTR14-007

Active Transportation By-law

Moved by Councillor Beamer

That Council approve the recommendations outlined in Report USTR14-007 dated June 23, 2014, of the Director of Utility Services, as follows:

- a) That sections 3, 4, 9 and 15 of By-law 91-71 (Traffic By-law), By-law 1987-56 (By-law to Require Bicycle Licences), Chapter 729 of the Municipal Code, and sections 1(d), 1(e) and 4 of By-law 09-164 be repealed and replaced by the Active Transportation By-Law, attached as Appendix A to Report USTR14-007.**
- b) That staff be directed to amend By-law 09-164 as outlined in this report in order to make By-law 09-164 consistent with the definitions and intent of the Active Transportation By-law,**
- c) That staff be directed to amend By-law 91-71 as outlined in this report in order to make By-law 91-71 consistent with the definitions and intent of the Active Transportation By-law; and**
- d) That staff conduct an education and awareness campaign regarding the Active Transportation By-Law.**

“CARRIED”

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**Director, Planning and Development Services
Report PLPD14-040
Purchase of Partial Property at 1811 Ashburnham Drive**

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report PLPD14-040 dated July 28, 2014, of the Director of Planning and Development Services as follows:

That a by-law be passed to authorize the purchase of partial property known municipally as 1811 Ashburnham Drive, for \$120,000.00 plus land transfer tax of \$925.00.

"CARRIED"

**Director, Planning and Development Services
Report PLPD14-041
Purchase of Partial Property at 1838 Ashburnham Drive**

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report PLPD14-041 dated July 28, 2014, of the Director of Planning and Development Services as follows:

That a by-law be passed to authorize the purchase of partial property known municipally as 1838 Ashburnham Drive, for \$100,000.00 plus land transfer tax of \$725.00.

"CARRIED"

**Director, Planning and Development Services
Report PLPD14-042
Purchase of Partial Property at 152 Lansdowne Street East**

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report PLPD14-042 dated July 28, 2014, of the Director of Planning and Development Services as follows:

That a by-law be passed to authorize the purchase of partial property known municipally as 152 Lansdowne Street East, for \$2,150.00 plus land transfer tax of \$10.75.

"CARRIED"

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**Director, Planning and Development Services
Report PLPD14-043
Purchase of Partial Property at 696 Brealey Drive**

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report PLPD14-043 dated July 28, 2014, of the Director of Planning and Development Services as follows:

That a by-law be passed to authorize the purchase of partial property known municipally as 696 Brealey Drive, for \$88,000.00 plus land transfer tax of \$605.00.

“CARRIED”

**Director, Planning and Development Services
Report PLPD14-044
Purchase of Partial Property at 704 Brealey Drive**

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report PLPD14-044 dated July 28, 2014, of the Director of Planning and Development Services as follows:

That a by-law be passed to authorize the purchase of partial property known municipally as 704 Brealey Drive, for \$90,000.00 plus land transfer tax of \$625.00.

“CARRIED”

**Director of Corporate Services
Report CPFS14-021
Award of RFP P-07-14 for Budgeting Software Solution**

Moved by Councillor Beamer

That Council approve the recommendation outlined in Report CPFS14-021 dated July 28, 2014, of the Director of Corporate Services, as follows:

That RFP document P-07-14 for the Budgeting Software Solution be awarded to Questica Inc., 980 Fraser Drive, Suite 105, Burlington, Ontario, L7L 5P5 at a total cost of \$171,400 plus \$22,282 for a total cost of \$193,682.

“CARRIED”

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Director of Planning and Development Services
Report PLPD14-045
Peterborough Housing Corporation Shareholder Report (2013)

Bonnie Clark, Chair and Darlene Cook, CEO from Peterborough Housing Corporation provided an overview of Report PLPD14-045.

Moved by Councillor Beamer

That Council approve the recommendations outlined in Report PLPD14-045 dated July 28, 2014, of the Director of Planning and Development Services, as follows:

- a) **That the presentation from Peterborough Housing Corporation be received.**
- b) **That the audited financial statements of the Peterborough Housing Corporation (the “Corporation”) and subsidiary corporations, for the fiscal year ending on December 31, 2013, together with the report of the auditors thereon, be received and approved;**
- c) **That the election of the following persons as Directors of the Corporation be confirmed for the terms set out in prior resolutions of the Council of the Corporation of the City of Peterborough: Andrew Beamer, Janet Clarkson, Ken Andrews, Bonnie Clark, Terry Low, Ken Smith, Linda Kehoe, Mary Hay, Jack Gillian and Larry Love;**
- d) **That the 2013 Annual Report on the progress and accomplishments of the Corporation be received and approved; and**
- e) **That Collins Barrow Kawarthas LLP, Chartered Accountants, be appointed auditors of the Corporation, until the next annual resolution of the Shareholder is signed or until their successors are duly appointed.**

“CARRIED”

City Solicitor and Director of Legal Services
Report OCS14-006
Peterborough Humane Society Agreement

Judy O’Brien, Executive Director of the Peterborough Humane Society, and Chris White Chair of the Board, provided a presentation on Report OCS14-006.

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Moved by Councillor Clarke

That Council approve the recommendations outlined in Report OCS14-006 dated July 28, 2014 of the City Solicitor and Director of Legal Services, as follows:

- a) That a presentation by the Peterborough Humane Society on July 28, 2014 be received;**
- b) That a by-law be enacted authorizing the Mayor and Clerk to execute a five (5) year agreement from July 1, 2014 to June 30, 2019 between the City and the Peterborough Humane Society, that maintains the same level of service at the following annual costs:**

From	To	Annual Amount
July 1, 2014	June 30, 2015	\$ 315,686
July 1, 2015	June 30, 2016	\$ 340,194
July 1, 2016	June 30, 2017	\$ 340,194
July 1, 2017	June 30, 2018	\$ 340,194
July 1, 2018	June 30, 2019	\$ 340,194
Total over term		\$1,676,462

- c) That the City's 2014 Budgeted Contribution to the Peterborough Humane Society be increased by \$16,432 from \$296,000 to \$312,432 and that the \$16,432 be transferred from the General Contingency Account.**
- d) That Staff and the Peterborough Humane Society undertake a review of all animal by-laws, including a review to regulate cats through licensing, and report back to Council.**

"CARRIED"

Director of Utility Services
Report USTR14-012
Complete Streets Presentation

Larry Stinson, Director of Public Health Programs, Peterborough County-City Health Unit, provided a Power Point presentation on the Complete Streets concept.

Kevin Jones, Transportation Manager, provided a Power Point presentation on Complete Streets in Peterborough.

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Moved by Councillor Parnell

That Council approve the recommendation outlined in Report USTR14-012, dated July 28, 2014, of the Director of Utility Services as follows:

That the presentations on Complete Streets by Larry Stinson, Director of Public Health Programs with the Peterborough County-City Health Unit and Kevin Jones, Transportation Manager be received for information.

“CARRIED”

President and CEO, Peterborough Economic Development
Report PED14-003
PED 2014 Second Quarter Report

Councillor Juby left the meeting at 7:58 p.m. and returned at 8:04 p.m.

Moved by Councillor Parnell

That Council approve the recommendation outlined in Report PED14-003 of the President and CEO of Peterborough Economic Development, as follows:

That Report PED14-003 providing the Peterborough Economic Development 2014 Second Quarter Report be received.

“CARRIED”

Director of Utility Services
Report USPW14-002
Winter Services Report

Moved by Mayor Bennett

That Council approve the recommendations outlined in Report USPW14-002 dated July 28, 2014, of the Director of Utility Services, as follows:

- a) That Council reaffirm the provision of road winter services based on the Minimum Maintenance Standards issued under Ontario Regulation 239/02 and as shown in Appendix F of Report USPW14-002;**
- b) That appropriate sand, salt and anti-icing material storage be included in the design of 791 Webber Avenue and in future capital budget estimates;**

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- c) That the procurement and installation of individual anti-icing storage tanks on snow plow trucks and any other necessary ancillary equipment be included in future capital budget estimates;
- d) That a 2014 budget in the amount of \$55,000 funded from Contingency be established for winter services during the 2014/2015 winter season at the properties listed in Appendix D, Section D.5 of Report USPW14-002 and that these locations be included in the tender to be issued for the provision of winter services at various parking lots throughout the City;
- e) That \$70,000 be included in the 2015 Draft Budget for Council consideration to contract snow removal and sand/salt application for all Transit stops and adult crossing guard locations in the City of Peterborough for the period of November and December 2015 and that, if approved in 2015, future budgets include the full annualization of these services as shown in Table 1 of Report USPW14-002;
- f) That \$90,000 be included in the 2015 Draft Budget for Council consideration to contract Sidewalk snow clearing outside the area bounded by Television Road, Monaghan Road, Lansdowne Street and Parkhill Road for the period of November and December 2015 and that, if approved in 2015, future budgets include the full annualization of these services as shown in Table 1 of Report USPW14-002;
- g) That a Capital expenditure of \$230,000 be approved for the 2015/2016 winter season to add an additional combination plow/salt road truck to the existing winter roads fleet; and
- h) That By-law Chapter 629 of the Peterborough Municipal Code be repealed and that staff be directed to develop a by-law which will continue to require owners to remove or cause to be removed snow and ice from roof tops.

Moved by Councillor Riel

That report USPW14-002 be referred for two meeting cycles (September 22, 2014) to enable management to meet with union representatives.

“LOST”

Upon the motion of Mayor Bennett, the motion carried.

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Director of Utility Services
Report USTR14-009
2014 Transit Budget Concerns

Due to this previously declared conflict, Mayor Bennett did not discuss or vote on this item.

Moved by Councillor Vass

That Council approve the recommendations outlined in Report USTR14-009 dated July 28, 2014, of the Director of Utility Services, as follows:

- a) **That the 2014 Conventional Transit Operation - Wages and Benefits accounts be increased by \$129,000 from \$5,000,705 to \$5,129,705 and that the \$129,000 be transferred from the General Contingency Account;**
- b) **That 5 new full time permanent Public Transit Operators be hired effective August 25, 2014, at an estimated 2014 cost including benefits of \$129,000 thereby reducing overtime costs as this work is currently being done by existing full time staff; and**
- c) **That staff consider other measures to address the 2014 Transit Budget shortfall and report back to Council in September 2014 with recommendations to address the 2014 budget pressures; to provide a more detailed status update on the implementation of the Transit Operations Review recommendations and to seek direction on implementing the remaining service changes recommended in the Transit Operations Review.**

"CARRIED"

Director of Utility Services
Report USPW14-009
Award of RFP P-13-14 for the Design of the New City of Peterborough Public Works Operations Centre

Moved by Councillor Riel

That Council approve the recommendations outlined in Report USPW14-009 dated July 28, 2014, of the Director of Utility Services, as follows:

- a) **That Phase 1 of RFP P-13-14 for the Design of the New Public Works Operations Center be awarded to Reinders+Rieder Ltd., 57 Mill Street North, Suite 201, Brampton, ON, L6X 1S9 at a cost of \$89,812.50 plus HST of \$11,675.62 for a total cost of 101,488.12; and**

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- b) That upon approval of the appropriate budgets, Phase 2 and Phase 3 proceed and be awarded to Reinders+Rieder Ltd., 57 Mill Street North, Suite 201, Brampton, ON, L6X 1S9 at a cost of \$329,312.50 plus HST of \$42,810.62 for a total of \$372,123.12 for Phase 2 and \$179,625.00 plus HST of \$23,351.25 for a total of \$202,976.25 for Phase 3.

“CARRIED”

Director of Planning and Development Services
Report PLHD14-007
Investment in Affordable Housing (IAH) Program Extension

Moved by Councillor Clarke

That Council approve the recommendations outlined in Report PLHD14-007 dated July 28, 2014, of the Director of Planning and Development Services, as follows:

- a) That the Mayor and Clerk be authorized to enter into an Administration Agreement with the province for the Investment in Affordable Housing program extension, as well as any related project, program and delivery agreements with private and non-profit organizations;
- b) That the Director of Planning and Development Services prepare and submit to the Ministry of Municipal Affairs and Housing (MMAH) the multi-year Program Delivery and Fiscal Plan (PDFP) and any subsequent revisions, after obtaining input from the Joint Services Steering Committee; and,
- c) That the Director of Planning and Development Services be authorized to negotiate single source, program delivery agreements with local, non-profit delivery agents.

“CARRIED”

Correspondence

Ontario Association of Police Services Boards to Kathleen Wynne

Moved by Mayor Bennett

That the Correspondence be received for information.

“CARRIED”

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Other Business

There were no items of Other Business.

Adjournment

Moved by Mayor Bennett

That this meeting of Committee of the Whole adjourn at 9:04 p.m.

"CARRIED"

Natalie Garnett
Deputy City Clerk

Councillor Hall
Chair