



**Committee of the Whole Minutes  
City of Peterborough  
December 5, 2011  
Draft Minutes Not Approved**

**Minutes of Committee of the Whole Held on December 5, 2011, in the General Committee Room.**

The meeting of Committee of the Whole was called to order at 5:03 p.m. in the General Committee Room.

**Roll Call:**

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

**Regrets:**

Councillor Beamer

Moved by Councillor Clarke

**That Committee move into Closed Session to discuss two items under the Municipal Act, 2001 Section 239(2)(a) The Security Of The Property Of The Municipality Or Local Board, two items under Section 239(b) Personal Matters About An Identifiable Individual, Including Municipal Or Local Board Employees, and an item under Section 239(c) A Proposed Or Pending Acquisition Or Disposition Of Land By The Municipality Or Local Board.**

**"CARRIED"**

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Moved by Councillor Pappas

**That committee move into open session.**

“CARRIED”

Committee moved out of closed session at 6:40 p.m.

Committee reconvened in open session at 6:50 p.m. in the Council Chambers.

**Minutes – November 7, the Special Meeting of November 7 (Development Charges) and November 14, 2011**

Moved by Councillor Clarke

**That the minutes of the Committee of the Whole meetings held on November 7, the Special Meeting November 7 (Special Meeting Development Charges) and November 14, 2011 be approved.**

“CARRIED”

**Disclosure of Pecuniary Interest**

Councillor Parnell declared an interest with Item 16, Report FS11-010, as she is employed by the Township of Cavan Monaghan. Councillor Parnell requested that Item 16 be dealt with separately.

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**Report of Closed Session**

**Director, Planning and Development Services**

**Report PLPD11-087**

**Peterborough Housing Corporation – Sale of Langton House, Surplus  
Traill College Property**

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report PLPD11-087 dated December 5, 2011, of the Director of Planning and Development Services, as follows:**

**That, pursuant to Article 5.3 of the draft Shareholder Direction, the City Of Peterborough, as the sole shareholder of PHC, consents to the sale of Langton House and associated land at a value deemed appropriate by the Board of Peterborough Housing Corporation (PHC), in order to further the objectives of the Corporation.**

**“CARRIED”**

**Report of Closed Session**

**City Clerk**

**Report CPCLK11-016**

**City of Peterborough Holdings Inc. (CoPHI) Board and Peterborough  
Distribution Inc. Board Appointments**

Moved by Mayor Bennett

**That Council approve the recommendations outlined in Report CPCLK11-016 dated December 5, 2011 of the City Clerk, as follows:**

- a) That Charles Kidd be reappointed to the City of Peterborough Holdings Inc. (CoPHI) Board for a three-year term ending December 31, 2014.**
- b) That Dean MacDonald be reappointed to the Peterborough Distribution Inc. Board for a three-year term ending December 31, 2014.**

**“CARRIED”**

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**Report of Closed Session  
Director, Community and Social Services  
Hospital Access Road Name**

Moved by Mayor Bennett

**That Council approve the decision to name the new hospital access road “Medical Drive”.**

“CARRIED”

**Consent Agenda**

Moved by Councillor Parnell

**That items 13, 14, 15, 20, 21, 23, 24, 25, 27, and 29 be approved as part of the Consent Agenda.**

“CARRIED”

**Director of Corporate Services  
Report CPFS11-046  
Insurance Program for 2012**

Moved by Councillor Parnell

**That Council approve the recommendation outlined in Report CPFS11-046, dated December 5, 2011 of the Director of Corporate Services as follows:**

**That the Insurance Program, as outlined in Appendix A to Report CPFS11-046, as recommended by the City’s Insurance Broker, BFL CANADA Risk and Insurance Services Inc., for a one year term from January 1, 2012 to December 31, 2012, be approved at an estimated cost of \$760,004 plus PST of \$42,066.24 for a total of \$802,070.24.**

CARRIED”

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**Director of Corporate Services**  
**Report CPFS11-047**  
**Electricity Price Hedging**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CPFS11-047 dated December 5, 2011, of the Director of Corporate Services, as follows:**

- a) That the Commodity Price Hedging Policy, as set out in Appendix A to report CPFS11-047, be approved;**
- b) That the Electricity Procurement Program in partnership with Local Authority Services Limited, a wholly owned subsidiary company of the Association of Municipalities of Ontario, be approved;**
- c) That the execution of an Agency Appointment Agreement between the City of Peterborough and Local Authority Services Limited, for a minimum term of two years, be approved, recognizing that as an agent, Local Authority Services Limited negotiates all required electrical purchases on behalf of procurement program members and communicates the details of the contracts to the program members;**
- d) That Local Authority Services Limited be authorized to have access to electricity consumption data from the local utility on an as needed basis, in order to compile load profile information for the procurement program;**
- e) That the Mayor and City Clerk be authorized to execute authorizing by-laws on behalf of the Corporation with respect to commodity price hedging agreements;**
- f) That the Property and Energy Manager be authorized to execute and sign documents on behalf of the Corporation and manage program-related decisions in accordance with this Policy and the *Municipal Act, 2001*.**

**“CARRIED”**

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**City Solicitor  
OCS11-014  
Peterborough Housing Corporation Shareholders Direction**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report OSC11-014 dated December 5, 2011, of the Director of Legal Services as follows:**

- a) That the Council approve the Shareholder Direction for the Peterborough Housing Corporation for the purpose of establishing certain principles of governance relating to the PHC, and**
- b) That the Mayor and City Clerk be authorized to execute the Shareholder Direction.**

**“CARRIED”**

**Director of Corporate Services  
Report CP11-005  
Terms of Reference  
Accessibility Advisory Committee**

Moved by Councillor Parnell

**That Council approve the recommendation as outlined in Report CP11-005 dated December 5, 2011, of the Director of Corporate Services as follows:**

**That the Terms of Reference for the Accessibility Advisory Committee be approved as reflected in the proposed new By-law.**

**“CARRIED”**

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**Director of IT Services  
Report CPITS11-003  
Request for Approval of Revised Information Technology Policy**

Moved by Councillor Parnell

**That Council approve the recommendation outlined in Report CPITS11-003, dated December 5, 2011, of the Director of IT Services, as follows:**

**That the revised City Information Technology Policy, as set out in Appendix A to Report CPITS11-003, be approved.**

**“CARRIED”**

**Director of Community Services  
CSACH11-010  
Establishment of Budget and Contract for Investigating Humidity in the  
Basement of the Peterborough Public Library**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CSACH11-010 dated December 5, 2011, of the Director of Community Services, as follows:**

- a) That a capital budget of \$65,000 be created with funds to be withdrawn from the Library Surplus Reserve;**
- b) That Section 15(2) of the City’s Purchasing By-law, that would require a competitive procurement process, be waived to enter into a contract to conduct investigations, testing and reporting on the high humidity levels in the basement of the Public Library as a single source;**
- c) That the contract to conduct an investigation and prepare a comprehensive report into the high humidity levels in the basement of the Peterborough Public Library be entered into with Accent Building Sciences, 850 Tapscott Road, Unit 29, Toronto, Ontario, M1X 1N4 at a cost of \$58,948 net of HST.**

**“CARRIED”**

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**Director of Corporate Services**

**Report CPFS11-049**

**Extension of Contract to Supply and Deliver Gasoline, Clear Diesel Fuel and Coloured Diesel Fuel (Original Tender T-49-08)**

Moved by Councillor Parnell

**That Council approve the recommendation outlined in report CPFS11-049 dated December 5, 2011, of the Director of Corporate Services as follows:**

**That the contract for the supply and delivery of gasoline and diesel fuel to the City of Peterborough, that was awarded to Upper Canada Fuels through Request for Tenders (RFT) T-49-08, be extended for two additional years, from January 1, 2012 to December 31, 2013, based on the Toronto Rack Price (or equivalent) in effect, plus the current delivery cost of \$0.0257 per litre, plus \$0.0033 HST for a total cost of \$0.0290 per litre.**

**“CARRIED”**

**Director of Corporate Services**

**Report CPFS11-044**

**Development Charges**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CPFS11-044 dated December 5, 2011, of the Director of Corporate Services, as follows:**

- a) That the City-wide Engineering Services Development Charges By-law 09-167 be amended to extend the December 31, 2011 expiry date to December 31, 2014 and the Development Charges Amendment Study – Appendix A be approved.**
- b) That in 2012, staff complete the 2011 Development Charges Background Study for the City-wide Engineering Services Development Charges, including the growth related projects in the 2011 Transportation Plan that was approved on November 14, 2011 through Report USTR11-006.**
- c) That the Development Charge rates for the Chemong Growth Area, as shown on Table 1 of report CPFS11-044 be adopted and the Chemong Planning Area-Specific Development Charges Study – Appendix B be approved.**



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- d) That By-law 08-128 be repealed effective January 1, 2012.
- e) That the Chemong Growth Area Development Charges rate be adjusted by the City Treasurer without amendment to the by-laws annually on January 1 of each year, commencing January 1, 2013, in accordance with the most recent annual change in the Statistics Canada Quarterly Construction Price Statistics.

“CARRIED”

**Director of Utility Services  
Report USDIR11-018  
Dutton Road Extension Environmental Assessment - Approval to Post  
Environmental Report File**

Moved by Councillor Parnell

**That Council approve the recommendation outlined in Report USDIR11-018 dated December 5, 2011, of the Director of Utility Services, as follows:**

**That Council direct staff to finalize the Dutton Road Extension Class Environmental Assessment and post the Environmental File Report for public review for the mandatory 30-day review period in accordance with the provisions of the Municipal Class Environmental Assessment process.**

“CARRIED”

**City Solicitor  
Report OCS11-016  
Review of Municipal Code Chapter 629 Snow Removal – Sidewalks**

Moved by Councillor Parnell

**That Council approve the recommendation outlined in Report OCS11-016 dated December 5, 2011, of the City Solicitor and Director of Legal Services, as follows:**

**That Chapter 629 – Snow Removal – Sidewalks – Roofs of the City of Peterborough Municipal Code not be amended.**

“CARRIED”

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**Chief of Police  
Report POL11-002  
Peterborough, Lakefield Police Services 2010 Annual Report**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report POL11-002, dated December 5, 2011, of the Chief of Police as follows:**

**That the presentation of the 2010 Peterborough Lakefield Community Police Services Annual Report be received for information.**

**“CARRIED”**

**Director of Utility Services  
Report USDIR11-019  
Parkhill Road West  
Wallis Drive to the West City Limit  
Class Environmental Assessment  
Approval to Post Environmental Study Report**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report USDIR11-019 dated December 5, 2011 of the Director of Utility Services, as follows:**

- a) That the presentation on the matter of the Parkhill Road West Class Environmental Assessment by AECOM be received, and;**
- b) That Council direct staff to finalize the Parkhill Road West Class Environmental Assessment and post the Environmental Study Report for public review for the mandatory 30-day public review period in accordance with the provisions of the Municipal Class Environmental Assessment process.**

**“CARRIED”**

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**Director of Community Services**  
**Report CSAD11-011**  
**Morrow Park Master Plan Design Study**

Moved by Mayor Bennett

**That Council approve the recommendations outlined in Report CSAD11-011 dated December 5, 2011, of the Director of Community Services, as follows as amended:**

- a) That a presentation on the Morrow Park Master Plan Design Study from Brown and Storey Architects Inc. be received for information;**
- b) That the Morrow Park Master Plan Design Study be adopted to serve as a guide for future planning and budgetary decisions;**
- c) That Phase 1 of the Morrow Park Master Plan Design Study be approved, pending the annual budget approval process and the outcome of negotiations with the Agricultural Society.**
- d) That a Committee consisting of the CAO, Mayor and Councillor Vass continue to work together with a representative group from the Agricultural Society.**

On a Point of Order, Councillor Vass indicated that discussion of the Morrow Trust was not germane to the motion.

**"CARRIED"**

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**City Solicitor**  
**Report OCS11-012**  
**International Centre of Excellence for Water Quality**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report OCS11-012 dated December 5, 2011, of the City Solicitor and Director of Legal Services, as follows:**

- a) That the presentation by Lance Sherk, Director of Economic Development City of Kawartha Lakes, be received;**
- b) That Council endorse the Letter of Intent between the City of Peterborough, Counties of Peterborough and Haliburton, the Greater Peterborough Innovation Cluster, City of Kawartha Lakes, Sir Sandford Fleming College and Trent University to pursue the creation of an International Centre of Excellence for Water Quality; and**
- c) That the Mayor and City Clerk be authorized to execute the Letter of Intent.**

**“CARRIED”**

Item 16 was separated out due to Councillor Parnell's conflict. Councillor Parnell left the Council Chambers at 9:12 p.m.

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**Director of Planning and Development  
Fire Chief/Acting Manager of Airport  
Report FS11-010**

**Agreement with the Township of Cavan Monaghan Respecting the  
Amendment to the Building Inspection, Planning and Fire Protection at  
Peterborough Airport**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report FS11-010 dated  
December 5, 2011, of the Director of Planning and Development Services, and the  
Fire Chief, as follows:**

**That a by-law be passed to authorize the execution of a new agreement with the  
Township of Cavan Monaghan whereby the City of Peterborough will continue the  
responsibility for planning, building and fire protection at the Peterborough Airport.**

**"CARRIED"**

Councillor Parnell returned to the meeting at 9:14 p.m.

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**Director of Community Services  
Report CSD11-024  
Sport Field Development at Fleming**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CSD11-024 dated December 5, 2011, of the Director of Community Services, as follows:**

- a) That the sport field development project at Trent University be deferred until arrangements for adequate servicing and funding are in place;**
- b) That the proposed sport field development project in partnership with Fleming College be approved;**
- c) That the Mayor and Clerk be authorized to enter into an agreement with Fleming College for new sport fields on Fleming College property.**

**“CARRIED”**

**Director of Community Services  
Report CSRS11-012  
Trent University Athletic Centre Funding Agreement By-law**

Moved by Councillor Riel

**That Council approve the recommendation outlined in Report CSRS11-012 dated December 5, 2011, of the Director of Community Services, as follows:**

**That a by-law be approved authorizing the Mayor and the City Clerk to sign the funding agreement, with a term of 15 years, between the City of Peterborough and Trent University, to support the expansion and renovation of the University's Athletics Centre.**

**“CARRIED”**

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**Director of Utility Services  
Report USWM11-005  
Waste Recycling Strategy for the City of Peterborough**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report USWM11-005 dated December 5, 2011 of the Director of Utility Services as follows:**

**That Council endorse the 2011 Waste Recycling Strategy for the City of Peterborough, as detailed in Attachment 1 of Report USWM11-005, for use as a planning tool for the Blue Box recycling program and to fulfill one of the requirements for maximum Blue Box funding via Waste Diversion Ontario.**

**“CARRIED”**

**Director of Corporate Services  
Report CPFS11-045  
September 30, 2011 Financial Update Report (Unaudited) with Year End Projections for December 31, 2011**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report CPFS11-045 dated December 5, 2011, of the Director of Corporate Services, as follows:**

- a) That the September 30, 2011 Financial Update Report of the Operating Budget and Capital Works in Progress be received.**
- b) That a Traffic Signal Reserve account be created for the re-lamping of traffic signals to be funded by transferring any Traffic Signal budget surplus, if any, to this reserve account at the end of each budget year, starting in 2011.**
- c) That the revised Form 6-2011 User Fee Schedule from the Peterborough Public Library, which is attached to this report as Appendix C, be approved.**
- d) That the \$5.3 million capital budget for the North Fill Area Cell Development of the County/City Landfill Site be reduced by \$2.7 million to \$2.6 million and the \$1.4 million City share of the cost be reduced as a commitment from the Waste Management Reserve Fund.**

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- e) That the \$3.8 million capital budget for the centralized composting facility be reduced by \$2.9 million to \$0.85 million and the \$1.3 million City share of the cost be reduced as a commitment from the Waste Management Reserve Fund.

“CARRIED”

**Director of Planning and Development**  
**Report PLPD11-081**  
**Surplus Declaration and Conveyance of 331 Aylmer Street (Library Lot)**

Moved by Councillor Pappas

That Council approve the recommendations outlined in Report PLPD11-081 dated December 5, 2011, of the Director of Planning and Development Services, as amended as follows:

- a) That the 12-space Library parking lot municipally known as 331 Aylmer Street, as illustrated on Appendix A attached to Report PLPD11-081, be declared surplus to the needs of the municipality.
- b) That the City advertise its intention to convey 331 Aylmer Street to F & I Gateway Investments Inc or a new company to be incorporated and further that consideration be either the estimated property value of \$110,000, or physical improvements of equivalent value on municipal property, or a combination thereof, all to the satisfaction of the City.
- c) That the City advertise its intention to exchange a parcel of land with an area of approximately 1,300 sq. ft. located at the south east corner of the library property for a parcel of land, more or less of equal area from the north west corner of 248 Charlotte Street, as illustrated on Appendix A attached to Report PLPD11-081 in order to regularize the south property line of the Library.
- d) That the conveyances of City property and the improvements to municipal property be detailed in a site plan agreement and further, that the conveyances not occur until a Site Plan agreement has been executed for a redevelopment of 242-248 Charlotte Street and 321 Aylmer Street in keeping with the general intent of Appendix B, attached to Report PLPD11-081.



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- e) That Council declare its intention to retain approximately 30 public parking spaces in the city block immediately west of the Library or the immediate vicinity, initially on the former Food Bank property, to support the patron parking needs of the Library.
- f) That Council commit through a future capital project to refresh the landscaping at the Library and to reconstruct the interlocking brick sidewalk along the west side of Aylmer Street between Charlotte Street and Simcoe Street to a standard in keeping with the Downtown Streetscape program.
- g) That the site plan return to Planning Committee for final approval.

“CARRIED”

**City Solicitor  
Report OCS11-015  
Retail Business Holidays Act  
Stakeholder Comments on Exemptions to the Act**

Moved by Councillor Juby

**That Council approve the recommendation outlined in Report OCS11-015, dated December 5, 2011, of the City Solicitor and Director of Legal Services as follows:**

**That this report be received for information.**

“CARRIED”

**Other Business**

Moved by Councillor Clarke

**That staff prepare a report regarding the placement of leaves onto the roadways by residents and the impact on the Public Works Department.**

“CARRIED”

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Moved by Councillor Pappas

**That staff prepare a report on the possibility of live-screening (and archiving) all meetings over the City website as well as the potential costs, and that the report be prepared prior to April 2012.**

"CARRIED"

Moved by Councillor Vass

**That staff provide updates to Council regarding the status of the Otonabee River Bridge (adjacent to the property located at 150 George Street) as they become available.**

"CARRIED"

**Adjournment**

Moved by Mayor Bennett

**That this meeting of Committee of the Whole adjourn at 9:55 p.m.**

"CARRIED"

Natalie Garnett  
Deputy City Clerk

Councillor Hall  
Chair