



**Committee of the Whole Minutes  
City of Peterborough  
May 8, 2017**

**Minutes of the Committee of the Whole Meeting held on May 8, 2017, in the Doris Room and Council Chambers, City Hall.**

The meeting of Committee of the Whole was called to order at 5:30 p.m. in the Doris Room, City Hall.

**Roll Call:**

Councillor Baldwin  
Councillor Beamer, Chair  
Councillor Clarke  
Councillor Haacke  
Councillor McWilliams  
Councillor Pappas  
Councillor Parnell  
Councillor Riel  
Councillor Therrien  
Councillor Vassiliadis  
Mayor Bennett

**Resolution to Meet in Closed Session**

Moved by Councillor Clarke

**That Committee move into Closed Session to discuss one item under Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees.**

“CARRIED”

Councillor Baldwin, due to a conflict of interest, left the meeting at 5:31 p.m.

Committee adjourned closed session at 5:35 p.m.

Councillor Baldwin returned to the open session meeting at 6:30 p.m.

Committee convened in open session at 6:30 p.m.

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**Confirmation of Minutes – April 18 and April 24, 2017**

Moved by Councillor Clarke

**That the minutes of the meetings of Committee of the Whole held on April 18 and April 24, 2017 be approved.**

“CARRIED”

**Disclosure of Pecuniary Interest**

The Mayor declared an interest in Item 7, Report CAO17-005 – Securing Employment Lands for the Benefit of the Region, as his family owns property in or near the area that would be annexed through the proposed Restructuring Proposal.

The Mayor declared an interest in Item 17, Report CPFS17-019 - Public Transit Infrastructure Fund Transfer Price Agreement and Pre-Commitment of 2018 Capital Funding, as he is part owner of a firm that operates a taxi business and other transportation activities.

Councillor Pappas declared an interest in Item 12, Report CSD17-008 – Community Investment Grants, as several of his family members are part of an organization receiving funding.

Councillor Clarke declared in Item 12, Report CSD17-008 – Community Investment Grants, as he sits on the Board of St. John’s Ambulance.

Councillor Vassiliadis declared an interest in Item 5, Report CSD17-011 – Draft Memorandum of Understanding with the Peterborough Agricultural Society Agreement, as his company is a vendor at the Farmer’s Market.

**Consent Agenda**

Moved by Councillor Parnell

**That items 13, 14, 15, 16 and 18 be approved as part of the consent agenda.**

“CARRIED”

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**Director of Community Services**

**Report CSD17-009**

**Community Project Grants 2017**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CSD17-009, dated May 8, 2017, of the Director of Community Services, as follows:**

- a) That the 2017 Community Project Grants in the total amount of \$21,000 be allocated to various local charitable and Not For Profit organizations (NFP's) as set out in the attached Appendix A.**
- b) That approved organizations be authorized to use the City Coat of Arms to acknowledge City support on promotional material such as flyers, brochures and posters throughout 2017; and**
- c) That all new Community Project Grant applicants be required to attend an annual workshop to improve the quality of their application.**

“CARRIED”

**Director of Utility Services**

**Report USPW17-009**

**Award of RFP P-06-17 for the Supply and Delivery of Two Four-Wheel Drive Tractor Backhoes**

Moved by Councillor Parnell

**That Council approve the recommendation outlined in Report USPW17-009 dated May 8, 2017 of the Director of Utility Services, as follows:**

**That RFP document P-06-17 for the Supply and Delivery of Two Four-Wheel Drive Tractor Backhoes be awarded to Nortrax Canada Inc., 1003 Highway 7 East, Peterborough, ON, K9J 7Y8 at a total cost of \$254,888.00 plus \$33,135.44 HST for a total of \$288,023.44 with an option, at the City's sole discretion, to enter into negotiations with Nortrax Canada Inc. for an additional five units over the next five years.**

“CARRIED”

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**Director of Corporate Services**

**Report CPFS17-016**

**December 31, 2016 Financial Report (unaudited)**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CPFS17-016 dated May 8, 2017, of the Director of Corporate Services, as follows:**

- a) That the December 31, 2016 Quarterly Financial Report (unaudited) attached as Appendix A to Report CPFS17-016, dated May 8, 2017, be received.**
- b) That Capital Levy approved in previous years' capital budgets for various projects, that is no longer needed, in the amount of \$418,712 and shown on Chart 3 in the report CPFS17-016, be transferred to the Capital Levy Reserve.**
- c) That the 2016 Police Services surplus in the amount of \$11,051 be transferred to the Police Special Projects Reserve.**

"CARRIED"

**Director of Corporate Services**

**Report CPFS17-017**

**Noise By-law Provision in City Operating Budget**

Moved by Councillor Parnell

**That Council approve the recommendation outlined in Report CPFS17-017 dated May 8, 2017, of the Director of Corporate Services, as follows:**

**That Report CPFS17-017 regarding the provision of \$25,000 in the 2017 Operating Budget for the enforcement of the Noise By-law be received for information.**

"CARRIED"

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**City Clerk**

**Report CPCLK17-011**

**Peterborough Downtown Business Improvement Area (PDBIA) Sidewalk Sales**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CPCLK17-011, dated May 8, 2017 of the City Clerk, as follows:**

- a) That the merchants within the Peterborough Downtown Business Improvement Area be granted permission to conduct a Sidewalk Sale on Saturday, June 3, 2017 from 11:00 a.m. to 5:00 p.m. during the Taste of Downtown event held on Charlotte Street between Aylmer Street and George Street; and,**
- b) That the merchants within the Peterborough Downtown Business Improvement Area be granted permission to conduct a Sidewalk Sale July 15, 2017 from 9:00 a.m. to 5:00 p.m. as part of the annual Pulse event.**

**“CARRIED”**

The Chair dealt with agenda Item 12 as it was separated due to a pecuniary interest. No member of Committee wished to speak to the item.

**Director of Community Services  
Report CSD17-008  
Community Investment Grants**

Councillors Clarke and Pappas, due to previously declared interests, did not vote on the matter.

Moved by Councillor Therrien

**That Council approve the recommendations outlined in Report CSD17-008 dated May 8, 2017, of the Director of Community Services, as follows:**

- a) That the 2017 Community Investment Grants in the total amount of \$230,000 be allocated to various local charitable and Not-For-Profit organizations (NFP's) as set out in the attached Appendix A;**
- b) That approved organizations be authorized and required to use the City Coat of Arms to acknowledge City support on promotional material such as flyers, brochures and posters throughout 2017;**

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- c) That the proposed schedule for the Investment and Project Grant applications and approval, with the application deadline in early December, review period in January and February and Council approval during the winter be approved;
- d) That the request from the Peterborough Folk Festival for future consideration as a Service Grant be denied;
- e) That all applicants (excluding those currently with multi-year funding) be strongly encouraged to attend an annual workshop to improve their applications.

“CARRIED”

The Chair dealt with agenda Item 17 as it was separated due to a pecuniary interest. No member of Committee wished to speak to the item.

**Director of Corporate Services**

**Report CPFS17-019**

**Public Transit Infrastructure Fund Transfer Price Agreement and Pre-Commitment of 2018 Capital Funding**

Mayor Bennett, due to his previously declared interest, did not vote on the matter.

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report CPFS17-019 dated May 8, 2017, of the Director of Corporate Services, as follows:**

- a) That a by-law be passed authorizing the Mayor and Clerk to sign the Public Transit Infrastructure Fund (PTIF) transfer price agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Transportation and The Corporation of the City of Peterborough; and
- b) That \$2,425,000 in 2018 capital funding be pre-approved to allow for the purchase of four 40 Foot Low Entry Fully Accessible Urban Diesel Buses.

“CARRIED”

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**Board Chair, Peterborough Economic Development  
President & CEO, Peterborough Economic Development  
Report PED17-002  
PED 2017 First Quarter Report**

Rhonda Keenan, President and CEO, Peterborough Economic Development, made a presentation.

Moved by Mayor Bennett

**That Council approve the recommendation outlined in Report PED17-002 dated May 8, 2017 of the President & CEO and Board Chair of Peterborough Economic Development, as follows:**

**That Report PED17-002 and supporting presentation, providing the Peterborough Economic Development 2017 First Quarter Report be received.**

“CARRIED”

**Director of Community Services  
Report CSD17-012  
United Nations Designation Peterborough-Kawarthas Regional Centre of Expertise on Sustainable Development**

Jane Gray, Faculty member and the Coordinator and Faculty Liaison for the Office of Sustainability at Fleming College and Brianna Salmon, Executive Director of GreenUP made a presentation.

Moved by Councillor Therrien

**That Council approve the recommendation outlined in Report CSD17-012, dated May 8, 2017, of the Director of Community Services, as follows:**

**That the presentation on the United Nations Designation for Peterborough-Kawarthas as a Regional Centre of Expertise on Sustainable Development by Brianna Salmon, from Green-up be received.**

“CARRIED”

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**Director of Community Services**

**Report CSD17-011**

**Draft Memorandum of Understanding with the Peterborough  
Agricultural Society Agreement**

Councillor Vassiliadis, due to his previously declared interest, did not discuss or vote on the matter.

Moved by Councillor Haacke

**That Council approve the recommendations outlined in Report CSD17-011, dated May 8, 2017, of the Director of Community Services, as follows:**

- a) That a background presentation by the Director of Community Services be received;**
- b) That the draft Memorandum of Understanding regarding the Transfer Agreement between the City of Peterborough and the Peterborough Agricultural Society, appended to Report CSD17-011 as Appendix A, be approved for a seven year term, with a renewal option; and that the Mayor and Clerk be authorized to execute any applicable legal agreements that arise from the Memorandum of Understanding;**
- c) That upon execution of any and all agreements by the parties;**
  - i) That the Peterborough Agricultural Society's 2017 approved Service Grant be increased by an additional \$25,000 for a total of \$75,000, which becomes the new funding base for future years, with the funding to be allocated from the 2017 Contingency; and**
  - ii) That Staff be directed to engage the services of a qualified Architect to begin the high level conceptual and subsequently more detailed plans and costing for capital improvements to Morrow Park as contemplated in the draft Memorandum of Understanding.**

**"CARRIED"**

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**Director of Community Services**

**Report CSD17-013**

**Community Grant Program Overview**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report CSD17-013 dated May 8, 2017, of the Director of Community Services, as follows:**

**That the report and a presentation by the Director of Community Services on the City's Community Grant Program be received for information.**

"CARRIED"

**Chief Administrative Officer**

**Report CAO17-005**

**Securing Employment Lands for the Benefit of the Region**

Mayor Bennett, due to his previously declared interest, did not discuss or vote on the matter.

Moved by Councillor Haacke

- a) That the CAO be directed to send a letter requesting the Province take action on the issue of a boundary adjustment between the City of Peterborough and the Township of Cavan Monaghan, to facilitate the City meeting its requirements under the Growth Plan for the Greater Golden Horseshoe, given that a mutually agreeable solution has been unable to be reached despite extensive negotiations;**
- b) That the Province be informed that City Council considers the total amount to be paid to the Township and County to be too high;**
- c) That a copy of the letter be e-mailed to Council: and,**
- d) That staff be directed to explore all other alternative development arrangements within the City boundaries including potential conversion of presently zoned residential land to employment land.**

"CARRIED"

Councillor Clarke requested it be noted in the minutes that he did not support the motion.

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**Director of Corporate Services**

**Report CPPS17-018**

**Award of RFP P-04-17, for the Commissioning Firm of Record for the City of Peterborough**

Moved by Councillor McWilliams

**That Council approve the recommendations outlined in Report CPPS17-018, dated May 8, 2017 of the Director of Corporate Services, as follows:**

**That RFP P-04-17 for the Commissioning Firm of Record for the City of Peterborough be awarded to Jones Lang LaSalle Real Estate Services Inc. (JLL), 100 Cowdray Court, Suite 130, Toronto, Ontario, M1S 5C8 for the period May 22, 2017 to December 31, 2021 with the option for one five-year extension subject to satisfactory performance.**

“CARRIED”

**Director of Corporate Services**

**Report CPPS17-016**

**Award of Cooperative Purchasing Contract for the Design, Installation and Contract Administration to Replace Existing Interior Lighting with LED Fixtures at the Peterborough Sport & Wellness Centre and the Peterborough Memorial Centre**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report CPPS17-016, dated May 8, 2017 of the Director of Corporate Services as follows:**

**That the City enter into a formal agreement with Conrad Lighting Solutions Inc., 6 Hanna Road, Toronto, Ontario, M4G 4G5, for the design, installation, and contract administration to replace existing interior lighting with LED fixtures at the Peterborough Sport & Wellness Centre and the Peterborough Memorial Centre at a cost of \$398,781 plus HST of \$51,841.53 for a total cost of \$450,622.53.**

“CARRIED”

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**Director of Community Services**

**Director of Corporate Services**

**Report CSD17-006**

**Aylmer/Simcoe Public Space Sponsorship Agreement**

Moved by Councillor Parnell

**That Council approve the recommendations outlined in Report CSD17-006 dated May 8, 2017, of the Director of Community Services, as follows:**

- a) That the public space at Aylmer/Simcoe is a suitable location for Sponsorship and Naming Rights;**
- b) That the Public Art installation to be located in the Public Space at Aylmer/Simcoe is suitable for Sponsorship support;**
- c) That the naming right and presenting sponsorship be entered into with LLF Lawyers for an amount of \$100,000 for 20 years and renewed at the discretion of LLF Lawyers for an additional 10 years for an amount of \$50,000.**

**“CARRIED”**

**Director of Community Services**

**Report CSD17-010**

**Award of P-02-17 Supply, Installation and Configuration of an RFID Tagging System, Security Gate System and Self Check Stations for the Peterborough Public Library**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report CSD17-010 dated May 08, 2017, of the Director of Community Services, as follows:**

**That a portion of Request for Proposal P-02-17 Supply, Installation and Configuration of an RFID Tagging System, Security Gate System, Self Check Stations and Book Sorting System for the Peterborough Public Library be awarded to Bibliotheca Canada Inc., 284 Churchill Ave N, Ottawa, ON K1Z 5B6 at a total cost of \$123,285 plus \$16,027 HST for a total of \$139,312.**

**“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 9:38 p.m.**

"CARRIED"

John Kennedy  
City Clerk

Councillor Beamer  
Chair