



City of
Peterborough

To: Members of the Committee of the Whole

From: Sandra Clancy, Director of Corporate Services

Meeting Date: January 25, 2016

Subject: Report CPFS16-002
Participatory Budgeting

Purpose

A report to recommend the guidelines for the Participatory Budgeting (PB) pilot for each of the five wards in 2016.

Recommendations

That Council approve the recommendations outlined in report CPFS16-002, dated January 25, 2016, of the Director of Corporate Services as follows:

- a) That the Guide Book, attached as Appendix A to Report CPFS16-002, form the ground rules for the 2016 Participatory Budgeting Pilot Program.
- b) That, in recognition of incidental costs that may be incurred throughout the PB pilot project, each ward be allocated up to \$1,000 from the 2016 General Contingency; and that a budget of \$2,500 be allocated from the 2016 General Contingency for the printing of community materials, room rentals, and other incidental costs for a total PB Administration Budget of \$7,500.

Budget and Financial Implications

Each of the five wards is allocated \$20,000. The 2016 Capital Budget included Project # 3-4.03 in the amount of \$100,000 to fund the cost.

After approval of recommendation b), the uncommitted 2016 General Contingency Budget will be \$763,600.

Background

During the 2015 budget process, Council heard from a number of delegates who were looking for additional opportunities for engagement in the City's budgetary process as well as the opportunity to be involved in a PB program in the Community. In the ensuing discussion, Council expressed support for both, and as a result, several key changes were made to the 2016 budget process to encourage an increased level of engagement. Council also approved Report CPFS15-019 Participatory Budgeting, dated May 11, 2015, a PB pilot program for the 2016 calendar year. This report establishes the framework of the PB pilot program.

PB is an engagement process where residents propose and vote on community improvement projects, funded through a pre-determined portion of the City's budget. Although Council could overrule the community votes, in other PB programs, the selected projects are usually adopted without amendment by the municipality.

Participatory Budgeting Guidelines

Appendix A provides draft guidelines for the pilot project. In addition to the introductory comments that explain what participatory budgeting is, the guidelines provide details on:

- Goals: Why PB?
- Rules: How it works?
- Timeline: What happens when?
- Roles and Responsibilities: Who does what?

Councillor's Handbook

Appendix B is a handbook that has been prepared as a resource for Members of Council to assist in the coordination of the PB pilot. There is not a 'one size fits all' approach, and Councillors may use this along with any other resources at their disposal to guide the PB process.

PB Resources

Research and experience in PB in other jurisdictions have found that implementing a successful PB process can be resource intense in order to do it properly. In the ideal PB process, the City would have a staff resource dedicated to help coordinate the process, educate, provide information materials, develop project proposals with community delegates and facilitate the community vote.

For the City of Peterborough, there is no dedicated staff resource. However, a team of staff are committed to liaise with Council and citizens alike, to field questions and provide support to the process. All questions should be addressed in writing to the following dedicated email address: MyPTBO@peterborough.ca. Through this single point of contact, questions will be then directed to the appropriate City division as required and answers provided in a timely manner. Questions may focus on various aspects of the process including:

- Providing Project Leaders with relevant background information
- Assessing the feasibility of project proposals
- Providing cost estimates for project proposals, as required
- Offering feedback on project proposals
- Working with Project Leaders to make desired projects feasible within City guidelines

To ensure success, it is imperative that Councillors and interested members in the community step forward and be willing to spend time supporting this initiative.

PB Administration Budget

There may be incidental costs incurred throughout the PB pilot project for community materials, room rentals and the cost of a facilitator, should Councillors choose to engage such a resource. Facilitators help residents participate effectively in community meetings. They are neutral parties that do not advocate for particular projects.

Staff recommend that up to \$1,000 be allocated from the 2016 General Contingency provision to each ward for such incidental costs. In addition, there may be other costs incurred by staff as well. Altogether, an allocation of \$7,500 is recommended from the 2016 General Contingency provision.

Timeline

The timeline being proposed for the pilot project envisions most of the community involvement through the months of March – June 2016 and culminating in community voting on the preferred project(s) in June 2016. It is anticipated that award reports be submitted to Council for each of the various projects prior to September, with project implementation beginning in early fall.

Evaluation of the pilot PB project will be done early in 2017. Should the pilot be deemed successful, staff would seek further Council approval for an ongoing PB Program through the annual Budget Guidelines Report, which is typically sent to Council in the June –July timeframe. The next PB Program (2018 Budget Year) would be approved by Council through the 2018 Budget Guideline Report presented to Council in June – July 2017.

Public Orientation Session

Public awareness and education are key ingredients that will help ensure success of this pilot project. In addition to the 2016 Pilot Guide Book, staff propose that one or more public orientation sessions be held, which provide interested participants the opportunity to ask questions. These sessions would be open to all individuals from any ward and take place during the month of February 2016.

Summary

The Participatory Budgeting pilot and associated guidelines provides a starting point to build upon in future years. With the support of Councillors and citizens, it has the potential to increase civic engagement, broaden political participation, foster new leaders in our community and create stronger relationships between Council, organizations and residents.

Submitted by,

Sandra Clancy
Director of Corporate Services

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Manager of Financial Services
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Appendix A: Participatory Budgeting in Peterborough – 2016 Pilot Guide Book

Appendix B: Participatory Budgeting Councillor's Handbook

My Peterborough Participatory Budgeting

A process where Community Members
initiate Community Improvement Projects

[2016 Pilot] Guide Book

Brainstorm Ideas

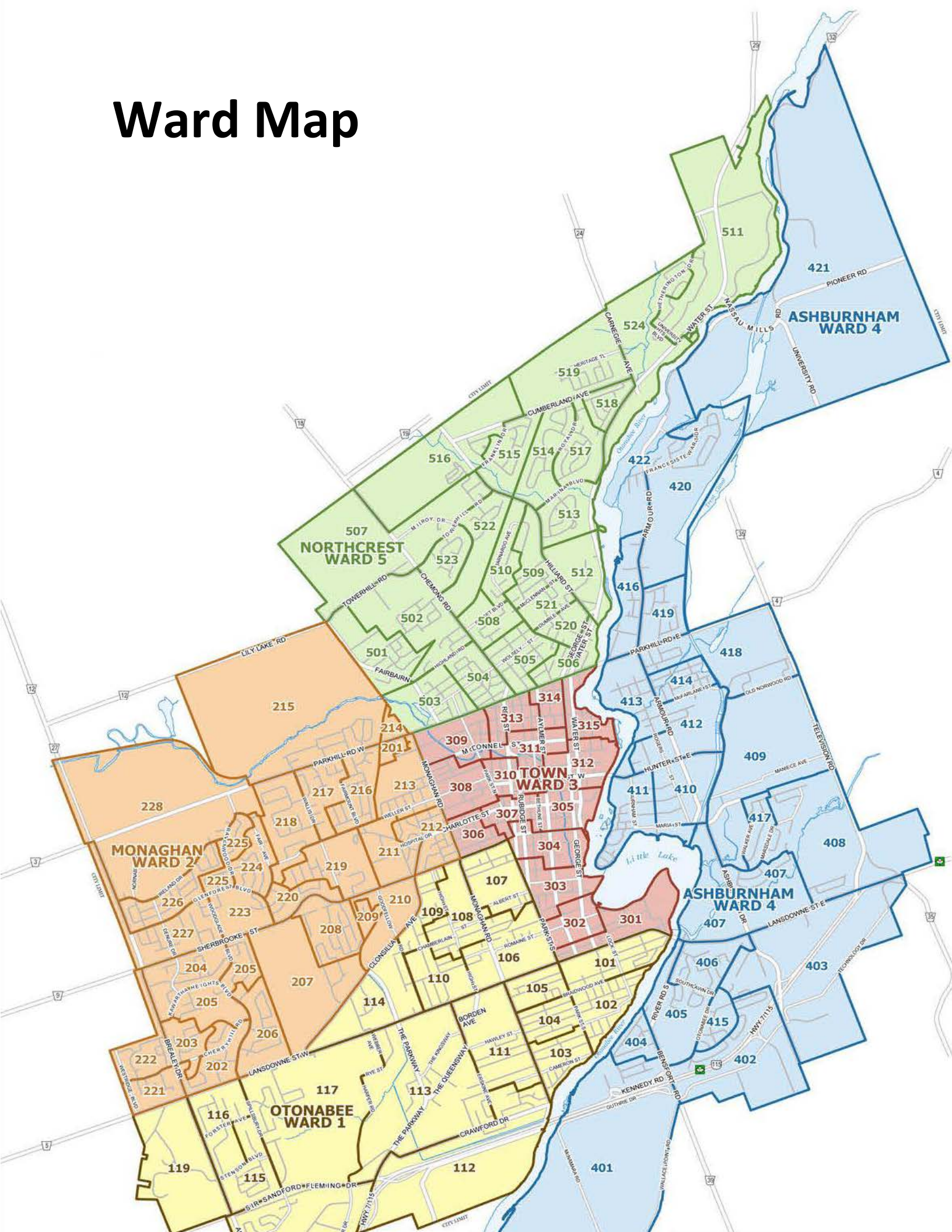
Develop Proposals

Vote

Fund Projects



Ward Map



List of Councillors

Ward 1: Otonabee

Lesley Parnell

lparnell@peterborough.ca

Dan McWilliams

dmcwilliams@peterborough.ca

Ward 2: Monaghan

Henry Clarke

hclarke@peterborough.ca

Don Vassiliadis

dvassiliadis@peterborough.ca

Ward 3: Town

Dean Pappas

dpappas@peterborough.ca

Diane Therrien

dtherrien@peterborough.ca

Ward 4: Ashburnham

Keith Riel

kriel@peterborough.ca

Gary Baldwin

gbaldwin@peterborough.ca

Ward 5: Northcrest

Andrew Beamer

abeamer@peterborough.ca

Dave Haacke

dhaacke@peterborough.ca

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Introduction by the Mayor

Citizen engagement in our government is essential to the vitality of our community and the strength of our local democratic system. The 2016 Participatory Budgeting Pilot Program is yet another way to become active in the civic life of your city; another way to have a say in how your tax dollars are spent; another way to work with your neighbours for the benefit of the community.



Mayor Daryl Bennett

For participatory budgeting to be successful, you, the people of Peterborough, need to take ownership of the process. You will develop the ideas on how to spend the allocated funds, debate the merits of each proposal and hold a community vote to determine which projects move forward. While facilitators and city staff will provide guidance and support, you will lead this initiative. Those who choose to participate will decide on how to spend \$100,000 in public money for capital work that will be directed through participatory budgeting.

This project builds on the many ways City of Peterborough residents already provide input into the budget process, through public meetings, conversations with city staff and speaking with City Council members. For residents who are looking to make a more active contribution, Council appoints citizens to advisory committees that make recommendations related to municipal services and facilities, such as arenas, parks, museums, heritage preservation, cultural programs and the distribution of almost \$250,000 in community grants. All of the current platforms for citizen engagement remain. Participatory budgeting will enhance how the city interacts with its residents to make decisions on capital spending, ward by ward, in the best interest of the community.

Staff has done a tremendous job of reviewing some other early adopters of participatory budgeting. What follows is a clear, concise overview of how we can implement a similar process in Peterborough. This is a pilot project. City staff recognize that some ideas on how to support participatory budgeting may work and others may need to be adjusted. We all have to keep an open mind as we take these first steps together.

A handwritten signature in black ink, appearing to read 'Daryl', located at the bottom right of the page.

About this Guide Book



This Guide Book was developed by the City of Peterborough for the Participatory Budgeting (PB) pilot taking place in 2016.

While participatory budgeting is inspired by cities around the world, the City of Peterborough created these guidelines to reflect the unique needs, issues and interests of Peterborough's community members.

If PB continues in the future, the Guide Book will develop as the process unfolds in the years ahead.

What is Participatory Budgeting?



PB is a new way for community members to influence decisions about municipally funded projects in each of the five Wards.

Community members will brainstorm ideas, develop proposals, vote on a project and the City will implement the project.

In this 2016 pilot, each of the five Wards will have \$20,000 to spend on community improvement projects.

Goals



We aim for PB to have the following impact:

1. Open up Government

Allow community members to play a greater role in spending decisions and inspire greater transparency in municipal government.

2. Expand Civic Engagement

Engage more people in politics and the community through a new avenue that encourages participation.

3. Develop New Community Leaders

Build the skills, knowledge and capacity of community members.

4. Build Community

Inspire people to more deeply engage in our community and to create new networks and organizations.

How it Works



Stage 1 | PB Public Education

City Staff will introduce and educate Community Members on the PB 2016 Pilot through a public orientation meeting and with information on the City's website, print materials and social media. Standard information, communication and resource materials will be used across all five Wards. City Councillors will assist in education efforts through outreach and promotion activities within their Ward.

Stage 2 | Community Brainstorm Meetings

City Councillors will coordinate at least one Community Brainstorm Meeting for each Ward. Councillors may choose to facilitate the meetings on their own or engage a Meeting Facilitator. Meetings will start with an overview on the PB 2016 Pilot and then Community Members will brainstorm project ideas while the facilitators collect and document all ideas. Meetings will wrap up by selecting Project Leaders to represent potential PB projects. Community Members are welcome to attend a meeting in their Ward, propose PB project ideas, volunteer as a Project Leader or they may choose to work outside of a meeting.

Stage 3 | Develop Project Ideas and Register Projects

Project Leaders transform ideas into projects. Project Leaders may work independently or coordinate working meetings in the community to develop a project in a group setting. Councillors may choose to host project development meetings to ensure Community Members have an opportunity to collaborate with Project Leaders and contribute to an idea they are interested in.

The first step a Project Leader will take to move forward with an idea is to submit a Project Registration Form to their two Ward Councillors. If an idea is seen as having merit by the Councillors and contains enough information, they will forward the Registration Form to City Staff who will register projects by assigning a project number.

Step two, a Project Leader will seek feedback and background information from City Staff. Through this process, a Project Leader will assess feasibility, obtain a cost estimate from staff and ensure the project idea complies with City plans, policies, by-laws and accessibility requirements.

All questions can be addressed through email submitted to MyPTBO@peterborough.ca. Questions will be directed to the appropriate City Staff and responses will be provided through the PB website at www.peterborough.ca/MyPTBO.

Community Members, Councillors, Project Leaders and relevant City Staff will need to dedicate significant hours during this stage to ensure success of the PB 2016 Pilot.

Stage 4 | Project Submission

A Project Leader will complete a Project Submission Form and submit it to:

City of Peterborough, Corporate Services

City Hall, 500 George Street North, or MyPTBO@peterborough.ca

Project estimates must be within the \$20,000 budget to be considered an eligible PB Project. A project over the \$20,000 budget will only be eligible if a Project Leader submits a financial contribution raised by the community to cover the balance at the time of project submission. The City will only accept financial contributions, not material and labour contributions.

Stage 5 | Display Projects Online

City staff will display all project submissions on the PB website. Project Leaders may correspond with media sources to build support for their project proposal during this stage.

Stage 6 | Project Expo (optional) and Community Vote

City Councillors will coordinate an optional project expo combined with a voting session for each Ward. The voting process must be democratic and accessible. It may be a ballot placed in a box, an online system or a combination of both.

All residents, age 16 and up, can vote for one project in their Ward. The PB 2016 Pilot will rely on the honour system and not require Community Members to provide identification.

Wards may implement more than one project with their \$20,000 funding, depending on the cost to implement each project. Councillors will decide how to resolve project selection or project funding issues and ties in the voting process.

Stage 7 | Community Vote Results

City Councillors will provide the community vote results to City Staff.

Stage 8 | Council Approval

City Staff will prepare a report to Council to recommend the PB projects for implementation. The report will highlight project details and budget implications for each project. City Council will determine which projects receive final approval.

Stage 9 | Project Implementation

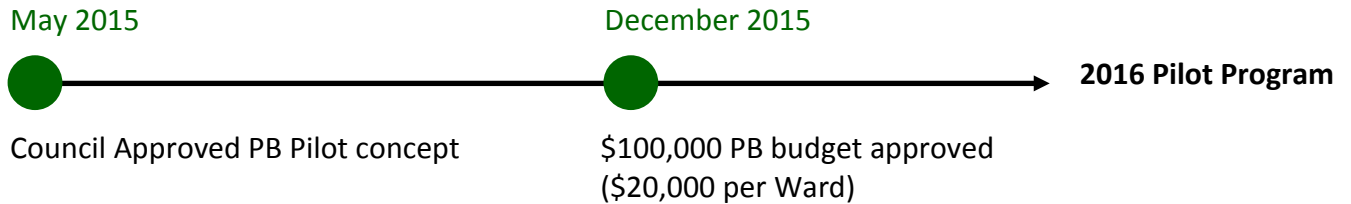
City Staff will begin all projects within 12 months of Council Approval and complete them within 18 months of Council Approval. City Staff will monitor and report on projects.

Stage 10 | Evaluate the PB 2016 Pilot

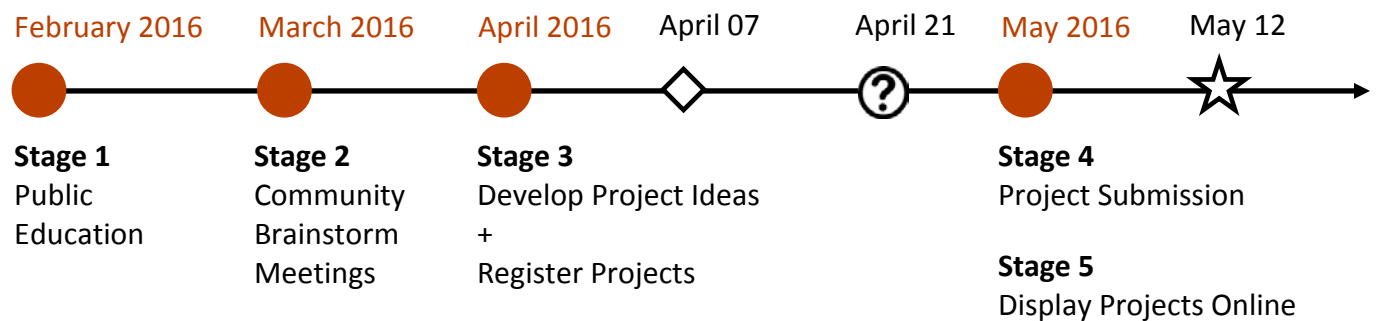
City Staff will coordinate a PB evaluation meeting for Community Members, Project Leaders, and City Councillors. The findings will be documented in a report to Council. It will measure the PB 2016 Pilot against the 5 Goals of PB and highlight recommendations for a future PB program.

Pilot Timeline

Completed Work

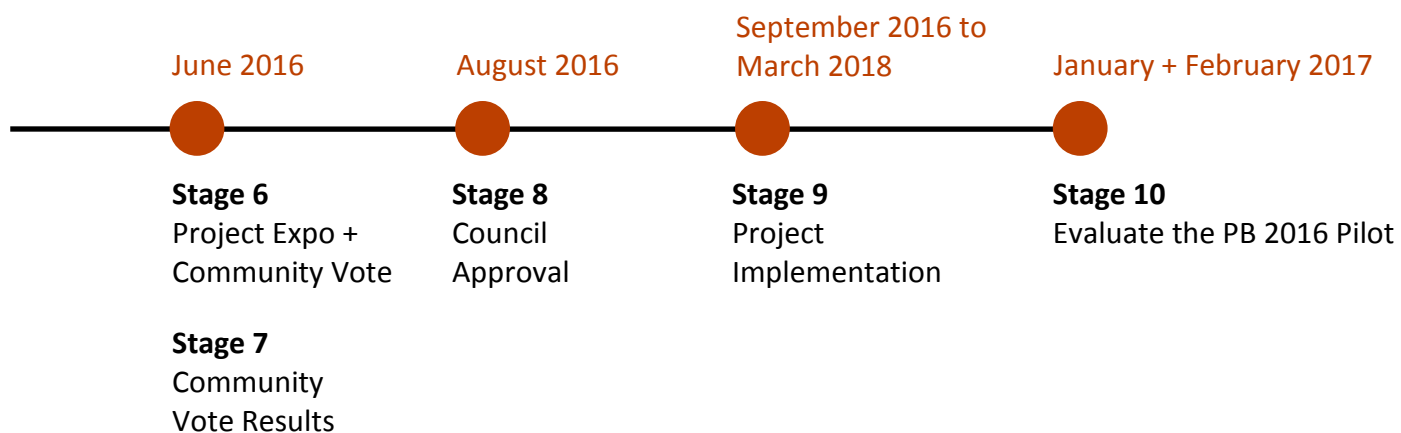


2016 Pilot Program



Key Dates

- ◇ Project Registration Deadline: April 07, 2016
- ⓪ Project Questions Deadline: April 21, 2016
- ★ Project Submission Deadline: May 12, 2016



Eligible Projects

A Community Improvement projects must:

- Acquire, develop, maintain or improve infrastructure or assets owned or leased by the City
- Comply with applicable legislative standards
- Comply with City plans, policies, and by-laws
- Not delay, cancel or supersede the Council approved Capital Program
- Create only minimal future financial impacts on the Operating Budget
- Begin construction within twelve (12) months and be completed within eighteen (18) months after Council approval.

Sample eligible projects

The following projects and project costs are intended to be samples only. Cost estimates may vary. Project Leaders must have all projects estimated by City Staff as part of Stage 3, Develop Project Ideas and Register Projects.

a. **New Water Wheelchair** for the Peterborough Sport and Wellness Centre

Cost = \$3,000 equipment + \$315.00 shipping
= \$3,315.00

b. **New video magnifier** for the Council Chambers

Cost = \$3,400 equipment + \$40.00 shipping
= \$3,440.00

c. **New walkway and picnic area:** 50m long x 1.5m wide concrete walkway + 16m x 8m concrete pad at King Edward Park

Cost = \$12,500 (includes material and labour)

Sample eligible projects (continued)

- d. **New park bench and tree:** 1.8m wide coated steel bench on 3.0m x 1.1m concrete pad
Cost = \$3,000 (includes material and labour)
- e. **New playground element:** one basic climbing structure added to an existing play structure
Cost = \$5,000 (includes material and labour)
- f. **New adult fitness station:** one adult fitness station on a concrete pad installed along an exiting multi-use trail
Cost = \$2,000 (includes material and labour)
- g. **New information signage:** one metal trail information sign mounted on a 6x6 wood post
Cost = \$500 (includes design, material and labour)
- h. **New community garden:** community garden with 8 ground level garden beds, 2 raised accessible garden beds, four compost bins, one bench, one sign, and water service
Cost = \$20,000 (includes design, material and labour)



Walker Park features a Cozy Cocoon play element designed specifically for children with autism spectrum disorder.

Cost = \$5,000 (includes supply of material and installation labour)

Definitions and Roles

PB is Participatory Budgeting.

Community Member is a resident, age 16 and up, who can participate in the PB 2016 Pilot, even if they only come to one meeting or only vote.

Meeting Facilitator is a person who helps Community Members participate effectively in a Community Brainstorm Meeting. They are neutral parties that do not advocate for particular projects.

Project Leader is a volunteer, age 16 and up, who represents Community Members on a PB project idea in the Ward they live in.

Councillor is a member of Council elected to represent a Ward.

City Staff are employees of the City of Peterborough.

Do's and Don'ts

- **Do** encourage people to vote
- **Do** provide information about the vote dates, locations, voter eligibility and the types of projects on the ballot, in outreach materials and when talking about your projects
- **Do** use flyers, email, social media, videos, door knocking, phone calls, or any other methods to spread the word about PB and projects on the ballot
- **Do** contact your Councillor if you want further guidance

- **Don't** discourage people from voting for certain projects
- **Don't** aggressively pressure people to vote for certain projects
- **Don't** spend hundreds of dollars on materials promoting only one project
- **Don't** forget to tell all your friends, family, and neighbours about PB!



My Peterborough

Participatory Budgeting [2016 Pilot]

Project Registration Form

A. Project Identification

Project Title	
Project Ward	(select Ward from menu)
Location Details	

B. Project Leader Contact Information

Name	
Email	
Phone Number	

C. Provide a Short Description of the Project (maximum 25 words per section)

What is proposed?	
How does it improve the community?	

D. Instructions

1. Register Your Project	Submit this form to the Councillors representing your Ward
2. Registration Deadline	Before 3:00 p.m. on April 07, 2016
3. Confirm Registration	Registered projects appear at www.peterborough.ca/MyPTBO
4. Develop the Project	Refer to the PB 2016 Pilot Guide Book

Ward 1: Otonabee

Leslie Parnell lparnell@peterborough.ca
Dan McWilliams dmcwilliams@peterborough.ca

Ward 2: Monaghan

Henry Clark hclarke@peterborough.ca
Don Vassiliadis dvassiliadis@peterborough.ca

Ward 3: Town

Dean Pappas dpappas@peterborough.ca
Diane Therrien dtherrien@peterborough.ca

Ward 4: Ashburnham

Keith Riel kriel@peterborough.ca
Gary Baldwin gbaldwin@peterborough.ca

Ward 5: Northcrest

Andrew Beamer abeamer@peterborough.ca
Dave Haacke dhaacke@peterborough.ca



My Peterborough

Participatory Budgeting [2016 Pilot]

Project Submission Form

A. Project Identification

Project Title		
Project Number	2016-W	(Insert registration #: 2016-Wx-xxx)
Location Details		

B. Project Leader Contact Information

Name	
Email	
Phone Number	

C. Provide a Description of the Project

What exists now?	
What is proposed?	
How does it improve the community?	

D. Project Details

Cost Estimate	\$	(insert Cost prepared by City Staff)
Min. 1 photo attached		(insert Yes or No)
Reviewed by City Staff		(insert Yes or No)

Notes: Projects not reviewed by City Staff may be disqualified if they don't comply with City plans, policies, by-laws and accessibility requirements. Cost must not exceed \$20,000.

E. Instructions

1. Register Project	Register a project with your Ward Councillors by April 07, 2016
2. Ask Questions	Seek feedback from City Staff by April 21, 2016
3. Submit a Project Proposal	Submit this completed form along with supporting documents to the City of Peterborough, Corporate Services, 500 George Street N, or MyPTBO@peterborough.ca
4. Submission Deadline	Before 3:00 p.m. on May 12, 2016

Resources

Background on PB

- [My Peterborough Participatory Budgeting 2016 Pilot](http://www.peterborough.ca/MyPTBO)
(www.peterborough.ca/MyPTBO)
- [The Participatory Budgeting Project, not-for-profit organization](http://www.participatorybudgeting.org)
(www.participatorybudgeting.org)

Municipal Plans, Policies and By-Laws

- [The Official Plan of the City of Peterborough](http://www.peterborough.ca/officialplan)
(www.peterborough.ca/officialplan)
- [City of Peterborough Zoning By-Law](http://www.peterborough.ca/zoningbylaw)
(www.peterborough.ca/zoningbylaw)
- [Policies and procedures commonly requested](http://www.peterborough.ca/City_Hall/Corporate_Policy)
(www.peterborough.ca/City_Hall/Corporate_Policy)

Tools

- [E-Maps Peterborough](http://maps.peterborough.ca/emaps)
(maps.peterborough.ca/emaps)
- [Guide to the Accessibility Standards for the Design of Public Spaces](http://www.peterborough.ca/Living/Accessibility_News/Resource_Links)
(www.peterborough.ca/Living/Accessibility_News/Resource_Links)
- [Ontario Building Code](http://www.ontario.ca/laws/regulation/120332)
(www.ontario.ca/laws/regulation/120332)
- [Urban Street Design Guide](http://www.nacto.org/publication/urban-street-design-guide)
(www.nacto.org/publication/urban-street-design-guide)



My Peterborough – Participatory Budgeting Councillors' Handbook

Introduction

This handbook has been prepared as a resource for Members of Council to assist in the coordination of the 2016 Pilot Participatory Budgeting Project “My Peterborough”. The participatory budgeting (PB) process is flexible and each Ward may select a different consultation process at the discretion of the Ward Councillors.

Group Facilitation

An effective PB process relies heavily on effective community consultation and group facilitation. Councillors may facilitate the community consultation themselves, or decide to engage a facilitator. When hiring a consultant to facilitate, it is recommended that Councillors be clear on expectations and scope of work. This handbook may provide assistance in establishing “who does what”.

Many Councillors have established working relationships with local facilitators. Additionally, the United Way of Peterborough provides group facilitation services: contact Lisa Smith at lsmith@uwpeterborough.ca.

Community Brainstorming Meetings

City Councillors will collect and document the ideas in a way that allows all participants to be aware of all the ideas. The meeting will wrap up by selecting one Project Leader to represent each potential PB project.

Book the Community Brainstorming Meeting(s)

- Book the venue (list of accessible venues attached)
- Promote the meeting – ads, media release, posters, social media, community groups etc.
- Decide on meeting format – consider who will facilitate, take notes and record outcomes.

Consider accessibility

- Book an accessible venue - barrier free with accessible washrooms
- Enough space for participants who use mobility devices to maneuver freely.
- Ensure adequate lighting with minimal-to-no glare.
- When possible use a sound system to assist people with hearing disabilities
- Use language that is acceptable to persons with disabilities

- Provide Accessible Customer Service – ask “How can I help you?”

Accessible Venues:

- | | |
|---|--|
| <ul style="list-style-type: none"> • Evinrude Centre • Peterborough Sport & Wellness Centre • Roger Neilson Public School • St. Giles Presbyterian Church • St. Catherine Catholic Elementary School • St. Teresa Catholic Elementary School • Mapleridge Recreation Centre • Fire Station #3 • St. Paul's Presbyterian Church • Peterborough Square • Peterborough Public Library | <ul style="list-style-type: none"> • Living Hope Church • Otonabee Valley Public School • Thomas A. Stewart Secondary School • Lions Community Centre • Edmison Heights Public School • RF Downey Public School • Queen Alexandra Building (A. Haven) • Northview Community Church • Trent U – Blackburn Hall • Peterborough Museum & Archives • Queen Alex (Activity Haven) • Lansdowne Place |
|---|--|

The Process

Phase 1 – Brainstorming

Brainstorming Rules of Engagement:

- Let ideas flow freely – quantity not quality
- No evaluating ideas until later
- Build on the ideas of others
- Be humorous and creative
- There are no bad ideas
- No debating
- Everyone participates
- Think in new ways; break out of old pattern
- Keep discussion moving; avoid back stories
- Hitch-hiking and building (combination and improvement) on ideas are encouraged
- Look at what everyone else looks at but see what no one else sees

Phase 2 – Expanding on top priorities

Through a process of review, discussion and/or a facilitated process such as a “dotmatracy”, identify project ideas that are garnering significant community support.

Since community engagement is a valuable component to PB, it important that all ideas be given fair consideration. Projects that receive the most support will be selected and expanded on. Other ideas will be recorded and may be given consideration in future projects.

Phase 3 – Identify Project Leaders and, if appropriate, working groups

Project Leaders are identified to expand on the project concept, research requirements, register the project and work through costing and feasibility in consultation with City staff. This is a significant amount of work. Leaders may choose to form working groups at their discretion. Additional meetings / working sessions may be required.

Develop the PB Ideas and Register Projects

This stage of the PB process provides opportunity for Ward Councillors to support and influence projects for the betterment of their Ward.

Support

- Support the development of ideas in your ward by engaging in conversation, being available to answer questions, connecting individuals with similar ideas. Be as inclusive as possible.
- Consider additional consultations as required to develop ideas. Encourage Project Leaders to register ideas to access staff information on costing and feasibility.

Register

- Review all registered projects to ensure they are in line with the Ward's priorities for community betterment. Consult with Project Leaders as required.
- Approve registration of projects to proceed with development in consultation with City staff.

Project Submission – Project display

- Encourage Project Leaders to finalize idea submissions by the deadline.
- Build community engagement by continuously promoting the My Peterborough pilot project.
- Encourage residents to check out submissions online at www.peterborough.ca/MyPTBO

Project Expo (optional) and Community Vote

Optional Project Expo

- Decide if you would like an Expo
- Book the venue (list of accessible venues attached)
- Promote the Expo – ads, media release, posters, social media, community groups etc.
- Facilitate meeting and Community Vote

Community Vote

- Coordinate a voting session for each Ward. The voting process must be democratic and accessible. It may be a ballot placed in a box, an online system or a combination of both.
- All residents, age 16 and up, can vote for one project in their Ward. The PB 2016 Pilot will rely on the honour system and not require Community Members to provide identification.
- Wards may implement more than one project with their \$20,000 funding, depending on the cost to implement each project. Councillors will decide how to resolve project selection or project funding issues and ties in the voting process.

Report on Community Vote

Notify staff of the outcome of vote and continue community engagement on process.

Council Approval

City Staff will prepare a report to Council to recommend the PB projects for implementation. The report will highlight project details and budget implications for each project. City Council will determine which projects receive final approval.

Project Implementation

- Provide updates to the community on the implementation plan.
- Consider coordinating an informal community celebration at project completion

Evaluate the PB 2016 Pilot

Councillors will be invited to participate in the evaluation of the My Peterborough PB 2016 Pilot. The findings will be documented in a report to Council measuring the PB 2016 Pilot against the 5 Goals of PB and highlight recommendations for a future PB program.

My Peterborough Quick Contact List

PB Support Area	Contact Name	Email	Phone
My Peterborough Staff Lead	Richard Freymond	rfreymond@Peterborough.ca	Ext. 1862
Project Feasibility/Costing	Bill McDougall	bmcdougall@peterborough.ca	Ext. 1660
Project Feasibility/Costing	Erica Arkell	earkell@peterborough.ca	Ext. 1628
Project Feasibility/Costing	Mark Buffone	mbuffone@peterborough.ca	Ext. 1630
Communication	Sharron Hayton	shayton@peterborough.ca	Ext. 1868
Accessibility	Mark Buffone	mbuffone@peterborough.ca	Ext. 1630