



**Committee of the Whole Minutes  
City of Peterborough  
September 26, 2016  
Draft Minutes Not Approved**

**Minutes of the Committee of the Whole Meeting held on September 26, 2016, in the Doris Room and Council Chambers, City Hall.**

The meeting of Committee of the Whole was called to order at 6:15 p.m. in the Doris Room, City Hall.

**Roll Call:**

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

**Regrets:**

Councillor Parnell

Moved by Councillor Clarke

**That Committee move into Closed Session to discuss one item under Section 239(2)(c) A proposed or pending acquisition or disposition of land by the municipality or local board and one item under Section 239(2)(b) Personal matters about an identifiable individual, including municipal or local board employees.**

“CARRIED”

Committee moved out of Closed Session from the Doris Room at 6:23 p.m.

Committee reconvened in Open Session in the Council Chambers at 6:30 p.m.

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 2**

**Report of Closed Session**  
**Director of Planning and Development Services**  
**Report PLPD16-067**  
**Partial Purchase of Property at 1268 Parkhill Road West**

Moved by Councillor Vassiliadis

**That Council approve the recommendation outlined in Report PLPD16-067 dated September 26, 2016, of the Director of Planning and Development Services as follows:**

**That a by-law be passed to authorize the purchase of part of the property at 1268 Parkhill Road West for \$38,500, plus land transfer tax of \$193 and \$10,000 for legal and appraisal fees incurred in connection with this transaction for a total purchase cost of \$48,693.**

**"CARRIED"**

**Report of Closed Session**  
**City Clerk**  
**Report CPCLK16-014**  
**Citizen Appointments to the Cenotaph Advisory Committee**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report CPCLK16-014, dated September 26, 2016, of the City Clerk, as follows:**

- a) That Pierre Brunet be appointed to the Cenotaph Advisory Committee as the 428 (Peterborough) Wing representative; and**
- b) That Bill Preston be appointed to the Cenotaph Advisory Committee as the Peterborough Naval Association representative.**

**"CARRIED"**

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 3**

**Confirmation of Minutes – August 29 and meetings of September 6, 2016**

Moved by Councillor Clarke

**That the minutes of the meetings of Committee of the Whole held on August 29, 2016, September 6, 2016 and September 6, 2016 (special) be approved.**

“CARRIED”

**Disclosures of Pecuniary Interest**

Councillor Pappas declared an interest in Report PLPD16-070, as his mother-in-law is a resident of the building.

Councillor Haacke declared an interest in Report PLPD16-058, as the business owner is a friend.

Councillor McWilliams declared an interest in Report PLPD16-074, as Noblegen Inc. is a tenant at a property he owns.

Mayor Bennett declared an interest in Reports USTR16-009 and USTR16-010 as he has an interest in a transportation company.

**Consent Agenda**

Moved by Councillor Pappas

**That items 8, 13, 14, 15, 17, 19, 20 and 23 be approved as part of the consent agenda.**

“CARRIED”

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 4**

**Director of Utility Services**  
**Report USEC16-021**  
**Asset Management Policy**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report USEC16-021 dated September 26, 2016, of the Director of Utility Services, as follows:**

**That the Asset Management Policy, as set out in Appendix A to Report USEC16-021 be approved.**

**“CARRIED”**

**Director of Corporate Services**  
**Report CPPS16-028**  
**Award of RFP P-27-16 for the Preventive Maintenance of Sprinkler and Standpipe Systems at Various City of Peterborough Facilities**

Moved by Councillor Pappas

**That Council approve the recommendations outlined in Report CPPS16-028, dated September 26, 2016 of the Director of Corporate Services, as follows:**

**That RFP P-27-16 for the Preventive Maintenance of Sprinkler and Standpipe Systems at Various City of Peterborough Facilities for the five year period January 1, 2017 to December 31, 2021, with a potential five year extension, for the following sites be awarded as follows: City Hall, Evinrude Centre, Kinsmen Arena, Market Hall, Material Recycling Centre, Memorial Centre, Peterborough Police Station, Peterborough Sport & Wellness Centre, Bus Terminal and Transit Garage to Troy Life & Fire Safety Ltd., 555 Wentworth Street East, Unit 7, Oshawa, Ontario, L1H 3V8 at a five year cost of \$109,703.35 plus HST of \$14,261.44 for a total cost of \$123,964.79. That authority be delegated to the Director of Corporate Services to add the Preventive Maintenance of Sprinkler and Standpipe Systems for additional City locations not included in the RFP to this Agreement as required.**

**“CARRIED”**

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 5**

**Director of Corporate Services**

**Report CPPS16-031**

**Increase of Contract Amount Awarded to Heritage Restoration Inc. for the Simcoe Street Parking Garage Rehabilitation**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report CPPS16-031, dated September 26, 2016 of the Director of Corporate Services, as follows:**

**That the contract for T-27-15 with Heritage Restoration Inc., 60 Venture Drive, Unit 15 and 16, Toronto, Ontario, M1B 3S4, for the Simcoe Street Parking Garage Rehabilitation be increased by \$177,775 from \$752,235 to \$930,010 plus HST of \$120,901.30 for a total cost of \$1,050,911.30.**

**"CARRIED"**

**Director of Utility Services**

**Report USTR16-007B**

**Prince Street Traffic Calming Study Resubmission**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report USTR16-007B dated September 26, 2016, of the Director of Utility Services, as follows:**

**That traffic calming measures not be implemented on Prince Street.**

**"CARRIED"**

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 6**

**Director, Planning and Development Services**  
**Report PLGMD16-001**  
**GIS Open Data Policy**

Moved by Councillor Pappas

**That Council approve the recommendations outlined in Report PLPD16-001 dated September 26, 2016, of the Director, Planning and Development Services Department as follows:**

- a) That the existing “Policy for the Release of Mapping Products” be rescinded and that the Geomatics/Mapping Division implement a new GIS Open Data Policy as presented in Report PLGMD16-001, Appendix D; and**
- b) That the existing “User Fees and Charges - 2016, Operating Supplement Form 6” as presented in the 2016 Operating Budget be rescinded and replaced with a new Schedule of Fees attached to Report PLGMD16-001 as Appendix F.**

“CARRIED”

**Director, Planning and Development Services**  
**Report PLPD16-071**  
**Award of RFP P-32-16 for Trent Research and Innovation Park Master Plan and Phase 1 Detailed Engineering Design**

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report PLPD16-071 dated September 26, 2016, of the Director of Planning and Development Services, as follows:**

**That RFP document P-32-16 for the Trent Research and Innovation Park Master Plan and Phase 1 Detailed Engineering Design be awarded to Brook McIlroy Inc., 161 Spadina Ave 2<sup>nd</sup> Floor, Toronto, ON M5V2L6, at a total cost of \$260,570 plus \$33,874 of HST for a total of \$294,444 including tax.**

“CARRIED”

**Committee of the Whole Minutes  
Meeting of September 26, 2016  
Page 7**

**Director, Planning and Development Services  
Report PLPD16-072  
Peterborough Housing Corporation (PHC) Shareholder Direction and  
Capital Reserve Transfer**

Moved by Councillor Pappas

**That Council approve the recommendations outlined in Report PLPD16-072 dated September 26, 2016, of the Director, Planning and Development Services, as follows:**

- a) That staff be authorized to make the minor amendments to the Peterborough Housing Corporation (PHC) Shareholder Direction as outlined in Report PLPD16-072 to improve business relationship clarity with the Service Manager and Shareholder and empower PHC to manage its business affairs on behalf of the Shareholder, in the public interest.**
- b) That a by-law be passed to authorize the Mayor and Clerk to execute the amended Shareholder Direction.**
- c) That the PHC Capital Reserve fund currently being held by the City of Peterborough be transferred directly to PHC for management oversight in keeping with the business practices for all other Housing Providers under the City's administrative responsibility as Service Manager.**

**"CARRIED"**

**Director of Planning and Development Services  
Report PLHD16-009  
Amendment to 400 Wolfe Street Affordable Housing Project Facility  
Agreements**

Move by Councillor Pappas

**That Council approve the recommendations outlined in Report PLHD16-009 dated September 26, 2016, of the Director of Planning and Development Services, as follows:**

- a) That the Affordable Housing Project Facility Agreements, dated February 24, 2014 and September 22, 2014, between the Corporation of the City of Peterborough and Knox Residence Inc. be amended to recognize an addition of one (1) unit at Knox Residences, 400 Wolfe Street as affordable units, changing the total unit count from 41 to 42;**

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 8**

- b) That based on the original approvals in the Report PLHD14-003 dated February 18, 2014, the municipal incentives, excluding municipal, provincial or federal capital funding, be applied to the one additional unit; and
- c) That the Mayor and Clerk be authorized to execute an amendment to the Affordable Housing Project Facility Agreements dated February 24, 2014 and September 22, 2014 to reflect 42 units instead of 41.

“CARRIED”

**Director of Utility Services**  
**Report USTR16-010**  
**Establishing a Budget for the Purchase of Replacement Handi-Vans**

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

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report USTR16-010 dated September 26, 2016, of the Director of Utility Services, as follows:**

**That \$500,000 in 2017 Capital funding be pre-approved to allow for the purchase of 5 replacement Handi-vans as part of the vehicle replacement program.**

“CARRIED”



**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 9**

**Director, Planning and Development Services**  
**Report PLPD16-070**  
**Use of East Half of Bonnerworth Park Parking Lot by Peterborough Housing Corporation**

Due to his previously declared interest, Councillor Pappas did not discuss or vote on this item.

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report PLPD16-070 dated September 26, 2016, of the Director, Planning and Development Services, as follows:**

- a) That the continued use of a portion of the Bonnerworth Park Parking Lot for access and parking purposes to support Peterborough Housing Corporation's redevelopment of the former McRae property of Fleming College, be approved.**
- b) That a by-law be passed to authorize the Mayor and Clerk to enter into a license agreement to give effect to recommendation a).**

"CARRIED"

**Director of Community Services**  
**Report CSD16-025**  
**Future of 359 Aylmer Street North and Increase in Library Renovation and Expansion Budget**

Mr. Daniel O'Brien provided a presentation on the proposed design for the property adjacent to the library on Aylmer Street.

Moved by Councillor Riel

**That Council approve the recommendations outlined in Report CSD16-025 dated September 26, 2016, of the Director of Community Services, as follows:**

- a) That a presentation by Daniel O'Brien, Landscape Architect on the concept design be received;**
- b) That the design for 359 Aylmer Street North, as presented, be approved;**
- c) That staff proceed with the demolition of the building at 359 Aylmer Street North using funds from the General Property Reserve; and**

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 10**

- d) **That the pre-committed 2017 Capital Project for the Library Renovation and Expansion be increased by \$525,000 for the construction of the plaza and landscape upgrades to the adjacent property 247-251 Simcoe Street.**

Moved by Councillor Pappas

That item d) be referred to the 2017 Budget Process.

“MOTION LOST”

Upon the main motion of Councillor Riel, the motion carried.

**Director of Community Services**  
**Report CSRS16-008**  
**Maple Leaf Baseball League Proposal**

Moved by Councillor Pappas

**That Council approve the recommendations outlined in Report CSRS16-008 dated September 26, 2016, of the Director of Community Services, as follows:**

- a) **That Report CSRS16-008 be received for information;**
- b) **That the current partnership proposal from Laker Baseball Properties to establish a Maple Leaf Baseball League team in Peterborough be rejected; and**
- c) **That staff invite the proponent to attend a future Committee of the Whole meeting to provide a presentation.**

“CARRIED”

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 11**

**Director of Corporate Services**  
**Report CP16-001**  
**Status Report on the 2012 to 2016 Accessibility Plan**

Moved by Councillor Baldwin

**That Council approve the recommendation outlined in Report CP16-001 dated September 26, 2016, of the Director of Corporate Services, as follows:**

**That the Status Report regarding the City's 2012 to 2016 Accessibility Plan, as set out in Appendix A to Report CP16-001, be approved.**

"CARRIED"

**Director of Planning and Development Services**  
**Report PLHD16-008**  
**Housing is Fundamental 2016**

Moved by Councillor Therrien

**That Council approve the recommendation outlined in Report PLHD16-008 dated September 26, 2016, of the Director of Planning and Development Services, as follows:**

**That the 2016 edition of the Affordable Housing Action Committee's *Housing is Fundamental* publication be received for information.**

"CARRIED"

Councillor Baldwin left the meeting at 7:20 p.m. and returned at 7:22 p.m.

**Director of Utility Services**  
**Report USTR16-009**  
**Review of Handi-Van Service**

Due to his previously declared interest, the Mayor did not discuss or vote on this item.

**Committee of the Whole Minutes**  
**Meeting of September 26, 2016**  
**Page 12**

Moved by Councillor Vassiliadis

**That Council approve the recommendations outlined in Report USTR16-009 dated September 26, 2016, of the Director of Utility Services, as follows:**

- a) That the following administrative recommendations be approved, as follows;**
  - i. That one new part time Handi-van reservationist position be included in the 2017 budget, at an estimated cost of \$34,900 including salary and benefits to provide additional customer service support to the Handi-van reservation program;**
  - ii. That an education campaign be undertaken with Handi-van users regarding the late cancellation / no show policy prior;**
  - iii. That effective January 1, 2017 the late cancellation/ no show policy for Handi-van users who do not call ahead to cancel their appointments or fail to show up for reserved trips be reinstated; and**
  - iv. That staff investigate options to allow online Handi-van trip requests to be made either through email, on the transit website, or through a new online application within the current reservation system.**
- b) That the following recommendations to pilot a new Community Bus service in 2017 be approved:**
  - i. That \$175,000 in 2017 capital funding be pre-approved to allow for the purchase of 1 new low floor specialized transit vehicle to implement Phase 1 of the Community Bus Service;**
  - ii. That funding be included in the 2017 operating budget to pilot a new Community Bus service featuring one route operating Monday to Sunday between 9:20 am and 5:20 pm, including Statutory holidays, at an estimated net cost of \$86,400 in 2017 (\$210,700 annually), with implementation to commence in August 2017 subject to confirmation of vehicle delivery schedules; and**
  - iii. That Transit staff hold a public meeting to consult with riders to finalize the route and schedule for the pilot Community Bus Route, prior to implementation in the summer of 2017.**
- c) That funding be included in the 2017 operating budget to continue and expand the operation of Van 8 to provide additional Handi-van service Monday to Friday between 8:00 am and 4:00 pm at an estimated net cost of \$162,000.**

“CARRIED”

**Committee of the Whole Minutes  
Meeting of September 26, 2016  
Page 13**

**Mayor Daryl Bennett**

**Report COU16-002**

**By-laws and Policies related to Business Improvement Areas in the City of Peterborough**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report COU16-002, dated September 26, 2016, as follows:**

- a) That staff provide a report with recommendations on updating bylaws and policies to govern the role of Business Improvement Areas as local boards of the municipality dedicated to the beautification and promotion of their respective business districts;**
- b) That staff review all aspects, including the geographic territory, of the Downtown Business Improvement Area.**
- c) That staff report back to City Council by the end of the first quarter of 2017.**

**“CARRIED”**

**Director of Corporate Services**

**Report CPPS16-025**

**Award of RFP P-24-16 for the Preventive Maintenance of Self-Contained Emergency Lighting Systems and Exit Signs at Various City of Peterborough Facilities**

Moved by Councillor McWilliams

**That Council approve the recommendations outlined in Report CPPS16-025, dated September 26, 2016 of the Director of Corporate Services, as follows:**

- a) That RFP P-24-16 for the Preventive Maintenance of Self-Contained Emergency Lighting Systems and Exit Signs at Various City of Peterborough Facilities for the five year period January 1, 2017 to December 31, 2021, with a potential five year extension, for the following sites be awarded as follows:**

**Airport Maintenance Building, Airport Restaurant, Airport Terminal, Art Gallery Peterborough, Bi-Centennial Building, Bowers Park Maintenance Building, Bowers Park Washroom and Changeroom, City Hall, Del Crary Park Marina, Delafosse Public Library, Evinrude Centre, Fire Station #1, Fire**

**Committee of the Whole Minutes  
Meeting of September 26, 2016  
Page 14**

**Station #2, Fire Station #3, Fire Station #3 Fleming Building, GPAEDC, King Edwards Park Washroom, King Street Garage, Kinsmen Arena, Market Hall, Material Recycling Centre, Memorial Centre, Millennium Park Boathouse, Morrow Building, Northcrest Arena, Otonabee Trail Washroom, Peterborough Daycare, Peterborough Landfill-North Fill Area-Scalehouse, Peterborough Landfill-South Fill-Pump House, Peterborough Museum & Archives, Peterborough Police Station, Peterborough Sport & Wellness Centre, Provincial Court House, Public Works, Queen Alexandra Community Centre, 610 Parkhill Road, Rogers Cove Washroom and Changeroom, Simcoe Street Parking Garage, Bus Terminal and Transit Garage to Barry Electrical Contractors Inc., 1003 Monaghan Road, Peterborough, Ontario, K9J 5K8 at a five year cost of \$636,504 plus HST of \$82,745.52 for a total cost of \$719,249.52.**

- b) **That authority be delegated to the Director of Corporate Services to add the Preventive Maintenance of Self-Contained Emergency Lighting Systems and Exit Signs for additional City locations not included in the RFP to this Agreement as required.**

**“CARRIED”**

**Director of Planning and Development Services  
Report PLPD16-058  
Peterborough Airport PCB Investigation Work Plan:  
Budget and Engineering Fee Increase for Phase 1 and  
New Budget for Phase 2**

Due to his previously declared interest, Councillor Haacke did not discuss or vote on this item.

Moved by Mayor Bennett

**That Council approve the recommendations outlined in Report PLPD16-058 dated September 26, 2016, of the Director, Planning and Development Services, as follows:**

- a) **That the Phase 1 PCB Sampling and Landfill Delineation budget at the Peterborough Airport be increased by \$25,000 from \$100,000 to \$125,000 and that the \$25,000 be transferred from the Capital Levy Reserve;**
- b) **That the contract for consulting services with Cambium Inc., 52 Hunter Street East, Peterborough, Ontario K9H 1G5, be increased from \$100,000.00 to**

**Committee of the Whole Minutes  
Meeting of September 26, 2016  
Page 15**

**\$125,000.00 to cover additional fees and expenses related to sampling, chemical analyses and project management for the Peterborough Airport PCB Investigation Work Plan, Phase 1;**

- c) That a new \$225,000.00 capital budget be established and funded from the Capital Levy Reserve Fund for the Peterborough Airport PCB Sampling Program Phase 2;**
- d) That consulting services for Peterborough Airport PCB Sampling Program Phase 2 be awarded to Cambium Inc., 52 Hunter Street East, Peterborough, Ontario K9H 1G5 at a cost of \$202,200.00 plus \$26,286.00 HST for a total cost of \$228,486.00.**

**“CARRIED”**

**Director, Planning and Development Services  
Report PLPD16-073  
Airport Road: Land Exchange with County of Peterborough**

Moved by Councillor McWilliams

**That Council approve the recommendations outlined in Report PLPD16-073 dated September 26, 2016, of the Director, Planning and Development Services, as follows:**

- a) That the lands required by the County of Peterborough to implement the realignment of Airport Road be declared surplus to the requirements of the City and be conveyed to the County of Peterborough, at no cost, for the purposes of constructing a public street.**
- b) That the City accept, at no cost, the sections of the existing Airport Road that the County will stop up and close.**
- c) That a by-law be passed to authorize the required conveyances and authorize the Mayor and Clerk to execute any agreement that may be required to give effect to the land exchange and the County’s need to commence construction expeditiously.**

**“CARRIED”**

**Committee of the Whole Minutes  
Meeting of September 26, 2016  
Page 16**

**Director of Planning and Development Services**

**Report PLPD16-074**

**Authorization to Sign a Memorandum of Understanding (MOU) with Trent University and NobleGen Inc.**

Due to his previously declared interest Councillor McWilliams did not discuss or vote on this item.

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report PLPD16-074 dated September 26, 2016, of the Director, Planning and Development Services, as follows:**

**That the Chief Administrative Officer be authorized to sign, on behalf of the City of Peterborough, a MOU between the City, Trent University and NobleGen Inc. to affirm the development intentions of the parties and the construction time lines.**

“CARRIED”

**Director of Utility Services**

**Report USDIR16-011**

**Parkway Corridor Minister's Order**

Moved by Councillor Haacke

**That Council approve the recommendation outlined in Report USDIR16-011 dated September 26, 2016, of the Director of Utility Services, as follows:**

**That staff report back to Council on the implications of the Minister's Order including all options available for Council to move forward with Transportation improvements in the City.**

“CARRIED”

**Other Business**

Moved by Councillor Pappas

**That staff prepare a report on the fire/medic pilot projects currently underway in other Ontario municipalities.**

“CARRIED”



**Committee of the Whole Minutes  
Meeting of September 26, 2016  
Page 17**

Moved by Mayor Bennett

**That staff prepare a report on a corporate wide Open Data Policy.**

"CARRIED"

**Adjournment**

Moved by Mayor Bennett

**That this meeting of Committee of the Whole adjourn at 8:20 pm.**

"CARRIED"

Natalie Garnett  
Deputy City Clerk

Councillor Beamer  
Chair