



**Committee of the Whole Minutes  
City of Peterborough  
May 11, 2015  
Draft Minutes Not Approved**

**Minutes of the Committee of the Whole Meeting held on May 11, 2015, in the Council Chambers, City Hall.**

The meeting of Committee of the Whole was called to order at 6:30 p.m. in the Council Chambers.

**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

**Confirmation of Minutes – April 20, 27 and May 2, 2015**

Moved by Mayor Bennett

**That the minutes of the meetings of Committee of the Whole held on April 20, 27 and May 2, 2015 be approved.**

“CARRIED”

**Disclosure of Pecuniary Interest**

Councillor Haacke declared an interest in agenda item 14, Report CSD15-007, Community Investment Grants as his daughter is employed by one of the groups receiving funding.

**Consent Agenda**

Moved by Councillor Clarke

**That items 5, 8, 10, 11, 12, 15, 16, 17, 18, 19 and 21**

“CARRIED”

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**Director of Corporate Services**  
**Director of Community Services**  
**Report CPFS15-014**  
**Trent Sport Field Development**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report CPFS15-014 dated May 11, 2015, of the Directors of Corporate and Community Services, as follows:**

- a) That the design and partnership for the new sport field project at Trent University be approved;**
- b) That the construction budget for the new sport fields be increased from \$1.1 million to \$1,716,000.**
- c) That additional funds in the amount of \$616,000 for this project be financed by:**
  - i. A transfer of \$256,000 of capital levy from the uncommitted balance of the 2011 Soccer Complex budget (Project #6-8.01);**
  - ii. An increase of \$360,000 from \$630,000 to \$990,000 debenture requirement for the project;**
- d) That the Mayor and Clerk be authorized to enter into:**
  - i) A partnership agreement and a land-lease agreement with Trent University, and**
  - ii) A contribution agreement with the Peterborough Baseball Association and Peterborough Recreational Baseball Association for their \$150,000 commitment to the project.**

**"CARRIED"**

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**Director of Corporate Services**  
**Report CPFS15-011**  
**City/Cavan Monaghan – Contract Police Service Agreement**

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report CPFS15-011, dated May 11, 2015, of the Director of Corporate Services as follows:**

**That a by-law be passed authorizing the City to enter into an agreement, as set out in Appendix A to Report CPFS15-011, with Cavan Monaghan Township and the Peterborough Police Services Board, to provide Contract Police Services to the Township for a five year period September 1, 2015 to August 31, 2020.**

**“CARRIED”**

**Director of Corporate Services**  
**Report CPFS15-012**  
**Contract Extension for Insurance Broker Services**

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report CPFS15-012 dated May 11, 2015, of the Director of Corporate Services as follows:**

**That the agreement with BFL CANADA Risk and Insurance Services Inc., 181 University Avenue, Toronto, Ontario, M5H 3M7, for Insurance Broker services, be extended for the four year period October 1, 2015 to September 30, 2019 at a cost of \$206,250 plus PST of \$16,500 for a total of \$221,750.**

**“CARRIED”**

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**Director of Corporate Services**

**Report CPFS15-013**

**Development Charge Reserve Funds 2014 Annual Report – City and Peterborough Utilities Commission**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in report CPFS15-013 dated May 11, 2015 of the Director of Corporate Services as follows:**

- a) That the Development Charge Reserve Funds – 2014 Annual Report for the City of Peterborough, as presented in Report CPFS15-013, be received.**
- b) That the Peterborough Utility Commission Report entitled Water Development Charges for the year ended December 31, 2014, appended to Report CPFS15-013 as Appendix B, be received.**
- c) That the following capital projects be removed from the Capital program:
  - i. Southpark Drive Sanitary Sewer - \$470,000**
  - ii. Coldsprings Sewage Pumping Station - \$1,800,000**
  - iii. Otonabee River Sanitary Trunk - \$800,000****
- d) That upon approval of report CPFS15-013 dated May 11, 2015 of the Director of Corporate Services, By-law 11-025 authorizing the Coldsprings Sewage Pumping Station work and the issuing of DC supported debentures in the amount of \$1,800,000 and By-law 11-031 authorizing the Otonabee River Sanitary Trunk work and the issuing of DC supported debentures in the amount of \$800,000, be repealed.**

**“CARRIED”**

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**Director of Corporate Services**  
**Report CPFS15-016**  
**December 31, 2014 Financial Report (Unaudited)**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report CPFS15-016 dated May 11, 2015, of the Director of Corporate Services, as follows:**

- a) That the December 31, 2014 Quarterly Financial Report (unaudited) attached as Appendix A to Report CPFS15-016, dated May 11, 2015, be received.**
- b) That Capital Levy approved in previous years' capital budgets for various projects, that is no longer needed, in the amount of \$665,662 and shown on Chart 3 in the report CPFS15-016, be transferred to the Capital Levy Reserve.**
- c) That \$77,350 of the Operating Surplus from the 2014 Police Services Budget be used to reduce the Police Services 2015 net budget requirement with 50% of the balance of the 2014 surplus in the amount of \$38,016 being transferred to the Police Special Projects Reserve.**
- d) That a Fire Dispatch Reserve be created and surplus funds from the Replace Fire Dispatch Consul project in the amount of \$51,977 be transferred to the reserve for future use.**

**"CARRIED"**

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**Director of Community Services**

**Report CSSS15-003**

**Award of RFP P-05-15 for Ontario Works Dental Administration**

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report CSSS15-003 dated May 11, 2015, of the Director of Community Services, as follows:**

**That RFP P-05-15 for Ontario Works Dental Administration be awarded to AccertaClaim Servcorp Inc., 4 New Street, Toronto, Ontario at a total cost of \$1,000/per month plus 4.75% of the cost of dental benefits paid for an estimated \$43,872 per year (HST is not applicable) for a three year term commencing on or about August 1, 2015 and ending July 31, 2018 with an option of an extension, by mutual agreement, for an additional two year term.**

**“CARRIED”**

**Acting Director of Utility Services**

**Report USDIR15-002**

**Emerald Ash Borer Update 2015 and Revision to Emerald Ash Borer Management Plan**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report USDIR15-002 dated May 11, 2015, of the Acting Director of Utility Services, as follows:**

- a) That Report USDIR15-002 dated May 11, 2015 be received for information and the Emerald Ash Borer Management Plan be updated as indicated in the Report; and**
- b) That staff be requested to continue to update Council on the status of the Emerald Ash Borer Management Plan as appropriate.**

**“CARRIED”**

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**Acting Director of Utility Services**

**Report USEC15-009**

**Award of RFP P-04-15 for Construction Materials Testing, Inspection, Consulting and Reporting Services**

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report USEC15-009 dated May 11, 2015, of the Acting Director of Utility Services, as follows:**

**That RFP P-04-15 for Construction Materials Testing, Inspection, Consulting and Reporting Services be awarded to Geo-Logic, 347 Pido Road, Unit 29, Peterborough, Ontario for a term commencing on or about June 1, 2015 and ending on December 31, 2017 with an option to extend for two additional one-year periods, subject to budget availability, acceptable level of service and approval at an estimated annual cost of \$75,000 plus \$9,750.00 HST for a total of \$84,750.00.**

**“CARRIED”**

**Acting Director of Utility Services**

**Report USEP15-003**

**Report on Emergency Measures Taken and Establishment of a Budget for the Waste Water Treatment Plant Digester #3 Structural Assessment**

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report USEP15-003 dated May 11, 2015, of the Acting Director of Utility Services, as follows:**

- a) That a 2015 Capital Budget in the amount of \$1,200,000 be created and funded from the Sanitary Sewer Reserve Fund for the cleaning and subsequent structural assessment plus reporting of condition and recommended repairs or rebuild of the Waste Water Treatment Plant Digester #3;**
- b) That Carvajal Structural Engineers Inc. (CSE Inc.), 605-3500 Dufferin St. Toronto, Ontario, M3K 1N2, be authorized to conduct a structural assessment on Digester #3 at a cost of \$24,310.00 plus \$3,160.30 HST for a total of \$27,470.30; and**

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- c) That Maple Reinders Constructors Ltd.(MRCL) 2660 Argentia Road, Mississauga, Ontario, L5N 5V4, be authorized to empty and clean Digester #3, prepare the digester for full internal examination, and assist with lighting, scaffolding, safety gear etc. at an estimated cost of \$930,000 plus HST of \$120,900 for a total cost of \$1,050,900 on a time and material basis.

“CARRIED”

**Acting Director of Utility Services**  
**Report USWM15-007**

**Amendments to the City-County Agreement for the County’s Use of the Materials Recycling Facility**

Moved by Councillor Clarke

That Council approve the recommendation outlined in Report USWM15-007 dated May 11, 2015 of the Acting Director of Utility Services as follows:

That the attached By-law (Appendix A) authorizing the execution of an amendment to the City-County Agreement for the City’s Materials Recycling Facility as detailed in the By-Law be signed by the Mayor and the Clerk.

“CARRIED”

**Acting Director of Utility Services**  
**Report USTR15-009**

**Cycling Lane Upgrades and Extensions on George Street, Water Street and McDonnell Street**

Kevin Jones, Manager of Transportation gave a power point presentation to Report USTR15-009.

Moved by Councillor Parnell

That Council approve the recommendations outlined in Report USTR15-009 dated May 11, 2015, of the Acting Director of Utility Services, as follows:

- a) That the presentation of cycling lane upgrades and extensions on George Street, Water Street and McDonnell Street be received for information;
- b) That the existing cycling lanes on George Street between Hilliard Street and McDonnell Street be upgraded by:



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- i. Prohibiting parking on the west side of George Street, except for a 15 minute commercial loading zone for the convenience store on the west side of George Street just south of Dublin Street;
  - ii. Creating a painted buffer between the cycling lane and the most westerly vehicle travel lane where space permits.
- c) That the existing cycling lanes on Water Street between Edinburgh Street and Hilliard Street be upgraded by:
  - i. Prohibiting parking on the east side of Water Street;
  - ii. Creating a painted buffer between the cycling lane and the most easterly vehicle travel lane where space permits.
- d) That new cycling lanes be provided on the west side of George Street between McDonnell Street and Hunter Street with no changes to existing parking, by restriping existing lanes and including a painted buffer between the parking lane and the cycling lane where space permits.
- e) That new cycling lanes be provided on the east side of Water Street between Hunter Street and Edinburgh Street by restriping existing lanes, providing a painted buffer between the parking lane and the cycling lane (where space permits), and including:
  - i. Prohibiting parking in the cycling lanes, except for 30 minute parking from Monday to Saturday from 8 a.m. – 5:00 p.m. in the cycling lane for 40 metres north of Dublin Street;
  - ii. Closing the most southerly access driveway from the City Hall parking lot to Water Street;
  - iii. Permitting parking between Murray Street and McDonnell Street on the west side of the street;
  - iv. Permitting parking on the south side of Murray Street between Water Street and 35 m to the east of Water Street; and
  - v. Working with St. Paul's Presbyterian Church representatives to relocate the accessible parking space on Water Street to the north side of Murray Street.
- f) That staff report to Council on the lost parking spaces between Parkhill Road and McDonnell Street on George Street.

"CARRIED"

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**Director of Community Services**  
**Report CSD15-010**  
**2014 Annual Sustainable Peterborough Report Card**

Ken Doherty and Anca Pascalau, Sustainable Peterborough Co-ordinator made a presentation to Report CSD15-010.

Moved by Mayor Bennett

**That Council approve the recommendation outlined in Report CSD15-010 dated May 11, 2015 of the Director of Community Services, as follows:**

**That the presentation on the Sustainable Peterborough 2014 Report Card, by Ken Doherty, Chair of Sustainable Peterborough and Anca Pascalau, Sustainable Peterborough Coordinator, be received for information.**

“CARRIED”

**Director of Community Services**  
**Report CSD15-011**  
**Greater Peterborough Area Climate Change Action Plan Progress**

Liz Nield, Project Director of LURA Consulting made a presentation.

Moved by Councillor Pappas

**That Council approve the recommendation outlined in Report CSD15-011 dated May 11, 2015 of the Director of Community Services, as follows:**

**That the presentation on the Greater Peterborough Area Climate Change Action Plan, by Liz Nield of LURA Consulting, be received for information.**

“CARRIED”

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**Acting Director of Utility Services**  
**Report USTR15-010**  
**Parking Operations Review**

Councillor Pappas left the meeting at 8:16 p.m. and returned at 8:18 p.m.

Councillor Baldwin left the meeting at 8:26 p.m. and returned at 8:27 p.m.

Moved by Councillor Clarke

**That Council approve the recommendations outlined in Report USTR15-010 dated May 11, 2015, of the Acting Director of Utility Services, as follows:**

- a) That the downtown Expired Meter set fine of \$15.00 remain, and that the set fine of all other parking infractions with a set fine of \$15.00 be increased to \$25.00;**
- b) That on July 1, 2015 the parking rate for the King Street and Simcoe Street parking garages be increased to \$1.25 per hour;**
- c) That on July 1, 2015 all monthly permit fees at the King Street and Simcoe Street parking garages be increased by 10%;**
- d) That a Saturday evening patrol car shift be implemented between December 1, 2015 and April 1, 2016 to assist with enforcement of Winter Parking Restrictions and that \$5,000 be included in the draft 2016 operating budget to cover the costs;**
- e) That the current Courtesy Card program be revised by displaying a copy of the Courtesy Card directly on the Pay and Display machine informing the user that once their validation stub expires they will receive an additional 10 minutes of parking time;**
- f) That \$75,000 be included in the draft 2016 budget to complete an update to the Strategic Downtown Parking Management Study; and**
- g) That the Comprehensive Parking By-Law 09-136 be amended as required to incorporate the changes in Recommendations a to d inclusive.**

**"CARRIED"**

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**Board Chair, Peterborough Economic Development  
Report PED15-002  
PED 2015 First Quarter Report**

Councillor Therrien left the meeting at 8:36 p.m. and returned at 8:37 p.m.

Tom Robinson, Board Vice-Chair, Fiona Dawson, Director of Tourism, Lorne Kelsey, Director of Investment Expansion and Barb van Verizen, Director of Operations & Finance, Peterborough Economic Development responded to questions from Committee.

Moved by Councillor Clarke

**That Council approve the recommendation outlined in Report PED15-002 of the Board Chair of Peterborough Economic Development, as follows:**

**That Report PED15-002 providing the Peterborough Economic Development 2015 First Quarter Report be received.**

“CARRIED”

**Director of Corporate Services  
Report CPFS15-020  
Township of Havelock-Belmont-Methuen Request for Costing on Policing**

Moved by Mayor Bennett

**That Council approve the recommendation outlined in Report CPFS15-020, dated May 11, 2015, of the Director of Corporate Services as follows:**

**That City staff be authorized respond to Havelock-Belmont-Methuen that the request cannot be responded to at this time and is pending the outcome of ongoing discussions with the Township of Douro-Dummer.**

“CARRIED”

Mayor Bennett asked staff to re-word the City’s response to Havelock-Belmont-Methuen to indicate that upon the completion of discussions with the Township of Douro-Dummer, staff would consider their request for policing.

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**Director of Community Services**  
**Report CSD15-005**  
**Carbon Emission Reductions**

Moved by Councillor Therrien

**That Council approve the recommendations outlined in Report CSD15-005 dated May 11, 2015 of the Director of Community Services, as follows:**

- a) That Council receive this report and that Staff report back to Council on the potential impacts to the City of Peterborough on the Provincial Cap and Trade system, once established; and**
- b) That the Climate Change Action Plan include the implementation of the Provincial Cap and Trade System, as directed by the Province.**

“CARRIED”

Councillor Parnell left the meeting at 8:57 p.m. and returned at 8:59 p.m.

**Director of Community Services**  
**Report CSD15-007**  
**Community Investment Grants 2015**

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

Moved by Councillor McWilliams

**That Council approve the recommendations outlined in Report CSD15-007, dated May 11, 2015, of the Director of Community Services, as follows:**

- a) That the 2015 Community Investment Grants in the total amount of \$210,000 be allocated to various local charitable and Not For Profit organizations (NFP's) as set out in the attached Appendix A.**
- b) That the YMCA not be considered eligible for Investment Grant funding at this time; and that Staff be directed to prepare a future report to address when and how organizations that receive large capital contributions from the City may become eligible to re-apply for City grants.**
- c) That Staff also be directed to re-examine the eligibility of those organizations receiving a significant portion of their annual funding from the Trent University Student levy.**

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- d) That Staff be directed to prepare a report to assess whether or not Artspace should be considered for a Community Service Grant in 2016.
- e) That the 2016 financial portion of the application be revised to eliminate the use of In-kind contributions as both revenue and expenditure.
- f) 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 2015.

“CARRIED”

Moved by Councillor Parnell

**That Item 15, Report CSD15-008 be separated from the Consent Agenda due to a pecuniary interest.**

“CARRIED”

**Director of Community Services  
Report CSD15-008  
Community Project Grants 2015**

Councillor Pappas declared an interest in this report as his wife and daughter are members of the curling club. He did not discuss or vote on the matter.

Moved by Councillor McWilliams

**That Council approve the recommendations outlined in Report CSD15-008, dated May 11, 2015, of the Director of Community Services, as follows:**

- a) That the 2015 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 the 2016 financial portion of the application be revised to eliminate the use of In-kind contributions as both revenue and expenditure.
- c) 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 2015.

“CARRIED”

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**Acting Director of Utility Services**

**Report USEP15-004**

**Award of Tender T-29-15, for Biosolids Management/Merchant Capacity Services at the Waste Water Treatment Plant and cancellation of Capital Project 5-9.04**

Moved by Councillor Baldwin

**That Council approve the recommendations outlined in Report USEP15-004, dated May 11, 2015 of the Acting Director of Utility Services as follows:**

- a) That Tender T-29-15 for Biosolids Management/Merchant Capacity Services at the Wastewater Treatment Plant be awarded to Third High Farms Ltd., 5108 Carman Road, Iroquois, Ontario K0E 1K0 for a period of five years from April 1, 2017 to March 31, 2022 at a cost of \$91.75 plus \$11.93 HST per Wet Tonne, for a total cost of \$103.68 per Wet Tonne or a yearly estimated cost of \$730,000 in year one with increases in cost in the unit cost in years 2 to 5 due to the CPI and, at the City's discretion, the option to extend the contract for one additional five-year extension upon mutual agreement between both parties;**
- b) That the 2015 Capital Project 5-9.04 entitled "Biosolids Management Strategy" be cancelled; and**
- c) That by-law 15-012 authorizing a \$13,000,000 debenture to undertake the 2015 Capital Project 5-9.04 be repealed.**

"CARRIED"

**Other Business**

**Traffic Calming Measures on Prince Street**

Moved by Councillor Pappas

**That the petition for traffic calming measures on Prince Street be received and,**

**That staff conduct a traffic study on Prince Street and provide a report to Committee in October and,**

**That a public meeting be held with Prince Street residents as part of the study.**

"CARRIED"

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**Presentation by Canadian Union of Postal Workers**

Moved by Councillor Riel

**That the President of the Canadian Union of Postal Workers, Doug Toms or a representative, be permitted to make a presentation at the June 1, 2015 Committee of the Whole meeting regarding the placement and size of super mail boxes and how that would affect residents, as it relates to our municipality.**

"CARRIED"

**Adjournment**

Moved by Councillor Therrien

**That this meeting of Committee of the Whole adjourn at 9:23 p.m.**

"CARRIED"

John Kennedy  
City Clerk

Councillor Beamer  
Chair