



City Council Minutes

City of Peterborough

Council Chambers, City Hall

October 26, 2020

Present: Councillor Baldwin
Councillor Beamer
Councillor Clarke (via telephone)
Councillor Parnell
Councillor Riel
Mayor Therrien
Councillor Vassiliadis
Councillor Wright
Councillor Zippel
Councillor Pappas
Councillor Akapo

Staff: Brad Appleby, Planner Subdivision Control
Alan Barber, Associate City Solicitor
Sandra Clancy, Chief Administrative Officer
Cynthia Fletcher, Commissioner of Infrastructure and Planning Services
Richard Freymond, Commissioner of Corporate and Legislative Services
Natalie Garnett, Deputy Clerk
Ken Hetherington, Chief Planner
John Kennedy, City Clerk
Sheldon Laidman, Commissioner of Community Services
Carrie Rucska, Director Information Technology, PTS
Brendan Wedley, Manager of Communication Services

Call to Order

The meeting was called to order at 6:00 p.m. in the Council Chambers, City Hall.

Ceremonial Presentation

A presentation of a certificate was made by the Mayor to Honourary Lieutenant Lee-Anne Quinn in recognition of her service.

Approval of Minutes

Moved by Councillor Baldwin
Seconded by Councillor Pappas

That the minutes of the Council meeting of September 28, 2020 be approved.

Carried

Disclosure of Pecuniary Interest

No members made any disclosures of Pecuniary Interest.

Delegations - Items on the Agenda

Muhammed Shaikh, President of Mosque, made a delegation to item 12.b, Report IPSTR20-029 – Parking Restrictions on Crowley Crescent and Valleyview Drive.

Dan Hennessy, made a delegation to item 13.j, Report CSSS20-013 – Emergency Shelter and Isolation Site – COVID-19.

Heather Sadler, Jackson Heights Developments Inc., made a delegation to item 13.h, Report IPSPL20-022 – Official Plan Amendment O1704, Zoning By-law Amendment Z1713SB and Draft Plan of Subdivision 15T-17503 0 Fairbairn Street and Part of 851 Lily Lake Road.

Consent Agenda

Moved by Councillor Parnell
Seconded by Councillor Zippel

That items 10.a, 10.b, 10c, 11.a, 11.b, 11.c, 12.c, 12.d, 12.e, 13.a, 13.b, 13.c, 13.d, 13.e, 13.f, 13.i, 13.k be approved as part of the Consent Agenda.

Carried

Parking Administrative Monetary Penalty System

Report CLSOCS20-003

Moved by Councillor Parnell
Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report CLSOCS20-003, dated October 5, 2020, of the Commissioner of Infrastructure and Planning Services and the Commissioner of Corporate and Legislative Services, as follows:

- a) **That Council pass by-laws in the forms comprising Appendices A to E, inclusive, to Report CLSOCS20-003 as follows:**
 - i) **Appendix A, Administrative Penalty System By-law;**
 - ii) **Appendix B, Hearing Officer By-law;**

- iii) **Appendix C, Enforcement By-law;**
 - iv) **Appendix D, By-law to amend User Fees By-law; and**
 - v) **Appendix E, By-law to amend Parking By-law;**
- b) **That the CAO report back to Council recommending one or more candidates for appointment as Hearing Officers;**
- c) **That each Hearing Officer be compensated on an as-needed basis at the rate of:**
 - i) **\$350 for hearings, individually or collectively, exceeding 3.5 hours on any day; and**
 - ii) **\$275 for hearings, individually or collectively, not exceeding 3.5 on any day; and**
- d) **That the Mayor and Clerk be authorized to execute inter-municipal service agreements with Ontario municipalities on terms acceptable to the CAO in consultation with the Commissioner of Infrastructure and Planning Services and the Commissioner of Corporate and Legislative Services and in forms acceptable to the City Solicitor pursuant to which the City of Peterborough may administer those municipalities' administrative monetary penalty systems.**

Carried

June 30, 2020 Financial Update Report (Unaudited)

Report CLSFS20-040

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report CLSFS20-040 dated October 5, 2020, of the Commissioner of Corporate and Legislative Services, as follows:

- a) **That the June Quarterly Financial Update Report (unaudited) attached as Appendix A to Report CLSFS20-040, dated October 5, 2020, be received;**
- b) **That as a matter of housekeeping, By-law 18-090 being a by-law to debenture the former Parkway Corridor Extension (High Use Arterial Road) and By-law 18-097 being a by-law to debenture the Transportation Master Plan be amended per the amended budgets resulting from a report to the CAO, Report IPSTR20-009 Citywide Transportation Master Plan Budget Adjustment, dated June 6, 2020 and further detailed on Page 5 of Report CLSFS20-040; and**

- c) **That a by-law be passed authorizing the Mayor and Clerk to execute the Municipal Transit Enhanced Cleaning (MTEC) transfer payment agreement and any subsequent corresponding agreements or amendments between Her Majesty the Queen in Right of Ontario and the Corporation of the City of Peterborough in a form acceptable to the Commissioner of Corporate and Legislative Services and the City Solicitor.**

Carried

Housing and Homelessness Plan: 2019 Progress Report

Report CSSS20-019

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report CSSS20-019, dated October 5, 2020, of the Commissioner of Community Services, as follows:

That the Housing and Homelessness Plan Progress Report 2019 be received for information.

Carried

Audit of the Consolidated Financial Statements of the City of Peterborough -
Acknowledgement Letter

Report CLSFS20-043

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report CLSFS20-043 dated October 13, 2020, of the Commissioner of Corporate and Legislative Services as follows:

- a) **That the Acknowledgement Letter Audit of the Consolidated Financial Statements of the City of Peterborough be received.**
- b) **That the Mayor and Chair of the Finance Committee be authorized to sign the Acknowledgement Letter.**

Carried

Management Letter and Verbal Audit Findings Report for the year ended December 31, 2019

Report CLSFS20-045

Moved by Councillor Parnell
Seconded by Councillor Zippel

That Council approve the recommendation outlined in report CLSFS20-045 dated October 13, 2020, of the Commissioner of Corporate and Legislative Services as follows:

That the audit of the December 31, 2019 Financial Statements Letter (Management Letter) appended to report CLSFS20-045 and the Verbal Audit Findings Report presented by Baker Tilly KDN Kawarthas LLP for the year ended December 31, 2019 be received as information.

Carried

Treasurer's Report, 2019 Consolidated Financial Report, 2019 Trust Funds Financial Statement and Five Year Review

Report CLSFS20-044

Moved by Councillor Parnell
Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report CLSFS20-044 dated October 13, 2020, of the Commissioner of Corporate and Legislative Services as follows:

- a) **That Report CLSFS20-044, Treasurer's Report, 2019 Consolidated Financial Report, the 2019 Trust Funds Financial Statement and Five Year Review be received as information.**
- b) **That the underlying accounting policies as detailed in the Notes to the Financial Statements be approved.**

Carried

Appointment of Read Jones Christoffersen Ltd. for the Simcoe Street Parking Garage and Jackson Creek Culvert Rehabilitation Design and Project Management

Report CLSFM20-015

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report CLSFM20-015 dated October 13, 2020, of the Commissioner of Corporate and Legislative Services, as follows:

That Read Jones Christoffersen Ltd., 100 University Avenue, North Tower, Suite 400, Toronto, Ontario M5J 1V6, be appointed to undertake the design and project management of the structural rehabilitation of the Simcoe Street Parking Garage and the Jackson Creek Culvert, at a cost of \$437,200 plus HST of \$56,836 for a total of \$494,036.

Carried

Extension of Contract and Appointment of Hartrans Cartage Services for Courier Services for Internal Delivery of Mail and Supplies for the City of Peterborough and Related Agencies

Report CLSFM20-020

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report CLSFM20-020, dated October 13, 2020, of the Commissioner of Corporate and Legislative Services, as follows:

- a) **That the contract for P-01-15 for Courier Services for Internal Delivery of Mail and Supplies for the City of Peterborough and Related Agencies with Hartnett Transport Ltd., 1378 Moore Drive, Cavan, Ontario, L0A 1C0 be extended for the period May 1, 2020 to September 30, 2020 at a total cost of \$27,818 plus HST of \$3,617 for a total cost of \$31,435.**
- b) **That Council approve the assignment of the said contract to Hartrans Cartage Services Limited, 665 Neal Drive, Peterborough, Ontario, K9J 6X7, effective October 1, 2020 for Courier Services for Internal Delivery of Mail and Supplies for the City of Peterborough and Related Agencies for the 4 year 7 month term, at a cost of \$312,737 plus HST of \$40,656 for a total of \$353,393.**

Carried

SAP Phase 1 Update and Approval of Phase 2 and 3

Report CLSFS20-047

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report CLSFS20-047, dated October 13, 2020, of the Commissioner of Corporate and Legislative Services, as follows:

- a) **That funds be transferred in the amount of \$418,000 from existing capital project budgets no longer required and \$351,687 in funds from the Information Technology Capital Reserve to offset the \$769,687 in costs related to the completion of SAP Implementation Phase One.**
- b) **That Phase Two of the SAP Implementation Project be awarded to BlueIT Group Inc. at an upset limit of \$1,441,400 plus \$187,382 HST for a total of \$1,628,782 based on BlueIT Group Inc.'s Proposal in response to RFP document P-33-16 for the supply and installation of an enterprise resource planning software solution.**
- c) **That Phase Three of the SAP Implementation Project be awarded to BlueIT Group Inc. at an upset limit of \$1,463,700 plus \$190,281 HST for a total of \$1,653,981 based on BlueIT Group Inc.'s Proposal in response to RFP document P-33-16 for the supply and installation of an enterprise resource planning software solution.**

Carried

Federation of Canadian Municipalities Application for Smart Stormwater Grid Pilot Project

Report IPSIM20-007

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report IPSIM20-007 dated October 13, 2020, of the Commissioner of Infrastructure and Planning Services, as follows:

That staff be directed to make application for funding to the Federation of Canadian Municipalities for a Smart Stormwater Grid Pilot Project.

Carried

Report of Closed Session

Report CLSHR20-005

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report CLSHR20-005 dated October 19, 2020, of the Commissioner of Corporate & Legislative Services as follows:

That the Minutes of Settlement dated October 9, 2020 between the City of Peterborough and Peterborough Professional Fire Fighters Association Local 169, covering the contract period January 1, 2020 to December 31, 2024 as described in Closed session Report CLSHR20-005, be approved.

Carried

Report of Closed Session

Report CLSHR20-007

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report CLSHR20-007 dated October 19, 2020, of the Commissioner of Corporate & Legislative Services as follows:

That the Minutes of Settlement dated October 1, 2020, between the City of Peterborough and CUPE Local 1833 (Library), covering the contract period January 1, 2020 to December 31, 2023 as described in Closed session Report CLSHR20-007, be approved.

Carried

Report of Closed Session

Report IPSRE20-009

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report IPSRE20-009, dated October 19, 2020, of the Commissioner of Infrastructure and Planning Services, as follows:

- a) That the city owned property at 109 ½ Robinson Street be declared surplus to the City's needs;**

- b) That the notice requirements of By-law 95-62 (Sale of Real Property) be waived; and**
- c) That staff be authorized to proceed as outlined in Closed Session Report IPSRE20-009 dated October 19, 2020 of the Commissioner of Infrastructure and Planning Services.**

Carried

Report of Closed Session

Report CAOCS20-004

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report CAOCS20-004, dated October 19, 2020, of the Chief Administrative Officer, as follows:

That staff be directed to proceed with negotiations regarding a sponsorship opportunity as outlined in Report CAOCS20-004 dated October 19, 2020 of the Chief Administrative Officer.

Carried

Peterborough Petes Amending Agreement Update

Report CSAD20-010

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report CSAD20-010, dated October 19, 2020, of the Commissioner of Community Services, as follows:

a) That Report CSAD20-010 updating Council on the amending agreement be received for information.

b) That staff be directed to begin negotiations with the Peterborough Petes on a revised Facility Licence Agreement prior to the current agreement's date to be able to begin negotiations as requested by the Petes in their letter of August 21, 2020.

Carried

Winter Service Operations Policy Amendment

Report IPSENG20-027

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report IPSENG20-027, dated October 19, 2020, of the Commissioner of Infrastructure and Planning Services, as follows:

That the Winter Service Operation Policy, attached as Appendix A, be approved to align sidewalk and bicycle lane winter maintenance with the changes to Ontario Regulation 239/02 as amended by Ontario Regulation 366/18: Minimum Maintenance Standards for Municipal Highways and to update the Policy to include the winter maintenance of paved trails as per current practice.

Carried

Peterborough Police Services Board 2020-2023 Strategic Plan Update

Report CLSFS20-053

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendation outlined in Report CLSFS20-053 dated October 19, 2020, of the Commissioner of Corporate and Legislative Services, as follows:

That the presentation, providing an update on the Peterborough Police Services 2020-2023 Strategic Plan be received for information.

Carried

Removal of "H" - Holding Symbol at 391 Parkhill Road West and Delegated Authority to Approve Future Applications to Remove Holding Symbols

Report IPSPL20-021

Moved by Councillor Parnell

Seconded by Councillor Zippel

That Council approve the recommendations outlined in Report IPSPL20-021, dated October 19, 2020, of the Commissioner of Infrastructure and Planning Services, as follows:

- a) **That the zoning of the property known as 391 Parkhill Road west be amended from 2 – H-Residential District to R.2-Residential District in accordance with Exhibit “C” attached to Report IPSPL20-021; and**
- b) **That the Commissioner of Infrastructure and Planning Services be granted the authority to approve an application to remove future Holding Symbols, upon satisfactory compliance with the related conditions, pursuant to Section 36 of the Planning Act.**

Carried

Parking Restrictions on Crowley Crescent and Valleyview Drive

Report IPSTR20-029

Moved by Councillor Vassiliadis
Seconded by Councillor Parnell

That the report be deferred to allow for further neighbourhood consultation regarding parking restrictions.

Carried

Change to Parking Restrictions on Briarhill Road

Report IPSTR20-030

Moved by Councillor Vassiliadis
Seconded by Councillor Baldwin

That Council approves the recommendations outlined in Report IPSTR20-030 dated October 13, 2020, of the Commissioner of Infrastructure and Planning Services, as follows:

- a) **That a No Stopping Prohibition be implemented on Briarhill Road from 8:00 a.m. to 9:30 a.m. and 11:30 a.m. to 1:30 p.m. and 3:00 p.m. to 4:30 p.m. Monday to Friday inclusive; and**
- b) **That a By-law be approved to amend the appropriate Schedules and Articles of Parking By-law 09-136 to authorize implementation of Recommendation a).**

Carried

Official Plan and Zoning By-law Amendment Applications O2003 and Z2004 - 265
Edinburgh Street

Report IPSPL20-023

Moved by Councillor Pappas
Seconded by Councillor Parnell

That Council approve the recommendations outlined in Report IPSPL20-023 dated October 19, 2020, of the Commissioner of Infrastructure and Planning Services, as follows:

- a) That Schedule “E”- Residential Density of the Official Plan be amended in accordance with Exhibit D of Report IPSPL20-023;**
- b) That Section 3.9 Exceptions of Zoning By-law 97-123 be amended by adding exception No. 335 in accordance with Exhibit E of Report IPSPL20-023;**
- c) That the subject property be rezoned from R.1, R.2 – Residential Districts – to R.3-335-H in accordance with Exhibit E of Report IPSPL20-023;**
- d) That the ‘H’ Holding Symbol be removed at such time as:**
 - a. Site Plan Approval has been granted for the property, including provision for air conditioning of dwelling units with windows of habitable rooms within 6m of a motor vehicle parking space or driveway; and**
 - b. The Owner has paid cash-in-lieu of parkland dedication to the City in accordance with the provisions of the Planning Act, R.S.O 1990 c.P.13 and the City’s Parkland Dedication By-law for four additional dwelling units; and**
- e) That the Commissioner of Infrastructure and Planning Services be granted the authority to approve an application to remove the Holding Symbol pursuant to Section 36 of the Planning Act in accordance with Exhibit E of Report IPSPL20-023.**
- f) That Council approve the site plan for the subject property.**

Carried

Official Plan Amendment O1704, Zoning By-law Amendment Z1713SB and Draft Plan of Subdivision 15T-17503

0 Fairbairn Street and Part of 851 Lily Lake Road

Report IPSPL20-022

Moved by Councillor Pappas
Seconded by Councillor Parnell

That Council approve the recommendations outlined in Report IPSPL20-022 dated October 19, 2020, of the Commissioner of Infrastructure and Planning Services, as follows:

- a) **That Schedules “B” – Roadway Network, and “R” – Lily Lake Secondary Plan, of the Official Plan be amended in accordance with Exhibit A of Report IPSPL20-022;**
- b) **That the subject property be rezoned from R (Smith) and A1 (Smith) to R.1,1m,2m,8z-256-‘H’, R.1,1o,2o,8z-256-‘H’, R.1,1r,2r,8z-256-‘H’, R.1,2r,8z,10c-256-‘H’, R.1,8z,10c-256-‘H’, R.2,8z-256-‘H’, SP.348,3j,4g,8z,10b,11h,16l-256-‘H’, SP.348,3n,4g,10b,11h,16f-256-‘H’, SP.366-256-‘H’, SP.366,10c-256-‘H’, SP.350,3m,11j,21a-‘H’ – Residential Districts, OS.1, and OS.2 – Open Space Districts in accordance with the Draft Plan of Subdivision and Exhibit B of Report IPSPL20-022; and**
- c) **That Draft Plan of Subdivision Approval for Plan 15T-17503, Project No. 16-1590, Drawing No.: DP1 dated September 14, 2020 by EcoVue Consulting Services Inc., be granted, subject to the Conditions of Draft Plan Approval attached to Report IPSPL20-022, as Schedule 1.**

Carried

Emergency Shelter and Isolation Site - COVID-19

Report CSSS20-013

The Mayor left the meeting at 6:56 p.m. and returned at 6:57 p.m.

Moved by Councillor Parnell
Seconded by Councillor Riel

That Council approve the recommendations outlined in Report CSSS20-013, dated October 19, 2020, of the Commissioner of Community Services, as follows:

- a) **That staff be directed to set up a temporary 24/7 emergency shelter and isolation site at the Community Services building (210 Wolfe Street) to replace the existing Overflow Shelter;**

- b) That, if sufficient funds are not available to operate the temporary emergency shelter and isolation site through the Social Services Relief Fund for a period of two years, the Social Services General Assistance Reserve be used to fund the shortfall;
- c) That the CAO be authorized to enter into an agreement with Brock Street Mission to operate the temporary emergency shelter and isolation site for a period of up to two years; and
- d) That the Mayor and Clerk be authorized to execute such documents as are necessary to give effect to the foregoing on terms satisfactory to the Commissioner of Community Services and in forms acceptable to the City Solicitor.

Carried

Approval of By-laws:

Moved by Councillor Beamer

Seconded by Councillor Wright

That the following by-laws be read a first, second and third time:

- 20-069** Being a By-law to amend parking on Charlotte Street and By-law number 09-136 being a By-law for the Regulation of Parking
- 20-070** Being a By-law to amend parking on Briarhill Road and By-law number 09-136 being a By-law for the Regulation of Parking
- 20-072** Being a By-law to remove the “H” – Holding Symbol from the zoning of the property at 391 Parkhill Road West
- 20-073** Being a by-law to establish an administrative penalty system
- 20-074** Being a By-law to amend 2020 User Fee By-law 20-002
- 20-075** Being a By-law to amend Parking By-law 09-136 to designate the Parking By-law as a by-law to which the City’s system of administrative monetary penalties is to apply
- 20-076** Being a by-law to establish a transparent, consistent, fair, unbiased, and effective process for the enforcement and prosecution of alleged contraventions of municipal standards
- 20-077** Being a by-law to establish the position of Hearing Officer

- 20-078** **Being a By-law to adopt Amendment No. 186 to the Official Plan of the City of Peterborough for 265 Edinburgh Street**
- 20-079** **Being a By-law to Amend the Zoning By-law for the lands known as 265 Edinburgh Street**
- 20-080** **Being a By-law to adopt Amendment No. 185 to the Official Plan of the City of Peterborough for certain lands within the Lily Lake Planning Area**
- 20-081** **Being a By-law to Amend the Zoning By-law for the properties known as 0 Fairbairn Street and Part of the property known as 851 Lily Lake Road**

Carried

Other Business

There were no items of Other Business

Confirmation By-law

Moved by Councillor Clarke

Seconded by Councillor Pappas

- 20-082** **Being a by-law to confirm the proceedings of the Council at its regular meeting held on October 26, 2020**

Carried

Adjournment

Moved by Councillor Pappas

Seconded by Councillor Riel

That this meeting adjourn at 7:06 p.m.

Carried

John Kennedy

City Clerk

Diane Therrien

Mayor