

January 7, 2021

Mayor Therrien and Council  
City of Peterborough  
500 George Street North  
Peterborough, ON, K9H 3R9

**Re: Land Discussion Letter November 6<sup>th</sup>, 2020**

Dear Mayor Therrien and City Council,

In response to your letter dated November 6<sup>th</sup>, 2020, Township Staff drafted the report C.A.O. 2020-11. The report details the previous motions to date.

Mayor McFadden received confirmation from you (via email) dated November 17<sup>th</sup>, 2020 that the City of Peterborough has not passed a new motion from City Council and therefore the last motion on record from the City dated February 20<sup>th</sup>, 2018 is as follows:

That staff continue to work with the Township of Cavan Monaghan, County of Peterborough and the Province to complete a boundary adjustment to bring the airport lands in to the City of Peterborough.

The Township responded to the City's motion of February 20<sup>th</sup>, 2018 with both the City and the Township sending a joint letter to the former Minister of Municipal Affairs, Bill Mauro on March 29<sup>th</sup>, 2018. No formal discussions between both parties took place during the balance of 2018. On March 4<sup>th</sup>, 2019 Township Staff took Report C.A.O. 2019-04 to Council to provide the newly elected Council an overview of the events to date.

Given that there is no new motion from the City, no discussions have taken place, nor correspondence/studies (i.e., Lands Needs Study) provided by the City of Peterborough, the Township Council is only in a position to respond with the same motion of March 4<sup>th</sup>, 2019. The motion was as follows:

That the Township of Cavan Monaghan is not interested in participating in any discussions regarding annexation with the City of Peterborough; and

That Council directs Township Staff to work together with the City of Peterborough and the County of Peterborough to review cross border servicing options that will support future employment for this region.

988 County Road 10  
Millbrook, ON L0A 1G0

[www.cavanmonaghan.net](http://www.cavanmonaghan.net)

Phone: 705-932-2929  
Fax: 705-932-3458  
Email: [services@cavanmonaghan.net](mailto:services@cavanmonaghan.net)

Your letter of November 2020 states, that the City remains willing to discuss mutual objectives only if some type of boundary adjustment is part of the conversation and that any notion of servicing beyond the City limits will only be entertained if discussion includes moving the Airport and some other key employment lands within the City boundary. Again, there is no recent motion reflecting the Mayor's request nor any detail and or description on what "key employment lands" to entertain what you believe to be mutually beneficial.

The Township would like to clarify that the Township received property taxes of \$94,129.43 (municipal portion) for the commercial assessment at the Airport in 2020. The Township has stated previously during Provincial facilitation that we are open to discussions to financially assist if the infrastructure is updated to benefit the Region as a whole and not only the Airport lands.

If the City intends to update the infrastructure that services the Airport, the Township of Cavan Monaghan's consent is required pursuant to Section 19 of the Municipal Act, 2001, Section 14 of the Safe Drinking Water Act and Section 54 of the Ontario Water Resources Act. If the upgrades include work on the sanitary sewage collection, Section 19 would also require the County of Peterborough's consent.

The Township of Cavan Monaghan has always been willing to discuss the development of employment lands that will benefit the Region and therefore please advise should the City wish to move forward with these discussions.

Attachments:

1. City of Peterborough letter dated November 6, 2020
2. Report C.A.O. 2020-11
3. Report C.A.O. 2019-04

Sincerely,

A handwritten signature in black ink, appearing to read "Scott McFadden", with a long horizontal flourish extending to the right.

Mayor McFadden and Township Council

- c.c. Laurie Scott, Minister of Infrastructure
- c.c. Steve Clark, Minister of Municipal Affairs and Housing
- c.c. Dave Smith, MPP for Peterborough-Kawartha
- c.c. Sandra Clancy, C.A.O. City of Peterborough
- c.c. Iain Mudd, Manager of Planning for the County of Peterborough
- c.c. J. Murray Jones, Warden County of Peterborough



## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	December 21, 2020
<b>From:</b>	Yvette Hurley, C.A.O.
<b>Report Number:</b>	C.A.O. 2020 -11
<b>Subject:</b>	Response to Mayor Therrien letter dated November 6, 2020

### Recommendation:

That Council direct staff to draft a letter in response to Mayor Therrien's letter dated November 6<sup>th</sup>, 2020 to be forward onto the City of Peterborough.

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### Overview:

Mayor McFadden received a letter from Mayor Therrien dated November 6<sup>th</sup>, 2020, Re: Land Discussions. (Attached)

The letter is written on behalf of the City of Peterborough Council requesting that the Township of Cavan Monaghan re-initiate negotiations, which would include a boundary adjustment with the City. In addition, the letter has requested that the Township respond by January 8, 2021.

We did receive confirmation via email on November 17<sup>th</sup>, 2020 that the City of Peterborough has no new motion from City Council and therefore the most recent motion on record, dated February 20, 2018 is as follows:

That staff continue to work with the Township of Cavan Monaghan, County of Peterborough and the Province to complete a boundary adjustment to bring the airport lands in to the City of Peterborough.

The Township responded to the City's motion of February 20<sup>th</sup>, 2018 with both the City and the Township sending a joint letter to then Minister Bill Mauro on March 29<sup>th</sup>, 2018. There were no formal discussions between both parties during the balance 2018. On March 4<sup>th</sup>, 2019 Township Staff took the attached Report CAO 2019-04 to provide the newly elected Council an overview of the events.

Given there is no new motion, nor correspondence/studies provided by the City of Peterborough, the Township is only in a position to respond with the same motion provided on March 4<sup>th</sup>, 2019. The motion was as follows:

That the Township of Cavan Monaghan is not interested in participating in any discussion regarding annexation with the City of Peterborough; and

That Council directs Township Staff to work together with the City of Peterborough and the County of Peterborough to review cross border servicing options that will support future employment for this region.

Therefore, Staff is suggesting that Mayor McFadden and Council re-send the above motion to the City of Peterborough and suggest should there be new information/studies or a new motion from the City of Peterborough we would be in a position to entertain a response.

**Financial Impact:**

No financial impact.

**Attachments:**

1. City of Peterborough letter dated November 6, 2020.
2. Report CAO 2019-04 Employment Land Discussions with the City and County of Peterborough

Respectfully Submitted by,

Yvette Hurley  
Chief Administrative Officer



City of Peterborough  
500 George Street North  
Peterborough, ON, K9H 3R9  
peterborough.ca | 1-855-738-3755

November 6, 2020

Township of Cavan-Monaghan Council  
988 County Rd 10  
Millbrook ON  
L0A 1G0

**Attention:** Mayor Scott McFadden

**Re: Land Discussions**

Dear Township of Cavan Monaghan Council:

On behalf of the City of Peterborough Council, I want to clarify the City's position related to the long standing discussion between our municipalities related to potential boundary adjustment to facilitate additional employment and residential lands to meet the requirements of population and employment growth as outlined in the Growth Plan.

City Council is mindful of the Township's approved motions of March 4, 2019:

- That the Township of Cavan Monaghan is not interested in participating in any discussions regarding annexation with the City of Peterborough; and
- That Council directs Township Staff to work together with the City of Peterborough and the County of Peterborough to review cross border servicing options that will support future employment for this region.

One of the items that has been a focus for the City in the last two years is to complete our new Official Plan which would provide more clarity around the City's existing land and future land needs. However, this process has been delayed at the Provincial offices. Meanwhile, Highway 407 has been completed and there is certainly an interest from businesses to move away from the GTA area to our beautiful community. City Council remains willing to discuss mutual objectives with the Township of Cavan Monaghan and Peterborough County, but some type of boundary adjustment must be part of the conversation. Any notion of servicing beyond the City limits will only be entertained if discussion includes moving the Airport and some other key employment lands within the City boundary. City taxpayers have made a significant investment in the



airport and in the infrastructure to provide City services and deserve related taxation revenue and credit for any new resulting jobs.

Therefore, I would ask Township Council to respond to my request that we re-initiate negotiations which would include a boundary adjustment. And I would further ask Township Council to provide a response by January 8, 2021 providing enough time to have a council discussion but ensuring, that in a timely manner, both parties are aware of each other's intentions.

Thank you for your attention to this matter, that could have such a positive impact on our region.

Best Regards,

A handwritten signature in black ink, appearing to be "DNT".

Diane Therrien  
Mayor, City of Peterborough  
705-872-7905  
dtherrien@peterborough.ca

c.c. Yvette Hurley, CAO of Township of Cavan Monaghan  
c.c. Sandra Clancy, CAO of the City of Peterborough  
c.c. Steve Clark, Minister of Municipal Affairs and Housing  
c.c. Dave Smith, MPP for Peterborough-Kawartha  
c.c. Laurie Scott, MPP for Haliburton-Kawartha Lakes-Brock





## Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	March 4, 2019
<b>From:</b>	Yvette Hurley, CAO
<b>Report Number:</b>	CAO 2019-04
<b>Subject:</b>	Employment Land Discussions with the City and County of Peterborough

### Recommendation:

That Council directs Township Staff to continue to work together with the City of Peterborough and the County of Peterborough to review all options that will support future employment opportunities for this region.

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### Overview:

Given that we have a new Council it is important that Staff provide an update on the status of the employment land discussions with the City of Peterborough.

Township Staff took Report CAO-2017-02 before Council March 6, 2017, CAO 2017-02 this report provided an overview of the Provincial Facilitation process leading up to the creation of the Memorandum of Understanding (MOU). The MOU was not supported by the City of Peterborough Council and there was a direction to Township Staff not to renegotiate the MOU with the City of Peterborough on March 9, 2017.

On April 18, 2017 Allan Seabrooke, former CAO for the City of Peterborough made a delegation before Township Council. Mr. Seabrooke provided Council with three recommendations that the City of Peterborough passed on March 20, 2017. At that time Mr. Seabrooke noted that City Council was not comfortable with the payment schedule in the original MOU and therefore would like to renegotiate the terms with the Township. Township Council indicated they were not interested in revisiting the previous motion and renegotiating the MOU signed by the Township.

At the Regular Council meeting of May 15, 2017 Council directed Staff to seek legal assistance with regards to the boundary adjustment and continue to work with Watson & Associates and to send a letter to the Minister of Municipal Affairs, Bill Mauro requesting his assistance on the impasse of the boundary adjustment proposal.

On July 7, 2017 the Township received a letter from Minister of Municipal Affairs, Bill Mauro offering the services of the Provincial Land and Development Facilitator (PLDF) for one more day to help bring the parties together to explore solutions and/or options in hopes to resolve this longstanding issue.

A meeting was arranged by the PLDF office and the meeting was held on November 27, 2017. In attendance from the County of Peterborough was Warden Joe Taylor, CAO Troy Speck, and Iain Mudd Manager of Planning. Participants for the City of Peterborough included past Councillor Dan McWilliams, past CAO Allan Seabrooke and advisor Malcolm Hunt. Representing the Township was Mayor McFadden, Director of Public Works Wayne Hancock, CAO Yvette Hurley and advisor Gary Scandlan. There were a variety of options that were explored by all parties which would revise the previous MOU. Staff was encouraged to continue these discussions over the next year.

Mayor McFadden and Mayor Bennett sent a joint letter to Minister Mauro dated March 29, 2018.

Over the last month staff of the City, County and Township have met to discuss employment land, servicing strategies and future development moving forward.

All options will be reported back to Council for consideration and direction.

**Financial Impact**

None at this time.

**Attachments:**

1. Report CAO 2017-02
2. Ministry of Municipal Affairs letter dated July 7, 2017
3. Township/City letter to Ministry of Municipal Affairs dated March 29, 2018

Respectfully Submitted by,

Yvette Hurley  
Chief Administrative Officer



### Regular Council Meeting

<b>To:</b>	Mayor and Council
<b>Date:</b>	March 6, 2017
<b>From:</b>	Yvette Hurley, CAO
<b>Report Number:</b>	CAO 2017-02
<b>Subject:</b>	Provincial Facilitation - Memorandum of Understanding for the Benefit of Securing Employment Lands for the Region

#### Recommendations:

- 1) That Report CAO 2017-02 and the Memorandum of Understanding (MOU) dated December 7, 2016, be received for information;
- 2) That a Public Meeting be held pursuant to Section 173(3) of the **Municipal Act, 2001**, in order to receive public comments on the MOU and the Draft Restructuring Proposal: and
- 3) That in preparation for the Public Meeting, staff be directed to prepare a Draft Restructuring Proposal as required under the **Municipal Act, 2001**, and secure a venue within the North Monaghan Ward.

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#### Overview

This report outlines the terms of a Memorandum of Understanding (MOU) between the City of Peterborough, the Township of Cavan Monaghan and the County of Peterborough developed under the guidance of the Provincial Land and Development Facilitator in order to secure employment lands, capable of being serviced, for the benefit of the Region.

For several years the City of Peterborough and the Township of Cavan Monaghan have engaged in restructuring discussions of inter-municipal interest. Over the past 3 years in particular the discussions have focused on the need and opportunity to secure employment lands, capable of being serviced, for the benefit of the Region. The negotiating teams included staff from the City, County and Township.

## Provincial Land and Development Facilitator

The restructuring discussions between the City and Township involved possible boundary adjustments. The primary intent was to investigate options to secure serviced employment lands for the benefit of the Region. On March 12, 2015 the Minister of Municipal Affairs and Housing, Ted McMeekin formally appointed the Provincial Land and Development Facilitator to assist the parties to develop a local restructuring proposal that would benefit all parties (**Attachment A**). Discussions were deferred in 2015 until 2016 when the Township sought clarification and support from the Minister of Municipal Affairs, Bill Mauro letter dated September 2016 (**Attachment B**). The County of Peterborough was invited by Township and City to participate in the negotiations recognizing that a successful restructuring proposal would also require the approval of the County Council.

Pursuant to the Terms of Reference prepared by the Office of the Provincial Land and Development Facilitator, each party appointed a negotiating team comprised of municipal staff and/or authorized agents. While the negotiating teams had the authority to develop the foundations of an agreement, the process requires that the Councils of the City, Township and County endorse the negotiated settlement, hold a public meeting, and approve a formal Restructuring Proposal pursuant to the **Municipal Act, 2001**.

Under certain guiding parameters, the parties established a general framework for economic progress between July and September of 2016. The framework validated that an agreement for inter-municipal cooperation was achievable and formal negotiations took place between October and December of 2016. During this time period, the negotiating teams discussed multiple options. These options, including a joint industrial park, cross border services and phasing options were reviewed and discussed before reaching a mutually agreed upon MOU.

On December 7, 2016 the negotiations reached a successful conclusion with the execution of a Memorandum of Understanding (**Attachment C**). The MOU is founded on the following principles:

- a) The negotiating teams agreed that there is a shortage of serviced Employment Lands in the Region and that the City of Peterborough requires an Employment Land solution to meet its "Places to Grow" employment targets. The Township and County seek to be part of a solution to the Employment Land issue, in the interests of regional economic growth;
- b) The negotiating teams agreed that the inclusion of Residential Lands in a potential boundary adjustment is integral to the resolution of the Employment Land shortage;

- c) The negotiating teams acknowledge that the Peterborough Airport has been the focus of significant investment by the City of Peterborough in the last decade and therefore has been a long-standing restructuring interest of the City;
- d) The negotiating teams agreed that the Employment Lands, Residential Lands and Airport Lands which have been identified in the negotiations presently make a significant financial contribution to the economic health of the Township and County;
- e) The negotiating teams agreed that long term economic incentives, commensurate with the economic loss to both the Township and County resulting from a boundary adjustment, is a reasonable expectation; and
- f) The negotiating teams agreed that certainty should be a hallmark of the negotiation and that a guaranteed annual revenue stream over the next 25 years will allow the Township and County to fiscally plan for a future with an adjusted municipal boundary. The City agrees to initiate no further boundary adjustments involving Cavan Monaghan until at least 2041.

### **Highlights of the Memorandum of Understanding**

The MOU proposes an adjustment to the North Monaghan Ward adjacent to the western boundary of the City including a long-term plan for employment lands allocation, the Peterborough Airport, and the natural extension of Residential Lands that can be readily serviced from the City, with an anticipated effective date of January 1, 2018 (**Attachment E**).

The land in question represents 4,140 acres of land involving 336 properties in the North Monaghan Ward. Residents within the area represent 6% of the total homes in Cavan Monaghan Township housing a population of roughly 510 people. The Township taxes generated from this area is presented in (**Attachment D**) totaling \$608,000. This figure is based on the 2016 taxation levy of \$6.298 million, which represents almost 10% of the Township's annual taxation revenue.

The MOU recommends a guaranteed annual payment in quarterly installments to the Township and County for 25 years commencing on the anticipated effective date of January 1, 2018. The Township's compensation totals \$2.5M per year. The County of Peterborough annual compensation is \$475,000.

For all taxpayers within the annexed area the MOU supports a transition period for any tax increases that may be experienced under the City tax structure. The City will cap the tax increase that may be experienced at 10% per year until the full rate is achieved in year 10.

The Township's financial compensation package of \$2.5M per year replaces the existing municipal tax revenues lost due to annexation plus the loss from future taxation opportunities. The compensation returns the investment made by the Township in road assets that will be transferred to the City over 25 years at an agreed depreciated value. The Township will benefit from the development of the Employment Lands through a sharing of the anticipated tax revenues. Similarly, the Township will financially benefit from new development within the annexed Residential Lands through an annual Annexation Payment. Finally, the Township's financial compensation package includes an annual incentive payment that recognizes a timely resolution of the Boundary Adjustment.

The Township will receive compensation for the loss of 13.8 kilometers of road. The value of these assets (not including bridges, culverts) is approximately \$500,000/km.

The County's compensation package of \$475,000 per year recognizes the full value of taxation lost for 25 years as well as an agreed depreciated value of transferred assets (7.8 kilometers of County roads and Lockies Bridge).

In addition to the annual financial compensation for 25 years, the MOU provides 2 servicing allocations for the Township and County to grow their taxation base. One of the two servicing allocations is for Employment Lands recognizing approximately 90 acres west of Elmdale Road including Sysco Foods. Given the importance of securing the future of existing employers, the allocation is viewed to be in the regional interest and thus is released at no cost as development comes forward. The Township and/or users will bear the capital cost for service extensions within the Township as well as pay user fees on par with City users. The detail will be outlined in the Restructuring Proposal and implemented in the Legal Agreements.

A second servicing allocation provides the Township with a capacity equivalent to 500 single detached residential units and can be deployed in a location of the Township's choosing. The Township and/or developer will pay for development charges based on the water and wastewater charges within the prevailing City/PUSI Development Charges. In addition, the Township and/or users will bear the capital cost for service extensions within the Township as well as pay consumption fees on par with City users. The detail will be outlined in the Restructuring Proposal and implemented in the Legal Agreements.

In both of these servicing scenarios, it is acknowledged that these areas will foster new assessment growth for both the Township and County.

All parties agreed to develop a joint media release and communication strategy for the restructuring proposal.

In not all circumstances would the expected development pattern within the lands to be annexed bring municipal services to the new municipal boundary. In order to ease the financial burden on the Township and to take full advantage of the servicing allocations

the MOU commits the City to contribute \$8M towards the servicing extensions to the future municipal boundary. The details of this financial commitment and previously noted allocations will be detailed in the Legal Agreements.

### **Next Steps and Implementation**

Should Council support moving this boundary adjustment forward, the following actions are required to be carried out in accordance with Section 173 of **The Municipal Act, 2001**:

#### **1. The Holding of a Public Meeting**

**The Municipal Act, 2001**, Section 173(3), states that the council of a municipality, before it votes on whether to support or oppose a restructuring proposal, must consult with the public by giving notice of and by holding at least 1 public meeting. Comments from the public may be considered and therefore additional direction may be required.

#### **2. The Preparation of a Restructuring Proposal**

While the MOU captures the essential terms of the interests between the City and the Township and the County, the MOU is not in a form that qualifies as a Restructuring Proposal suitable for submission to the Minister of Municipal Affairs pursuant to Section 173 (1) of **The Municipal Act, 2001**. Once prepared the Restructuring Proposal will be presented to each of the three Councils, and each Council will be required to pass a by-law indicating formal evidence of their support for the Restructuring Proposal. The Restructuring proposal will confirm the new municipal boundaries.

#### **3. The Preparation of Legal Agreements to Give Effect to the MOU**

The MOU contains many long-term financial commitments between the City, Township and County that are unlikely to be articulated in any detail in a Restructuring Proposal. Matters of compensation are not matters of Provincial interest to the same extent an adjustment to a municipal boundary is. Therefore, legal agreement(s) must be prepared to capture the commitments of the MOU including any implementation details that will give clarity to the interpretation of the MOU. The agreements would come into full force and effect with the Minister's approval of the Restructuring Proposal.

#### **4. First Nations Consultation**

Municipalities are expected to consult with Aboriginal peoples on the restructuring proposal. The consultation will include written notification of the proposal and an offer to present the proposal to their respective Councils.

## 5. Council Approval

Following the preparation of the Restructuring Proposal and the Legal Agreements to implement the MOU, and the holding of the requisite public meeting, a meeting of each council must be held to pass by-laws supporting the Restructuring Proposal and all agreements. It is recommended that the Council meeting be held after the public meeting in May 2017 so that the formal submission of the Restructuring Proposal to the Province can be made by the end of May. This timeline gives the Province six to seven months to review the proposal and approve it by the proposed implementation date of January 1, 2018.

### Summary

The signing of the MOU represents a significant step in the relationship between the Township of Cavan Monaghan and the City of Peterborough. The MOU envisions a long term solution for the shortage of serviced employment lands within the Region. In return, the MOU envisions a compensation package for the Township and County that provides long term financial certainty commensurate with the impacts of a significant boundary adjustment.

### Highlights

- Boundary adjustment involving 4,140 acres.
- Annual financial payment of \$2.5 million to the Township for 25 years (\$62.5 million total).
- Annual financial payment of \$475,000 to the County of Peterborough (\$11.875 million total).
- Approximately 1,267 acres have environmental constraints.
- Servicing allocation intended for Sysco and additional employment lands in this general area of the Township.
- Equivalent capacity for 500 servicing units to provide/allow for new assessment growth in the Township (location to be determined through the Planning & Engineering process).
- \$8 million dollars paid by the City towards servicing extensions to the new boundary, as requested by the Township (studies/construction).
- Within the annexed area, residents will have any increase that may be experienced under the City tax structure capped at 10% per year for 10 years.
- All Township services within the new annexed area will be incorporated into the City of Peterborough.
- Date of boundary adjustment proposed for January 1, 2018.

## **Financial Impact**

The boundary adjustment will cause both immediate and long term Operating and Capital budget impacts. These budget impacts will be subject to the normal processes that have been established for procurement, budgetary and reporting purposes. The Township will no longer provide municipal services within the 4,140 acres. Further discussions will be required to clarify services for both the Township and the County.

**Township Assessment:** The taxation revenue for the Township, involving the 336 properties in the MOU, was approximately \$600,000 in 2016. This taxation revenue is the projected \$600,000 annual loss that represents approximately 10% of the total municipal annual taxation revenue received by the Township.

**Engineering and Infrastructure Planning:** The MOU commits the City to contribute \$8 M for two Servicing Allocations for the Township and County to grow their tax-base. The funds will be used to extend existing services within the City to the future municipal boundary. Given the time required for the applicable studies to be completed, design and necessary approvals, it is anticipated that construction could take place in approximately 4 to 7 years. Any costs incurred over and above the \$8 M will be the responsibility of the Township. The Township is also responsible for costs incurred on Township land to access the City infrastructure.

**Waste Management:** Waste collection and recycling collection will be managed through the City's operating and capital budgets in the future. The Township will have an overall change to the waste management program resulting in a budget reduction.

**Transportation/Environmental:** Road maintenance, winter control, grass cutting, weed control will be managed through the City's operating and capital budgets in the future. This service change would result in a decrease to the Township.

**Police Services:** Under the existing tri-party agreement with the Township of Cavan Monaghan, the City and the Peterborough Police Services Board, the City provides policing services to the Township on a contracted, fee for service basis. This agreement may be adjusted to reflect the new annexed lands resulting in future discussions among the parties.

**Fire Protection:** The Township currently has an Automatic Aid Agreement with the City. This agreement will be adjusted to reflect the new annexed lands.

Each municipality will be responsible for engaging their lawyers to prepare the agreements.

## **Attachments:**

- A-Minister Ted McMeekin Minister of Municipal Affairs dated March 12, 2015
- B-Minister Bill Mauro Minister of Municipal Affairs dated September 15, 2016
- C-Memorandum of Understanding

D-Watson & Associates background information  
E-Boundary Area Map  
F-Peterborough County Map 1993  
G-Current City of Peterborough Boundary  
H-Role and Mandate of the Provincial Development Facilitator

Respectfully submitted by,

Yvette Hurley  
Chief Administrative Officer

**Ministry of  
Municipal Affairs  
and Housing**  
Municipal Services Division  
777 Bay Street - 16th Floor  
Toronto ON M5G 2E5  
Telephone: 416 585-6429  
Fax: 416 585-6445

**Ministère des  
Affaires municipales  
et du Logement**  
Division des services aux municipalités  
777, rue Bay, 16<sup>e</sup> étage  
Toronto ON M5G 2E5  
Téléphone : 416 585-6429  
Télécopieur : 416 585-6445



MAR 12 2015



MIN- 2015-065949

Ms. Yvette Hurley, CAO  
Township of Cavan Monaghan  
988 County Road 10  
Millbrook, ON L0A 1G0

BY:.....

**Re: Provincial Development Facilitator Assistance – Ongoing Boundary  
Discussions**

Dear Ms. Hurley:

I am writing with respect to the ongoing discussions between the Township of Cavan Monaghan and the City of Peterborough regarding possible boundary adjustments between the Township and City. I am aware that you have previously sent correspondence to my Cabinet colleague Minister Brad Duguid, MEDEI, requesting the services of the Provincial Development Facilitator, Ms. Paula Dill, to assist with this exercise.

This letter is to confirm that Ms. Paula Dill will assist the Township and the City in working towards a mutually agreed upon consensus on a proposed restructuring proposal. Please note that any proposal would have to be supported by the councils of both municipalities, as well as County council, before it could be considered by the Province.

Best wishes for a successful conclusion to your discussions and a local solution that benefits all parties.

Best regards,

**Ted McMeekin  
Minister**

- c. Laurie LeBlanc, Deputy Minister of Municipal Affairs and Housing  
Paula Dill, Provincial Development Facilitator  
Larry Clay, Assistant Deputy Minister – Ontario Growth Secretariat  
Liz Harding, Assistant Deputy Minister – Municipal Services Division

RECEIVED  
SEP 16 2016

Ministry of  
Municipal Affairs

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-7000  
Fax: 416 585-6470

Ministère des  
Affaires municipales

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-7000  
Télééc. : 416 585-6470

BY:-----



Ontario

SEP 15 2016

16-70717

Ms. Yvette Hurley  
Chief Administrative Officer  
Township of Cavan Monaghan  
988 County Road 10  
Millbrook ON L0A 1G0

Dear Ms. Hurley:

Thank you for providing an update on the ongoing discussions between the Township of Cavan Monaghan and the City of Peterborough regarding a possible restructuring proposal for the purposes of securing future employment lands.

I trust the assistance of the Provincial Development Facilitator, Ms. Paula Dill, has been helpful in your discussions thus far. Please allow me to extend my support going forward for a mutually agreeable solution between the Township and the City.

As previously communicated, please note that any proposal would have to be supported by the councils of both municipalities, as well as County council, before it could be considered by the Province.

Once again, thank you for providing an update to the government. Please accept my best wishes.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Mauro".

Bill Mauro  
Minister

c: Paula Dill, Provincial Development Facilitator  
Laurie LeBlanc, Deputy Minister - Ministry of Municipal Affairs / Ministry of Housing  
Elizabeth Harding, Assistant Deputy Minister - Municipal Services Division  
Larry Clay, Assistant Deputy Minister - Ontario Growth Secretariat

This **MEMORANDUM OF UNDERSTANDING** dated December 7, 2016

**BETWEEN:**

**THE CORPORATION OF THE CITY OF PETERBOROUGH**  
(the "City")

*and*

**THE CORPORATION OF THE TOWNSHIP OF CAVAN MONAGHAN**  
(the "Township")

*and*

**THE CORPORATION OF THE COUNTY OF PETERBOROUGH**  
(the "County")

**Preamble:**

All parties agree to seek a mutual consensus on this Memorandum of Understanding that will primarily secure serviced employment lands for the benefit of the region.

The negotiating teams for the City, Township and County support the terms below. It is acknowledged that a triple majority of Councils is required in order for the proposed annexation process to commence.

The purpose of this Memorandum of Understanding is to outline the mutual agreements that represent a local solution, as envisioned by *The Municipal Act, 2001*.

**1. The Proposed Annexation**

The parties agree to a single phase proposed annexation as depicted on Schedule A with an effective date of January 1, 2018.

**2. Term of Compensation Proposal**

The City agrees to a compensation program commencing the effective date of proposed annexation that will provide guaranteed annual funding paid on a quarterly basis to the Township and the County for a period of 25 years.

### **3. No Further Annexations**

The City agrees that the proposed annexation will satisfy the land needed from the Township beyond the planning horizon of 2041. Accordingly, the City agrees to initiate no further boundary adjustments involving Cavan Monaghan until at least 2041.

### **4. Tax Replacement Compensation**

Based on the calculations of the Township the 2016 tax loss for the Township and County represented by the proposed annexed lands is \$608,413 and \$324,322 respectively. The Township has indicated that variable revenue loss within the proposed annexation area is estimated to be \$70,000 per year. The parties agree that the same lands, due to their proximity to the City, would support additional growth that would otherwise directly benefit the Township if the opportunity was not lost due to proposed annexation.

The City will make an annual payment to the Township of \$815,000 per year for 25 years as a full and complete offset to tax loss, variable revenue loss and opportunity loss.

The City will make an annual payment to the County of \$325,000 per year for 25 years as a full and complete offset to tax loss.

### **5. Compensation for Loss of Assets**

The City agrees to compensate the Township and County for municipal assets built by the Township or County within the proposed annexed area based upon its depreciated value. The parties agree that the depreciated value of roads will be 66% of replacement costs.

There are 12.2 kilometres of Township roads within the proposed annexed area. The Township has placed a replacement value of \$500,000/km on Township roads. 12.2 kilometres, at an agreed depreciated value of \$330,000/km is approximately \$4,025,000. The City will pay the Township \$165,000 per year for 25 years as compensation for transferred assets.

There are 7.8 kilometres of County roads (which includes 1 County bridge) within the proposed annexed area. The County has placed a replacement value of \$700,000/km on County Roads. Based on a similar calculation as the Township, the depreciated value of the roads is approximately \$3.6 million. The City will pay the County \$150,000 per year for 25 years as compensation for transferred assets.

## **6. Township Participation In Employment Lands Tax Revenues**

The City will annually share 20% of the municipal portion of the tax revenues with the Township from Employment Lands that are forecasted to be developed over the next 25 years (estimated to be 225 acres). The estimated tax generation for 225 acres of fully serviced employment land would be approximately \$2,100,000 annually. The City will pay the Township \$420,000 annually for 25 years to acknowledge the Township's agreement to allow the proposed annexation to proceed and Employment Lands to be created.

## **7. Township Participation in Residential Lands Revenues**

The City will provide an annual Annexation Payment of \$300,000 for 25 years to allow the Township to receive revenues from new development in the Residential Lands.

## **8. Incentive Payment**

The parties agree that time is of the essence. As an incentive to the Township to reach a timely conclusion to the negotiations the City agrees to provide an additional annual payment of \$800,000 for 25 years to the Township in order to reach to monetary total of \$2.5 million annually for a period of 25 years.

## **9. Servicing Allocations**

### **A – Sysco, Existing Businesses and Potential Other Employment Development Lands**

The City will release servicing capacity of 58 litres per second peak flow (water and wastewater) to permit the servicing of Sysco Foods and other employment opportunities west of Sysco and south of North Monaghan Parkway (estimated area of 90 acres to be established). The City will not charge the Township for the release of water and wastewater service capacities to service these Township properties.

The Township and businesses will be responsible for the capital costs to extend services from the future municipal boundary at Elmdale Road. All users of the City services in the Township will be required to pay the City the same water and wastewater user fees or calculated equivalent (to ensure the Township users pay the same as the City users).

### **B - 500 Single Detached Unit Equivalent Servicing Allocation**

The City will provide the Township with a servicing allocation equivalent to 500 single detached residential units (40 litres per second peak flow) for the Township to use in a location of its choice.

The Township will be required to pay the prevailing water DC and the sanitary sewer component of the City's DC as well as bear the capital cost to bring the service from its terminus in the City to the Township's location of choice. In regards to non-residential DCs, the City agrees to enter into a delayed payment agreements as development proceeds, the terms of which will be defined in a legal agreement. All users of the City services in the Township will be required to pay the City the same water and wastewater user fees or calculated equivalent (to ensure the Township users pay the same as the City users).

### **C. City Capital Contribution Towards Extending/Expanding Water and Wastewater Services to City/Township Boundary**

The City will contribute \$8 million towards incremental construction costs of City water and wastewater servicing noted in A and B above, to the boundary of the City and Township that would otherwise not benefit the City. This contribution relates specifically to construction costs and does not include costs for design, Environmental Assessment, public consultation and approval process, servicing plans, (i.e. soft costs) etc. The City and Township agree to consult on any water and wastewater master plan, environmental assessment, and major construction work to service proposed annexed lands.

### **10. Capping of Tax Increase to Property Owners Subject to Proposed Annexation**

The City will provide transition capping to mitigate the increase that Township tax-payers may experience as City tax-payers following proposed annexation as follows:

For assessed properties the tax **increase** that may be experienced in the first year of proposed annexation will be capped at 10% and escalate in 10% increments until the full rate is achieved in year 10.

### **11. Implementation**

- a) The City and Township will convene a joint meeting of both Councils to seek endorsement of this Memorandum of Understanding no later than February 24, 2017.
- b) On the basis that the Councils of the City and Township endorse this Memorandum of Understanding, the City, Township and County will each hold the requisite public meeting pursuant to the *Municipal Act, 2001*, and pass the requisite by-laws to give evidence of its support for the Restructuring Proposal. The parties agree that this obligation will be completed by April 14, 2017.

- c) The parties agree to work cooperatively to complete the submission of the Restructuring Proposal to the Ministry of Municipal Affairs no later than April 28, 2017.
- d) The parties will develop a joint media release and communications strategy for the restructuring proposal.
- e) Where a proposed municipal boundary follows a road allowance the road allowance will be included in the boundary adjustment.

**12. Summary of the 25 Year Compensation Proposal**

<b>Annual Compensation</b>	<b>Township</b>	<b>County</b>
Tax Replacement	\$815,000	\$325,000
Transferred Assets	\$165,000	\$150,000
Employment Land Participation	\$420,000	NA
Annexation Payment	\$300,000	NA
Incentive Payment	\$800,000	NA
<b>Annual Financial Total</b>	<b>\$2,500,000</b>	<b>\$475,000</b>

**13. Summary of Assessment Protection/Enhancement Opportunity**

**Access to City Services**

**Employment Capacity Allocation** for 90 acres (58 litres per second) of development land west of Elmdale Road.

**General Capacity Allocation** equivalent to 500 residential units (40 litres per second) for the Township to release in its location of choice.

The negotiating parties agree to support and recommend this Memorandum of Understanding to their respective councils.

**THE CORPORATION OF THE  
CITY OF PETERBOROUGH**

**THE CORPORATION OF THE  
TOWNSHIP OF CAVAN MONAGHAN**

<Original Signed By>  
Allan Seabrooke

<Original Signed By>  
Yvette Hurley

\_\_\_\_\_  
Allan Seabrooke,  
*Chief Administrative Officer*

\_\_\_\_\_  
Yvette Hurley  
*Chief Administrative Officer*

**THE CORPORATION OF THE CITY OF  
PETERBOROUGH**

<Original Signed By>  
Malcolm Hunt

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Malcolm Hunt,  
*Special Advisor to the CAO*

**THE CORPORATION OF THE  
TOWNSHIP OF CAVAN MONAGHAN**

<Original Signed By>  
Wayne Hancock

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Wayne Hancock  
*Director of Public Works*

**THE CORPORATION OF THE COUNTY  
OF PETERBOROUGH**

<Original Signed By>  
Iain Mudd

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Iain Mudd  
*Manager of Planning*

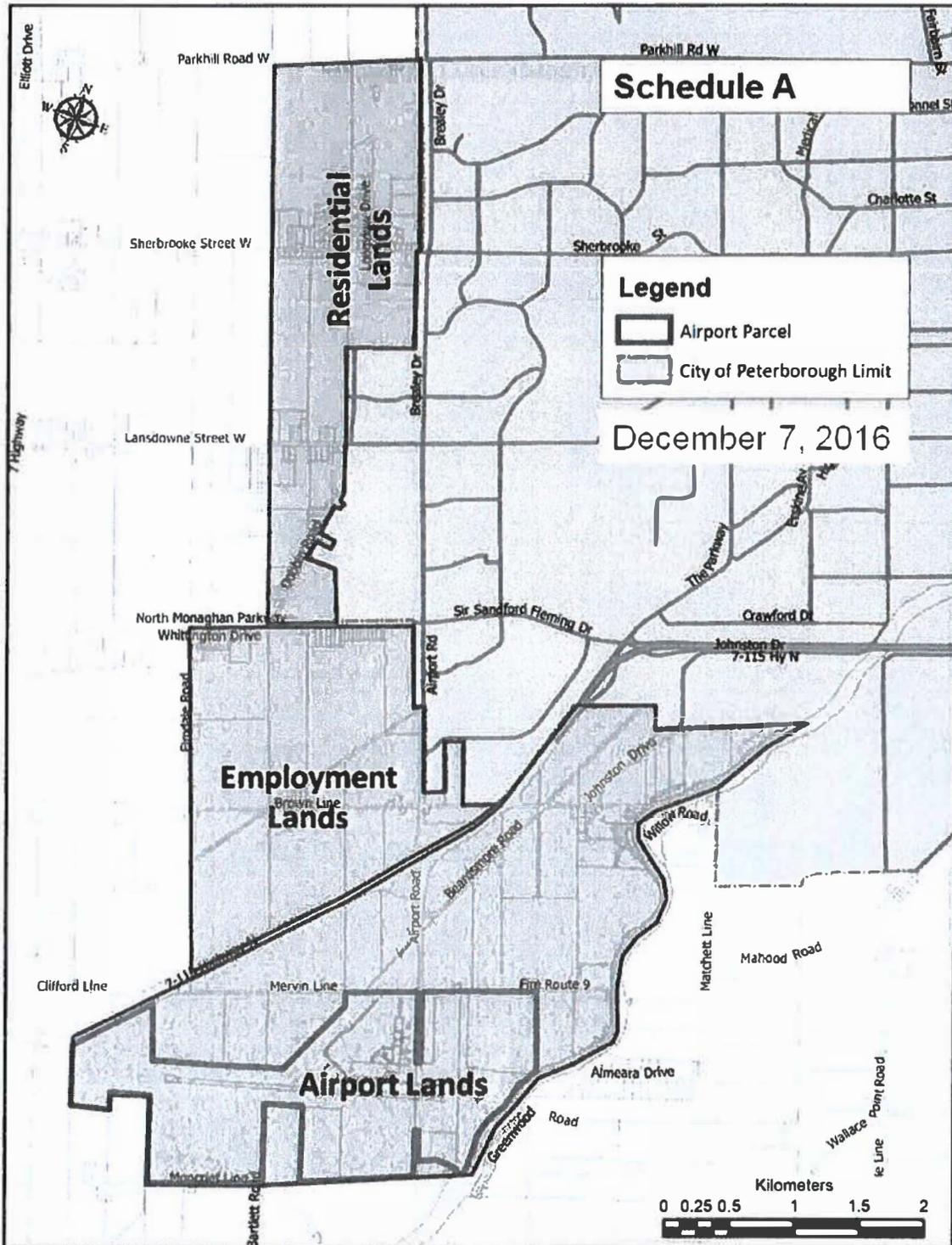
**THE CORPORATION OF THE  
TOWNSHIP OF CAVAN MONAGHAN**

<Original Signed By>  
Gary Scandlan

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Gary Scandlan,  
*Watson & Associates Economists Ltd*

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**Provincial Facilitation Discussions Between the Cavan Monaghan, The County of Peterborough and the City of Peterborough**

**– Option 2 –**

**– Privileged and Confidential–**

**With Response from all parties on Nov. 16/16**

*This document is for discussion purposes only. The contents are a preliminary perspective of staff and have not been discussed with the Councils of the Township and County. Thus this discussion document is meant only for the purpose of discussions with all parties engaging with the provincial facilitator until such time that a proposal may be advanced to the Township and County Councils for their consideration.*

**1. Land areas considered**

This option considers the potential for the three areas, known as the Airport Lands, the Employment Lands and the Residential Lands, to be annexed into the City. This option would provide for the transfer of lands with compensation paid to the Township for lost taxation revenue, asset loss compensation, loss of future taxation revenue through further developments within those lands and compensation for future development of the employment lands.

Profile summary for the land areas being considered is provided below with details provided in Appendix A.

Vacant Residential	52
Vacant Commercial/Industrial	8
Farm Properties	40
Residential (with Residences)	186
Businesses (comm or Ind)	50+

The above residences represent 6% of the total homes in Cavan Monaghan and house approximately 510 people.

The Township taxes generated from this area is presented below and totals \$608,000. Based on the 2016 taxation levy of \$6.298 million, this represents almost 10% of the Townships annual taxation revenue. The Township also generates almost \$700,000 annually in variable revenues such as licenses, permits, fines, penalties/interest on taxes, etc. This area would generate a similar percentage (10%) of these revenues.

## 2. Compensation for the Township

As discussed in prior meetings, the loss of these lands has considerable impact on the Township, both with the loss of various revenues sources but also with the potential loss of residential and employment land development over time and investments in assets. The following provides a summary of the proposed compensation to be considered by the Township.

### A. Taxation Loss

For 2016, the following taxation revenue for the Township is provided below. Annual taxation losses are over \$600,000 and represents 10% of the Township's tax levy. The City's tax rates are higher than the Township's hence, a greater revenue will be received by the City for the transfer of the lands. Details for each land area are provided in Appendix B. The Township would seek compensation for lost annual taxation revenue for a 25-year period.

#### Loss of Taxes based on 2016 Tax Rates

##### *Township/County Taxes for 2016*

Area	Cavan	County	Education	Total
Airport Lands	138,716	73,944	142,737	355,397
Employment Lands	110,166	58,725	75,615	244,506
Residential Lands	359,531	191,652	156,530	707,713
<b>Total</b>	<b>608,413</b>	<b>324,322</b>	<b>374,881</b>	<b>1,307,616</b>

##### *New City Taxes (based on 2016 tax rates)*

Area	City	Education	Total
Airport Lands	307,481	142,737	450,218
Employment Lands	246,083	75,615	321,698
Residential Lands	732,311	156,530	888,841
<b>Total</b>	<b>1,285,875</b>	<b>374,881</b>	<b>1,660,757</b>

Difference	230,350	122,791	-	353,141
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### B. Variable Revenue Loss

The following table presents the variable revenues (i.e. licenses, permits, fines, penalties/interest on taxes, etc.) for the year 2015. The potential loss due to businesses and residents being annexed into the City is expected to be in the \$70,000 range. The Township would seek compensation for lost annual taxation revenue for a 25-year period.

2015 Variable Revenues	\$
Recreation Fees	165,099
Library	8,691
Licences/Permits	171,057
Penalties/Interest on Taxes	160,377
Investment Inome	108,399
Donations	71,382
<b>Total</b>	<b>685,005</b>

### C. Taxation Revenue Loss for Potential Residential Development

As noted in Appendix A, there are over 50 existing vacant residential properties. While some of these properties are within the residential Land area, two-thirds are in the other lands. There are also farm properties which could easily get a severance. The lost opportunity for taxation revenue for these lands should be compensated. Based on the following, the Township would look for \$200,000 annual revenue for 25 years as compensation.

Assessment	500,000
Twp Taxes	3,800
Assume 50 homes	50
Potential Tax Loss over time	190,000

### D. Compensation for Loss of Assets

Within the land areas, the Township owns 13.8 kilometers of roads. The value of the assets (not including bridges, culverts, etc. is approximately \$500,000/km. The following provides for the lost asset value associated with the annexation of these lands. Compensation could be either in a lump sum or based on a simple 25 year repayment (i.e. \$275,000 per year for 25 years).

Road Lengths	Kms
Airport Lands	5.4
Employment Lands	5.2
Residential Lands	3.2
Total	13.8
Cost/Km	500,000
Asset Value	6,900,000

### E. Annexation Payment

The City offered a payment for the residential lands portion of the annexation. The offer provided for a dollar amount per unit for a 20-year period. As we understand, the lands will potentially yield 4,500 units. As was discussed, the transfer of the lands provides no guarantees as to how quickly the City can and will proceed with the lands. The Township would there request a guaranteed payment of either a lump sum or payment over a 25-year period. Based on the noted offer and the comments above, the following calculation is provided.

Unit Type	Units	Compensation per Unit (\$)	\$
Singles (60%)	2,700	2,000	5,400,000
Multiples (20%)	900	1,700	1,530,000
Apartments (20%)	900	1,200	1,080,000
Total Units	4,500		8,010,000
Annual Payment based on 25 Years			320,400

#### F. Payment for Employment Lands

The City has offered 20% of the potential taxation revenues to be derived from the development of these lands. From the information provided, the land area would provide the equivalent of 3 Industrial Parks the size of Major Bennet Industrial Park. The annual taxation revenues for this park are approximately \$1.5 million per year. Hence the potential annual City taxation revenue to be experienced over time is \$4.5 million (3 x \$1.5 million). The corresponding contribution to the Township is \$900,000 per year (i.e. 20% of \$4.5 million). As was discussed, the transfer of the lands provides no guarantees as to how quickly the City can and will proceed to develop the lands. The Township would there request a guaranteed payment for the full amount over a 25-year period.

#### Summary of Offer Made by the City

##### *Summary of Township Compensation Request and City Offer*

Compensation Item	Annual Payment over 25 Years		
	Township Request	City Offer	Difference
A. Taxation Loss	608,413		
B. Variable Revenue Loss	70,000		
C. Taxation Revenue Loss for Potential Residential Development	190,000		
D. Compensation for Loss of Assets	275,000		
E. Annexation Payment	320,400		
F. Payment for Employment Lands	900,000		
Total	2,363,813	2,300,000	(63,813)

### **3. County Related Compensation**

Preliminary comments have been received from the County and are included herein to ensure all related matters are presented in one document. The County has requested the following:

- As noted in Section A, the loss of taxation revenue to the County is \$324,300 annually. Similar to the Township, the County would seek compensation for lost annual taxation revenue for a 25-year period.

- As per Section D, the County will lose 7.8 km of County roads. At \$433,000/km for a rural County road, the County would seek compensation of \$3,377,400.00 plus \$1 million for the Lockie Bridge for a combined total of \$4,377,400.00.
- As per Section E, the County would seek a similar payment as the Township based on the following:

Unit Type	Units	Compensation per Unit (\$)	\$
Singles (60%)	2,700	400	1,080,000
Multiples (20%)	900	340	306,000
Apartments (20%)	900	240	216,000
Total Units	4,500		1,602,000
Annual Payment based on 25 Years			64,080

- As per Section F, the County would wish to receive similar compensation as the Township however they would ask for 5% of the potential taxation revenues (vs. the Township's 20%) to be derived from the development of the employment lands.

#### **Summary of Offer Made by the City**

##### ***Summary of County Compensation Request and City Offer***

Compensation Item	Annual Payment over 25 Years		
	County Request	City Offer	Difference
A. Taxation Loss			
D. Compensation for Loss of Assets			
E. Annexation Payment			
F. Payment for Employment Lands			
Total	500,000.00	455,000.00	(45,000.00)

#### **4. Items agreed on November 16 – addition costing required**

- City Agrees to a single-phase annexation which includes the Residential, Employment and the Airport lands (Map should be attached and lands identified)  
Township to be paid \$2.3M annually  
County to be paid \$500,000 annually
- City accepts fixed annual funding (noted above) over 25 years
- The City will initiate no further boundary adjustments involving Cavan Monaghan until 2041
- Residential taxation increases will be capped at a 10% increase for the first year and will escalate in 10% increments over a 10 year period

- The City will extend municipal services to Elmdale Road capable of servicing Sysco Foods and other lands within the area. (Map to be attached) (timelines needs to be discussed and cost confirmed?)
- City will provide servicing allocation (W/WW) for equivalent of 500 units for the purpose of providing full municipal services to the Fraserville area – (timelines for both sanitary and water and the extent of the City's infrastructure to be confirmed including costing). Question: present status of the Airport EA City to review. (Map to be attached)

Township requested to forward this draft document on to the City for review and update.

Further discussion required.

**Based on Discussions at November 16, 2016**

**Appendix A**

**Property Profile by Area**

Property Code	Description	Airport Lands	Employment Lands	Residential Lands	Total
100	Vacant residential land not on water *	15	5	16	36
102	Conservation Authority Land	1	0	0	1
105	Vacant commercial land *	0	0	1	1
106	Vacant industrial land *	4	1	2	7
110	Vacant residential/recreational land on water *	7	0	0	7
130	Non-bulidable land (walkways, buffer/berm, storm water management pond, etc.)	1	0	0	1
200	Farm property without any bulldings/structures	3	1	2	6
201	Farm with residence - with or without secondary structures; no farm outbulldings	1	0	0	1
210	Farm without residence - with secondary structures; with farm outbulldings	0	0	1	1
211	Farm with residence - with or without secondary structures; with farm outbulldings	4	3	4	11
221	Farm with residence - with commercial/Industrial operation	0	3	0	3
260	Vacant residential/commercial/Industrial land, owned by a non-farmer with a portion being farmed	3	2	4	9
261	Land owned by a non-farmer improved with a non-farm residence with a portion being farmed	2	9	2	13
262	Land owned by a farmer improved with a non-farm residence with a portion being farmed	4	0	0	4
301	Single-family detached (not on water)	9	33	118	160
303	Residence with a commercial unit	2	2	0	4
304	Residence with a commercial/Industrial use building	6	0	2	8
313	Single-family detached on water	3	0	0	3
322	Semi-detached with both units under one ownership	0	1	2	3
333	Residential property with three self-contained units *	0	0	1	1
391	Seasonal/recreational dwelling - first tier on water	3	0	0	3
395	Seasonal/recreational dwelling - not located on water	1	0	0	1
400	Small office building, generally single tenant or owner-occupied under 7,500 square feet	0	1	0	1
410	Retail – one storey, generally under 10,000 square feet	0	0	5	5
421	Specialty automotive shop/auto repair/collision service/car or truck wash	0	0	1	1
422	Auto dealership	0	0	3	3
482	Surface parking lot - used in conjunction with another property	0	0	1	1
492	Marina - located on waterfront - defined as a commercial facility for the maintenance, storage, service and/or sale of watercraft	5	0	0	5
520	Standard industrial properties not specifically identified by other Industrial Property Codes	0	2	0	2
540	Other industrial (all other types not specifically defined)	0	3	0	3
605	School (elementary or secondary, including private)	0	0	1	1
700	Place of worship - with a clergy residence	0	0	2	2
739	Local government airport	3	0	0	3
	<b>Total</b>	<b>77</b>	<b>66</b>	<b>168</b>	<b>311</b>

### Appendix B

### 2016 Taxation Revenue by Area

**Airport lands**

Type	Cavan	County	Subtotal	Education	Total
Farm	965	514	1,480	289	1,769
Residential	65,341	34,831	100,172	19,105	119,277
Commercial	3,822	2,037	5,859	5,927	11,785
Industrial	68,588	36,562	105,149	117,416	222,566
<b>Total</b>	<b>138,716</b>	<b>73,944</b>	<b>212,660</b>	<b>142,737</b>	<b>355,397</b>

City Equivalent Taxes	City	Education	Total
Farm	1,930	289	2,219
Residential	130,645	19,105	149,750
Commercial	11,130	5,927	17,056
Industrial	163,777	117,416	281,193
<b>Total</b>	<b>307,481</b>	<b>142,737</b>	<b>450,218</b>

<b>Difference (City less Twp/Cnty)</b>	<b>94,821</b>	<b>-</b>	<b>94,821</b>
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**Employment lands**

Type	Cavan	County	Subtotal	Education	Total
Farm	2,407	1,283	3,690	721	4,411
Residential	75,497	40,245	115,742	22,622	138,364
Commercial	25,336	13,506	38,842	43,373	82,215
Industrial	6,925	3,692	10,617	8,898	19,515
<b>Total</b>	<b>110,166</b>	<b>58,725</b>	<b>168,891</b>	<b>75,615</b>	<b>244,506</b>

City Equivalent Taxes	City	Education	Total
Farm	4,813	721	5,534
Residential	150,951	22,622	173,573
Commercial	73,783	43,373	117,157
Industrial	16,537	8,898	25,435
<b>Total</b>	<b>246,083</b>	<b>75,615</b>	<b>321,698</b>

<b>Difference (City less Twp/Cnty)</b>	<b>77,192</b>	<b>-</b>	<b>77,192</b>
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Residential lands

Type	Cavan	County	Subtotal	Education	Total
Farm	2,145	1,143	3,288	643	3,931
Residential	324,020	172,723	496,742	98,922	595,664
Commercial	950	507	1,457	1,472	2,929
Industrial	32,416	17,280	49,696	55,493	105,189
<b>Total</b>	<b>359,531</b>	<b>191,652</b>	<b>551,183</b>	<b>156,530</b>	<b>707,713</b>

City Equivalent Taxes	City	Education	Total
Farm	4,288	643	4,931
Residential	647,851	98,922	746,773
Commercial	2,768	1,472	4,240
Industrial	77,404	55,493	132,897
<b>Total</b>	<b>732,311</b>	<b>156,530</b>	<b>888,841</b>

<b>Difference (City less Twp/Cnty)</b>	<b>181,128</b>	<b>-</b>	<b>181,128</b>
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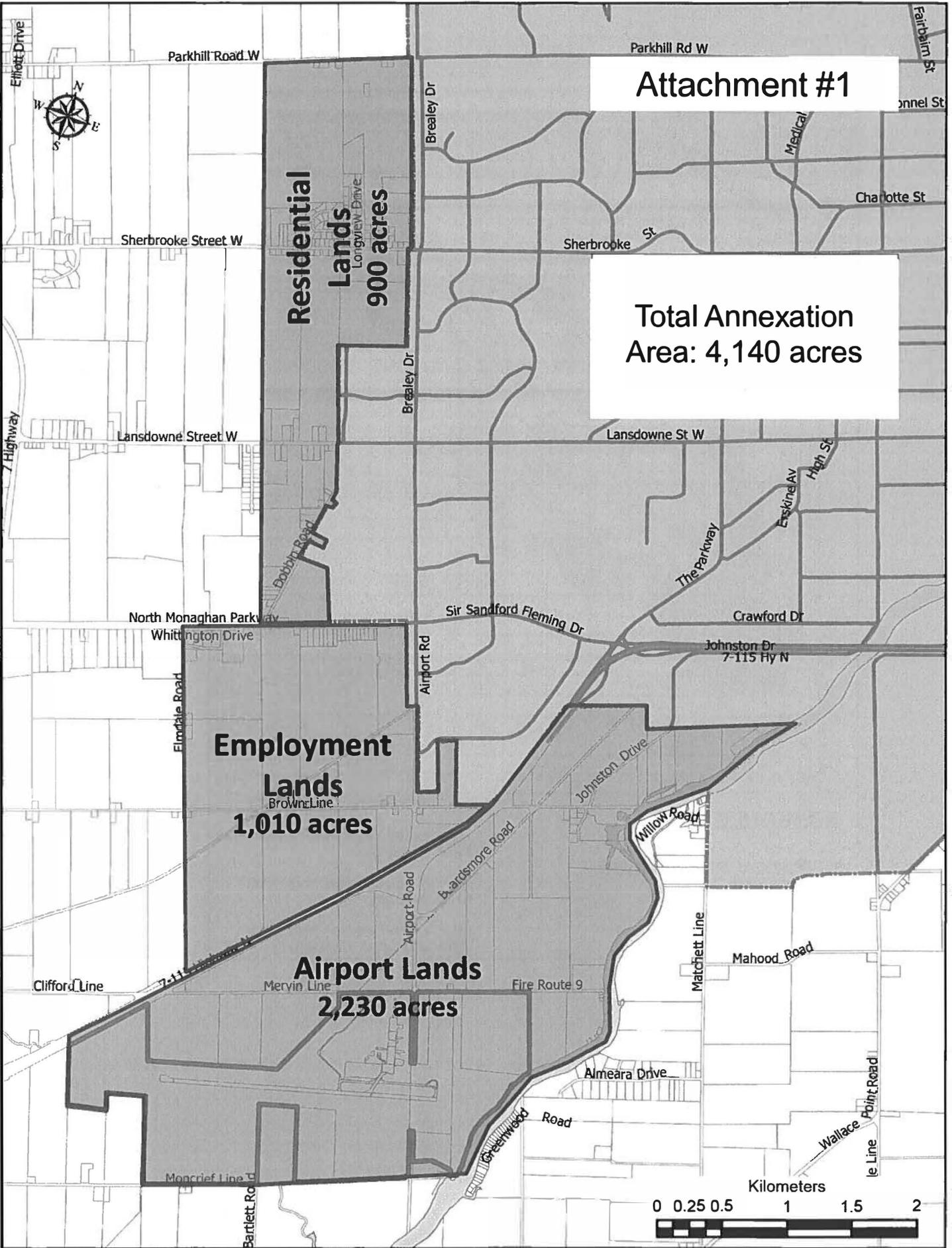
# Attachment #1

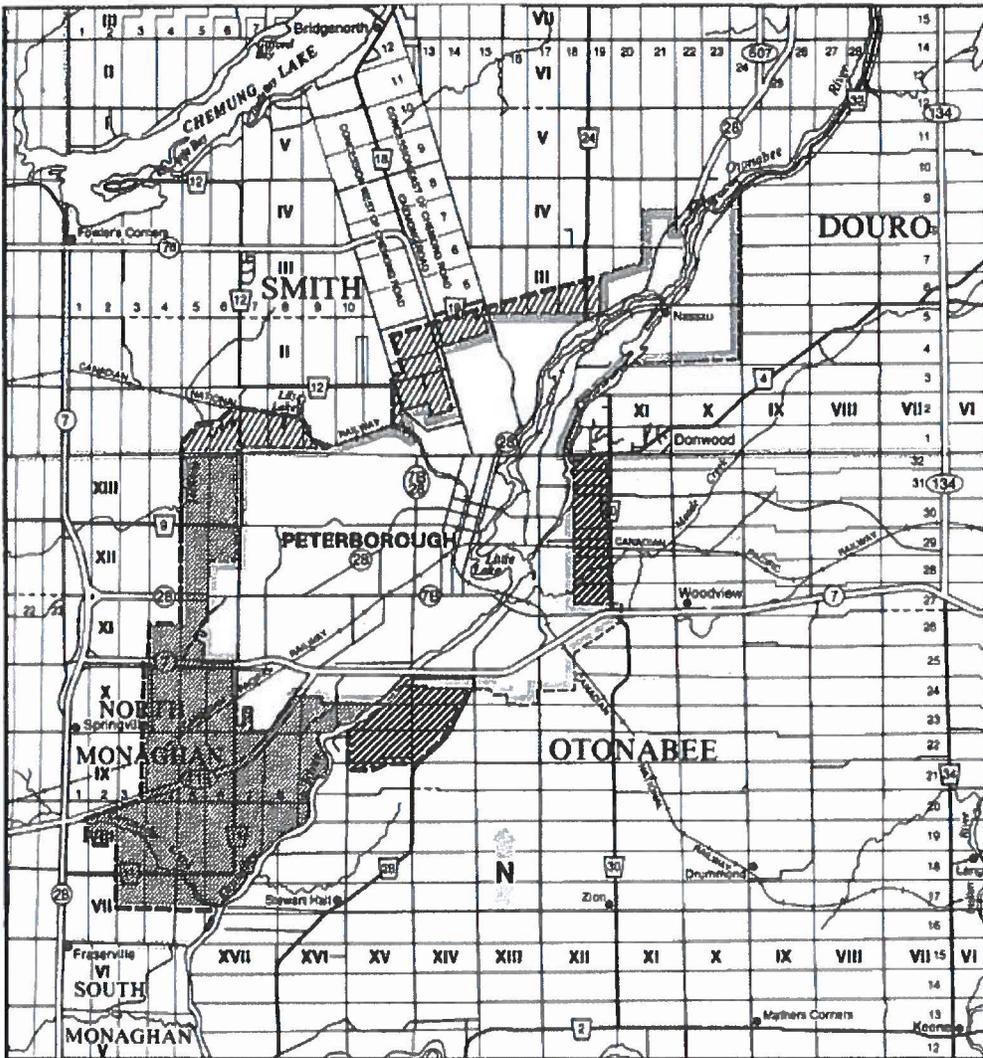
Total Annexation  
Area: 4,140 acres

**Residential  
Lands  
900 acres**

**Employment  
Lands  
1,010 acres**

**Airport Lands  
2,230 acres**



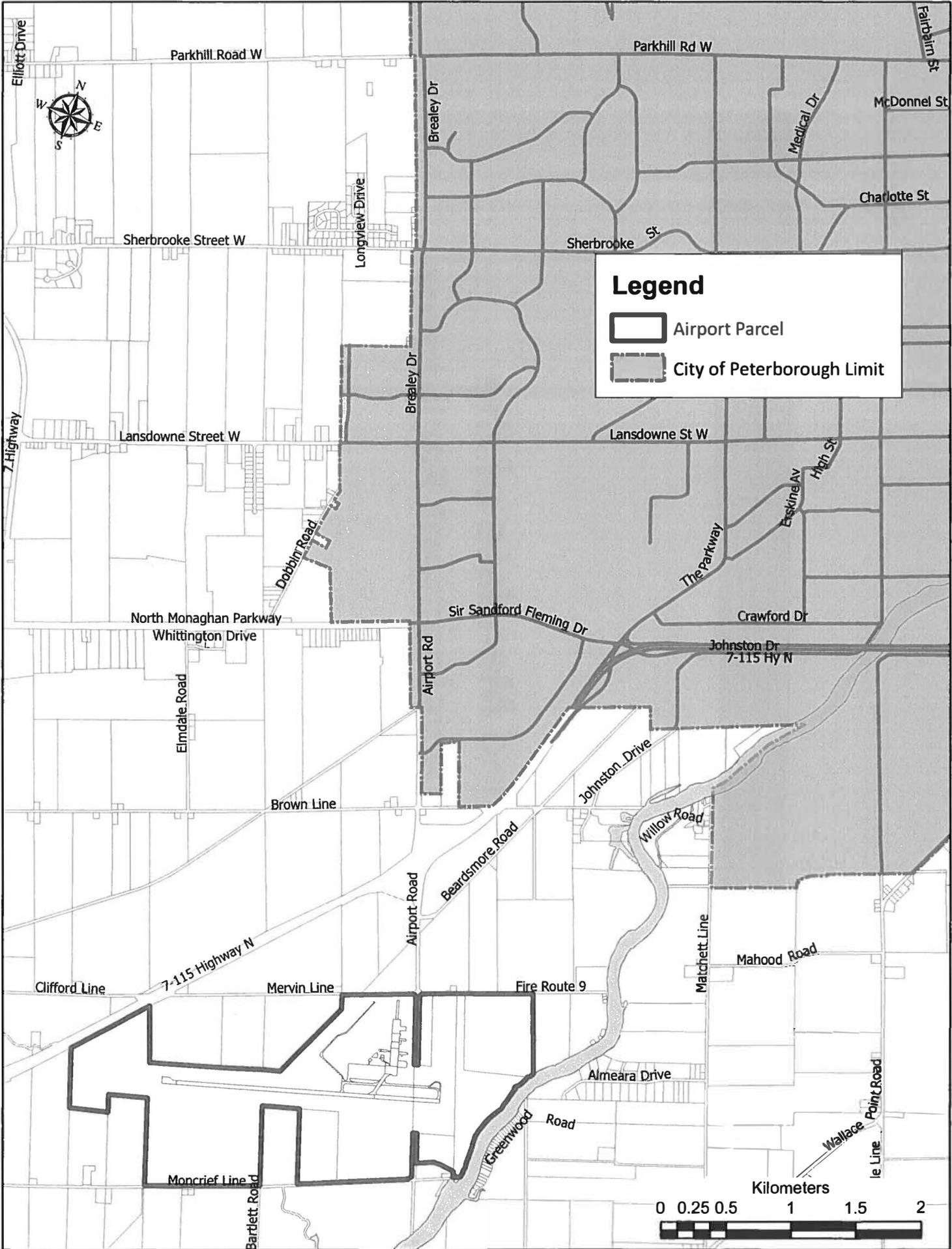


**SCHEDULE 'C'**

**A PROPOSAL FOR BOUNDARY  
ADJUSTMENT**

**THE RESTRICTED CITY**

-  **Lands Required from Otonabee Township**
-  **Lands Required from Smith Township**
-  **Lands Required from North Monaghan Township**

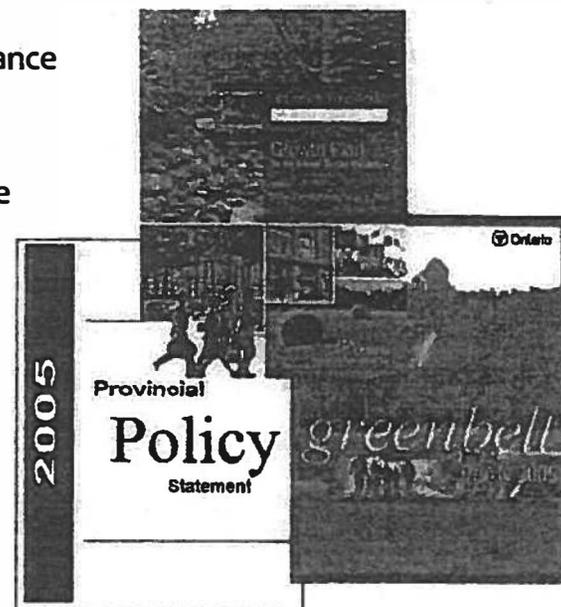


*Attachment 1*

# **Role and Mandate of the Provincial Development Facilitator**

## Mandate

- The Office of the Provincial Development Facilitator was established in 2005 to help the Province, municipalities, landowners and community groups and other stakeholders resolve issues related to growth management, land use and infrastructure planning, and environmental protection.
- Any individual, municipality or business can request assistance from the Office of the Provincial Development Facilitator, which operates in an independent and impartial manner.
- The Minister of Infrastructure may identify projects for the attention of the PDF.
- Requests for the PDF's involvement on a project can be made to the PDF directly or to the Minister.
- Requests for assistance will be considered in the context of provincial objectives.



## Mandate

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- General criteria for Provincial Development Facilitator involvement include:
  - Willing parties that have agreed to negotiate in a constructive manner and on a confidential, without prejudice basis.
  - The facilitation request relates to ongoing, large-scale planning and/or long-standing matters with infrastructure and/or environmental issues that are overarching in nature and may cross municipal boundaries and/or watersheds;
  - The matter appears to fall under the mandate(s) of two or more provincial ministries and/or agencies, and it is unclear which ministry/agency may have the lead in terms of coordinating a provincial response; and,
  - The matter arises out of the implementation of the Growth Plan for the Greater Golden Horseshoe, the Provincial Policy Statement, the Greenbelt Act and Plan, or other relevant provincial legislation, plans and/or policies.
  - Any agreement achieved by the parties with the Provincial Development Facilitator will abide by the existing provincial and federal legislative framework.

## PDF Role

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- At the direction of the Minister, the PDF will provide impartial mediation and facilitation services to help the parties identify common ground and if possible, find a mutually acceptable agreement.
- The PDF can only provide advice and is not in a decision-making role. The PDF is operationally located in the Ministry of Infrastructure and reports to the Minister of Infrastructure.
- Where requested by the Government, the PDF may also provide advice to ministers on emerging policy issues.
- When prioritizing external requests for facilitation services, the Provincial Development Facilitator will have regard for time constraints, the interests of the various parties, and any outstanding legal matters, including tribunal hearings and/or active litigation.

## Why engage the OPDF?

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- There is limited capacity in the Province to address complex, cross-cutting, multi-jurisdictional issues in a timely manner.
- The OPDF focuses efforts on large, multi-faceted issues that involve numerous parties. Affected ministries may not have the staff resources, expertise, and time to oversee and coordinate an expedient and timely strategy to resolve such matters.
- The PDF process enhances the Province's capacity to integrate and coordinate decision-making within and between ministries as well as between different levels of government.
- Through MOI, the OPDF can draw upon technical, legal, and professional staff of other ministries in a way that reduces the impact on ministry resources.
- In the case of Ontario Municipal Board referrals, the PDF works with various parties to resolve issues up-front, thus avoiding lengthy and costly hearings before the Ontario Municipal Board.
- The PDF process provides a "third-party" perspective, while protecting the Provincial Interests.

**Paula Dill, Provincial Development Facilitator**

**Telephone: 416-325-9764**

**Email: [Paula.Dill@ontario.ca](mailto:Paula.Dill@ontario.ca)**

**Ministry of  
Municipal Affairs**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M5G 2E5  
Tel.: 416 585-7000  
Fax: 416 585-6470

**Ministère des  
Affaires municipales**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M5G 2E5  
Tél. : 416 585-7000  
Télééc. : 416 585-6470



JUL 07 2017

MMA-2017-073815

Your Worship  
Mayor Scott McFadden  
Township of Cavan Monaghan  
988 County Road 10  
Millbrook, ON L0A 1G0

Dear Mayor McFadden:

I am writing in response to Council's request, sent by Ms. Yvette Hurley, Chief Administrative Officer, on May 18, 2017 for my assistance related to the boundary adjustment discussions between the Township of Cavan Monaghan and the City of Peterborough.

As you know, in response to a request from all affected municipalities, the Provincial Land and Development Facilitator (PLDF) was directed to assist in these boundary discussions. I understand that the PLDF was successful in facilitating an agreement, resulting in a memorandum of understanding (MOU), signed by all municipalities on December 7, 2016.

The MOU subsequently received the support of both the Township and County councils, but was not supported by Peterborough City council, which has sought to re-open negotiations. The councils of the Township of Cavan Monaghan, City of Peterborough and County of Peterborough have now all passed resolutions requesting that I intervene in this matter.

As indicated previously, I remain willing to consider a restructuring proposal that has the support of the affected municipalities, and I encourage you to work locally to reach such an agreement.

Understanding that there has been an agreement between the parties in the past, I would like to offer the services of the PLDF for one more day to help bring the parties together to explore whether there is a way to resolve this longstanding issue. Township staff will be contacted by the office of the PLDF in the near future to make the arrangements.

Once again, thank you for writing.

Sincerely,

A handwritten signature in black ink, appearing to read "Bill Mauro".

Bill Mauro  
Minister

c: Ms. Yvette Hurley, Chief Administrative Officer, Township of Cavan Monaghan  
The Honourable Jeff Leal, Minister of Agriculture, Food and Rural Affairs  
Laurie Scott, MPP



City of  
**Peterborough**

500 George Street North, Peterborough, Ontario, K9H 3R9

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**Office of the Mayor**

March 29, 2018

The Honourable Bill Mauro  
Minister of Municipal Affairs  
17<sup>th</sup> Floor – 777 Bay Street  
Toronto, Ontario  
M5G 2E5

**Re: Peterborough Region employment lands discussions**

Dear Minister Mauro,

Thank you for your assistance with facilitating municipal boundary change discussions between the Township of Cavan Monaghan and the City of Peterborough. While our municipalities have so far been unable to reach a mutually agreeable outcome on a larger boundary adjustment, we remain committed to addressing the Peterborough Region's need for additional employment lands. With that focus in mind, once negotiations have reached a mutually agreeable outcome, we will then look to re-engage with Provincial Land & Development Facilitator Paula Dill on a potential smaller boundary adjustment purely based on employment lands.

Sincerely,

Daryl Bennett  
Mayor  
City of Peterborough

Scott McFadden  
Mayor  
Cavan Monaghan Township

Cc: the Honourable Jeff Leal, Peterborough MPP, Minister of Agriculture, Food and Rural Affairs and Minister Responsible for Small Business