



## Township of Douro-Dummer Agenda for a Regular Meeting of Council

Tuesday, March 3, 2020, 5:00 p.m.

Council Chambers in the Municipal Building

Please note, that Council may, by general consensus, change the order of the agenda, without prior notification, in order to expedite the efficiency of conducting business

All Cell Phones and other electronic Recording Devices must be turned off or removed from the Council Chambers prior to the commencement of the meeting.  
A request to use any such device may be considered by Council.

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**Minutes of the Special Meeting of Council of the Township of Douro-Dummer, held on February 18, 2020 at 3:00 p.m. in the Council Chambers of the Municipal Building.**

**Present:** Mayor - J. Murray Jones  
Deputy Mayor – Karl Moher  
Councillor, Douro Ward – Heather Watson  
Councillor, Dummer Ward – Shelagh Landsmann  
Councillor at Large – Thomas Watt  
Temporary C.A.O. – Martina Chait-Hartwig  
Clerk/ Planning Coordinator – Crystal McMillan  
Treasurer – Darlene Heffernan  
Senior Administrative Assistant – Vanessa Sweeting

**Also Present:** Manager of Public Works – Harold Nelson  
Manager of Parks & Recreation – Vicki Hallam  
Chief Building Official – Brian Fawcett

1. The purpose of this Special Meeting is to review the draft Budget for 2020 and receive a delegation on the 2018 Draft Consolidated Financial Statements.
2. The Mayor called the meeting to order at 3:01 p.m. and reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.
3. Delegations, Petitions or Presentations:

**Darlene Heffernan, Treasurer**, reviewed the proposed draft 2020 budget as proposed by the various departments.

**Resolution Number 78-2020**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the proposed draft 2020 budget presented on February 18, 2020 be received.  
Carried

**Joanna Park, Partner, Baker Tilly KDN LLP**, was in attendance to review the draft 2018 Consolidated Financial Statements.

**Resolution Number 79-2020**

Moved by: Councillor Watt

Seconded by: Councillor Watson

That the draft 2018 Consolidated Financial Statements be received, that the Mayor and Treasurer be authorized to sign the Management Report and that two members of council be authorized to sign the Acknowledgement of Council.  
Carried

4. Adjournment

**Resolution Number 80-2020**

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the meeting adjourn. (4:40 p.m.)

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Mayor, J. Murray Jones

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Clerk, Crystal McMillan

**Minutes of the Regular Meeting of Council of the Township of Douro-Dummer, held on February 18, 2020 at 5:00 p.m. in the Council Chambers of the Municipal Building.**

**Present:** Mayor - J. Murray Jones  
Deputy Mayor – Karl Moher  
Councillor, Douro Ward – Heather Watson  
Councillor, Dummer Ward – Shelagh Landsmann  
Councillor at Large – Thomas Watt  
Temporary C.A.O. - Martina Chait-Hartwig  
Clerk/Planning Coordinator – Crystal McMillan  
Senior Administrative Assistant – Vanessa Sweeting

1. The Mayor called the meeting to order at 5:00 p.m. and asked that everyone rise for a moment of silent reflection.
2. The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.
3. **Adoption of the Agenda - Resolution Number 81-2020**  
Moved by: Councillor Watson    Seconded by: Councillor Landsmann  
That the amended agenda for the Regular Council Meeting, dated February 18, 2020, be adopted, as circulated.    Carried
4. **Adoption of the Minutes - Resolution Number 82-2020**  
Moved by: Deputy Mayor Moher    Seconded by: Councillor Watt  
That the Minutes from the Special Council Meeting held on February 4, 2020, and the Regular Meeting Minutes from February 4, 2020, both be received and adopted, as circulated.    Carried
5. Business arising out of previous minutes: None
6. Delegations, Petitions or Presentations:

## Public Meeting - Proposed Zoning By-law Amendment

**File: R-01-20 (Wagler)**

**Conc. 3, Part lot 21, Plan 45R16916 Part 1**

**1439 County Road 6, Dummer Ward**

**Roll No. 020-004-08300**

The land in question is currently zoned Rural (RU) Zone. The effect of this by-law amendment is rezone the majority of the Severed Lot to Environmental Conservation (EC) Zone.

This rezoning is being done in coordination with an **Application for Consent (File B-88-18)** currently being processed by the Peterborough County Land Division Committee as a condition imposed by the Otonabee Region Conservation Authority.

**Resolution Number 83-2020**

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the Public Meeting regarding the proposed Zoning By-law Amendment R-01-20 (Wagler) be declared open. (5:02 p.m.)

Carried

Crystal McMillan, Clerk/Planning Coordinator, explained the purpose of the proposed Zoning By-law Amendment R-01-20 (Wagler) and stated that the Notice of Public Meeting was circulated in accordance with the Ontario Planning Act.

In attendance:

Shawn Warren, agent – In support

Written Comments:

Enbridge – No objection

Otonabee Region Conservation Authority – No objection. A permit is required.

**Resolution Number 84-2020**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the Public Meeting for the proposed Zoning By-law Amendment R-01-20 (Wagler) be declared closed. (5:05 p.m.)

Carried

**Mayor Andy Mitchell, Board Chair, and Dr. Rosana Salvaterra, Medical Officer of Health, Peterborough Public Health,** were in attendance seeking endorsement of the Board of Health's Position Paper on the Modernization of Public Health.

**Resolution Number 85-2020**

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

That the delegation from Mayor Andy Mitchell, Board Chair, and Dr. Rosana Salvaterra, Medical Officer of Health, Peterborough Public Health, seeking endorsement of the Board of Health's Position Paper on the Modernization of Public Health be received.

Carried

7. Other Business and Staff Reports:

a) Report – Pasture Rental 2020-2021

**Resolution Number 86-2020**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That the report to Council, dated January 31, 2020, regarding the rental of pasture land at the Douro Park be received and the land be rented to Harry Ellis for the 2020 and 2021 seasons. Carried

b) Report - Application for Rezoning – File R-0-20 Riel, Clerk/Planning-2020-06

**Resolution Number 87-2020**

Moved by: Councillor Watt

Seconded by: Deputy Mayor Moher

That the Report Clerk/Planning-2020-06, dated February 10, 2020, regarding Application for Rezoning – File R-02-20 Riel, Roll No. 1522-020-003-07400 including the studies submitted with the application be received and that the application for a zoning by-law Amendment be deemed a complete application and staff be authorized to start processing the application under the Planning Act. Carried

c) Report - Application for Rezoning – File R-03-20 Boughen, Clerk/Planning-2020-07

**Resolution Number 88-2020**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That the Clerk/Planning-2020-07, dated February 10, 2020, regarding Application for Rezoning – File R-03-20 Boughen, Roll Nos. 1522-020-003-07004 and 1522-020-003-07006 be received and that the application for a zoning by-law amendment be deemed a complete application and staff be authorized to start processing the application under the Planning Act. Carried

d) Report - Application for Rezoning – File R-04-20 Arnold, Clerk/Planning-2020-08

**Resolution Number 89-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the Clerk/Planning-2020-08, dated February 11, 2020, regarding Application for Rezoning – File R-04-20 Arnold, Roll No. 1522-010-001-03500 including the studies submitted with the application be received and, when the correct application fees are received, that the application for a zoning by-law amendment be deemed a complete application and staff be authorized to start processing the application under the Planning Act. Carried

8. Committee Minutes and Other Reports:

a) Douro-Dummer Public Library Board Meeting Minutes from November 12, 2019

**Resolution Number 90-2020**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That the Douro-Dummer Public Library Board Meeting Minutes from November 12, 2019 be received. Carried



- b) Douro-Dummer Police Services Board Meeting Minutes from January 31, 2020 and Calls for Service Report for October to December 2019

**Resolution Number 91-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the Douro-Dummer Police Services Board Meeting Minutes from January 31, 2020 and Calls for Service Report for October to December 2019 be received.

Carried

9. By-laws:

**By-law 2020-10**

**To amend the Zoning By-law (File: R-01-20, Roll: 020-004-08300)**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That By-law 2020-10, being a By-law to amend By-law Number 10-1996, as amended, otherwise known as "The Township of Douro-Dummer Comprehensive Zoning By-law", be passed, in open council this 18th day of February, 2020 and that the Mayor and the Clerk be directed to sign same and affix the Corporate Seal thereto.

Carried

10. Correspondence – Action Items:

- a) Ralph Ingleton – Cottage Rentals

**Resolution Number 92-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That the correspondence from Ralph Ingleton, dated February 3, 2020, regarding Cottage Rentals be received and referred to staff for further review in consultation with other area Townships.

Carried

- b) Ministry of Children, Community and Social Services – Ontario's next Poverty Reduction Strategy Survey

**Resolution Number 93-2020**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the correspondence from the Ministry of Children, Community and Social Services regarding Ontario's next Poverty Reduction Strategy Survey be received.

Carried

- c) Association of Municipalities Ontario (AMO) – 2020 Conference

**Resolution Number 94-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the information from the Association of Municipalities Ontario (AMO) regarding the 2020 Conference be received.

Carried

d) Village of Merrickville-Wolford – Provincially Significant Wetlands Designation

**Resolution Number 95-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the Resolution from the Village of Merrickville-Wolford regarding Provincially Significant Wetlands Designation be received. Carried

e) Resolutions in support of Bill 156, Security from Trespass and Protecting Food Safety Act (4):

- County of Prince Edward
- Township of South Glengarry
- Township of Wellington North
- Municipality of Chatham-Kent

**Resolution Number 96-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watson

That the Resolutions from the County of Prince Edward, Township of South Glengarry, Township of Wellington North, Municipality of Chatham-Kent in support of Bill 156, Security from Trespass and Protecting Food Safety Act (4), all be received and supported. Carried

11. Correspondence/Information Items:

- a) Peterborough Green-Up Sun Program – Thank you card to staff
- b) Douro-Dummer Quarterly Garbage Report 2019 – Year End Comparison
- c) Trent Lands and Nature Areas Plan – February 2020
- d) County of Peterborough Staff Report – County Official Plan Project Update
- e) Otonabee Region Conservation Authority (ORCA) – Changes to Flood Forecasting and Warning Program
- f) Sarah Smith – Thank you email for information on Township website
- g) Andrew Waite – Thank you email for decision regarding Daleview Park
- h) Peterborough Regional Health Centre – Presentation: Transforming healthcare
- i) Office of the Fire Marshal and Emergency Management – Update to Field and Advisory Services structure

**Resolution Number 97-2020**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That Correspondence/Information Items a) through i) all be received.

Carried

12. Accounts:

**Resolution Number 98-2020**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That Council receives and approves payment of all of the accounts, dated to February 11, 2020, and included in the agenda package. Carried

13. Notices of Motion: None

14.     New Business: None
15.     Closed Session:  
             **Resolution Number 99-2020**  
Moved by: Councillor Watt  
That Council go into closed session regarding personal matters about identifiable individuals and Labour relations or employee negotiations. (5:42 p.m.) Carried
16.     Rise from Closed Session with or without a Report  
             **Resolution Number 100-2020**  
Moved by: Councillor Watt  
That Council come out of closed session with a report that staff were given direction regarding the interviewing of candidates for the Manager of Public Works temporary position. (5:53 p.m.) Carried
17.     Confirming By-law - By-law No. 2020-11  
             **By-law No. 2020-11 – Confirming**  
Moved by: Councillor Watson  
That By-law Number 2020-11, being a By-law to confirm the proceedings of the Special and Regular Meetings of Council held on the 18th day of February 2020, be passed, in open Council and that the Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto. Carried
18.     Adjournment  
             **Resolution Number 101-2020 - Adjournment**  
Moved by: Councillor Watt  
That this meeting adjourn. (5:54 p.m.) Carried

Mayor, J. Murray Jones

Clerk, Crystal McMillan



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## Request to Address Council

If you would like to attend as a delegation before Council for the Township of Douro-Dummer, you must complete this form and submit it to the Municipal Office.

Please note that the deadline for delegation requests is at noon on the Tuesday prior to the meeting.

A copy of any presentation being used (i.e. Power Point) is also required to be submitted at noon on the Tuesday prior to the meeting.

Name of Individual(s): Weity Hamersma

\*Note: Delegation(s) shall have no more than two (2) persons to speak on behalf of the delegation and 10 minutes to present. Council asks that delegations adhere to the 10 minute time limit.

Name of Organization: Peterborough County ATV Club

Email: \_\_\_\_\_

Phone number: 705-875 0801

Nature of delegation request: \_\_\_\_\_

To ask council to pass a bylaw opening up Township roads for A.T.V's and O.R.V's with certain exceptions of course.  
We would like to give council a direction as to what we would like before Bill 107 is introduced. This way its easier for council to make an informed decision.

\*Please attach a separate sheet if more room is required.

For the purposes of the *Freedom of Information and Protection of Privacy Act*, by submitting this form, I/we authorize and consent to the use by, or the disclosure, to any person or public body or publishing on the Municipal website any information that is contained in this submission and recognize that my/our name may become part of the public record.

Please submit the completed application to:

Crystal McMillan,  
Clerk/Planning Coordinator  
[crystal@dourodummer.on.ca](mailto:crystal@dourodummer.on.ca)  
Fax: 705-652-5044  
Phone: 705-652-8392 Ext. 205

or

Martina Chait-Hartwig,  
Deputy Clerk  
[martinac@dourodummer.on.ca](mailto:martinac@dourodummer.on.ca)  
Fax: 705-652-5044  
Phone: 705-652-8392 Ext. 210

*To be completed by Municipal staff:*

Meeting Date: March 3, 2020 Time: 5:05 pm

Open discussion with  
Weity Hamersma  
Peterborough County Trails ATV Club



- Good evening Mayor Jones, members of Council and Martina our new C.A.O. I am Weity Hamersma, President of Peterborough County Trails A.T.V. Club. This is my right hand man and Vice President, Trevor Pewtner. We would like to thank Council for the opportunity to again bring the subject of ATV's on Township Roads for discussion.
- First of all we appreciate the permanent bylaw for the Twelve line of Dummer Ward and the west half of Simpson Road. Our understanding is that everyone on the street is happy. However, Hannon Road is a different matter, that is why the signs were placed at our clubs expense. How do you educate not so smart people from out of town and possible locals too?
- Our club is pushing for more policing of users on roads and trails. We have learned that you don't bite off more than you can chew. Council knows that there is a lot of locals, travelling Township Roads in Douro-Dummer illegally without any mishaps to speak of. The smarter ones wear helmets and drive the speed limit.



- Peterborough County ATV Club would like Council and staff to seriously consider a 1 year bylaw for Douro-Dummer Township with exceptions of course. I.E. Birchview Road, Mc Fadden Road and others. The Club would be more than willing to work with staff to add to that list.
- Our second choice would be all the roads east of County Road 40 to join up to the 12th line, so we can go North into the County Forest and then North toward the intersection of County Road 44 and County Road 6.
- We do not want to go North of County Road 6 into cottage country at this time. To the South there is private land and we need land use agreements. We have been asked by the Mayor of Asphedol-Norwood to work with their Council to open some roads in that Township.

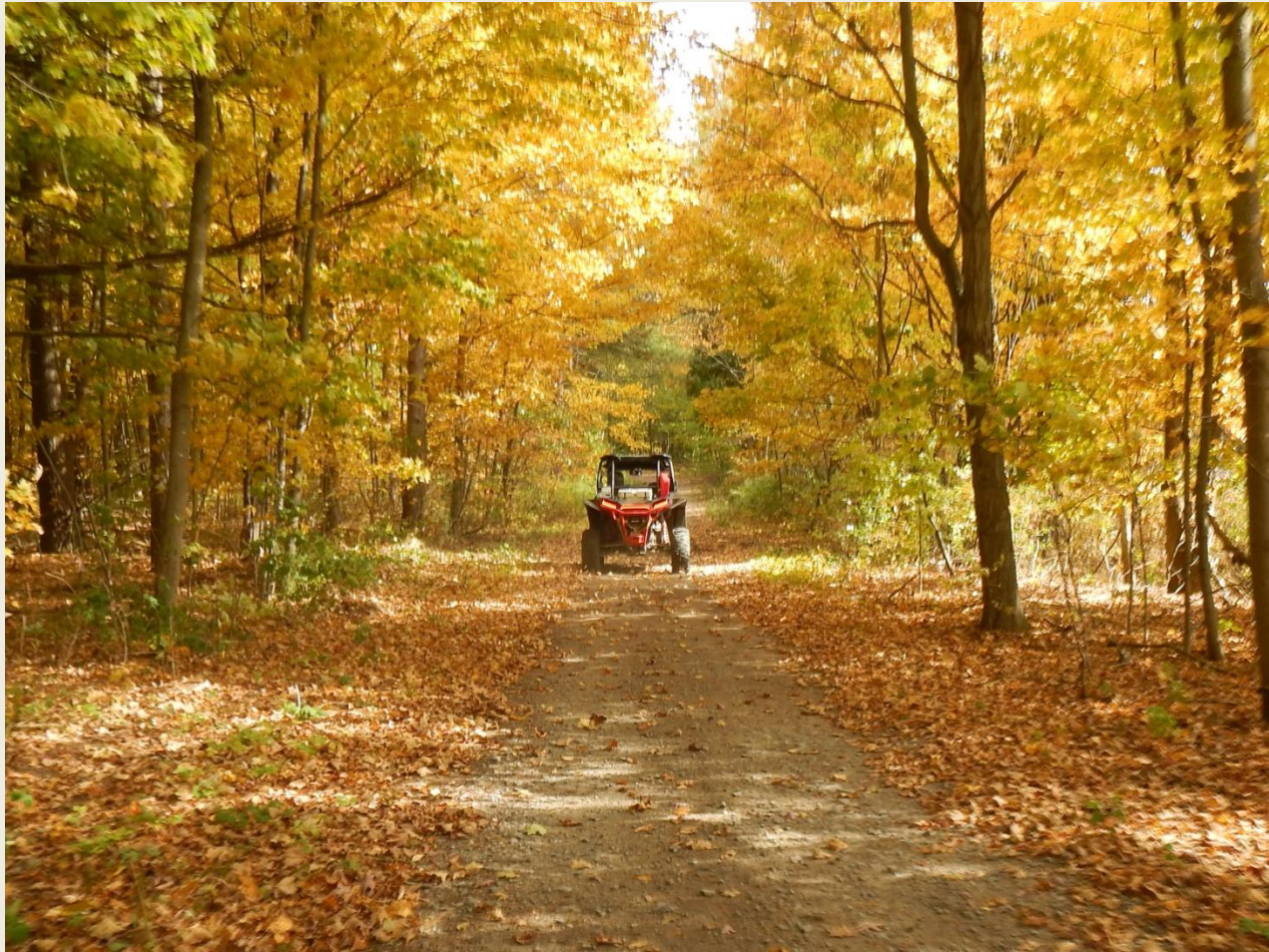
- The reason we are here is to provide Council the direction our Club would like to go before Bill 107 becomes law. It seems that different people and municipalities have various interpretations of Bill 107. I would like to remind Council that HBM has had all the Township Roads open for approximately 8 years.
- North Kawartha has had all their roads open for approximately 3 years. Trent Lakes came on board last year with a 1 year bylaw, so now all their municipal roads are open. This includes all municipal roads East and West of 507, joining their trails to North Kawartha trails. To the East of Peterborough County, Hastings County is totally open for ATV's and ORV's on Township and County Roads.
- And last but not least to the South is Trent Hills, we enjoy going to downtown Campbellford for food and fuel, such as Tim Hortons, legally for lunch.



- Of course there will be opposition from a few residents in Douro-Dummer Township, there always is.
- We would like Council to think back a few years ago when the Sunday gun law was introduced. Remember the one gentleman made a mountain out of a mole hill as the saying goes. Council saw the bigger picture and in their wisdom, said yes to a 1 year bylaw.
- Then a year later I asked Council to make it permanent and you did. Remember there was no doom and gloom as was predicted. On behalf of all the hunters, thanks for seeing past the pessimistic predictions.

- On behalf of our club and future generations, who love the outdoors, we ask Council again to pass a 1 year bylaw to allow ATV's and ORV's on Township Roads. Trevor and I would gladly work with staff on a bylaw and of course this is after a public meeting as required as we welcome public input.
- Hopefully Council will act on this sooner than later with a positive result.

Thank you for listening,  
Weity Hamersma







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## Request to Address Council

If you would like to attend as a delegation before Council for the Township of Douro-Dummer, you must complete this form and submit it to the Municipal Office.

Please note that the deadline for delegation requests is at noon on the Tuesday prior to the meeting.

A copy of any presentation being used (i.e. Power Point) is also required to be submitted at noon on the Tuesday prior to the meeting.

Name of Individual(s): JIM COYLE (PRESIDENT)

\*Note: Delegation(s) shall have no more than two (2) persons to speak on behalf of the delegation and 10 minutes to present. Council asks that delegations adhere to the 10 minute time limit.

Name of Organization: BPOA (BIRCHVIEW PROPERTY OWNERS ASSOCIATION)

Email: jcoyle999@gmail.com

Phone number: 705-761-2633

Nature of delegation request: ATTEND MARCH 3 COUNCIL MEETING TO  
ASK COUNCIL TO RECONSIDER DECISION NOT TO FUND  
FEASIBILITY STUDY FOR PEDESTRIAN WALKWAY  
ADJACENT TO BIRCHVIEW ROAD IN THIS YEARS' BUDGET.

\*Please attach a separate sheet if more room is required.

For the purposes of the *Freedom of Information and Protection of Privacy Act*, by submitting this form, I/we authorize and consent to the use by, or the disclosure, to any person or public body or publishing on the Municipal website any information that is contained in this submission and recognize that my/our name may become part of the public record.

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Martina Chait-Hartwig,  
Deputy Clerk  
[martinac@dourodummer.on.ca](mailto:martinac@dourodummer.on.ca)  
Fax: 705-652-5044  
Phone: 705-652-8392 Ext. 210

To be completed by Municipal staff:

Meeting Date: March 3, 2020 Time: \_\_\_\_\_

***Presentation to Douro-Dummer Council (3/3/20) for  
Sidewalk or Pedestrian Walkway adjacent to Birchview Road***

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My name is Jim Coyle and my wife and I have owned property on Bryson Road since 1999. I am currently President of the Birchview Property Owners Association (BPOA) and in that role it is my responsibility to deal with the concerns of our members. We have approximately 85 members at the present time. The number 1 issue is and has been for some time Road Safety and there is unprecedented concern that if we do not do something soon, we will have a human fatality on the road. We all use Birchview Road as our sidewalk.

Our primary area of jurisdiction is the 8km stretch on Birchview Road from Fiddlers Lane to the bottom of the hill just past Salmon Bay Road including the side roads to the lake (Salmon Bay Rd, Dunford/Bryson Rd, Tedford Lane, Birchcliffe Rd, and Fiddlers Lane). There are approximately 220 property owners in this area which equates to approximately 27 property owners for every kilometer of Birchview Road in our area of jurisdiction which is a fairly high level of residential density. The 220 property owners in our area of jurisdiction contribute approximately \$1,000,000 to the annual tax revenue brought into the Township which is close to 25% of the total annual tax revenue raised in the Township.

We approached council in September 2018 with this issue and council agreed we needed to do something. They recommended a working committee of Township staff and Birchview Road property owners be formed to study the feasibility of a pedestrian walkway adjacent to Birchview Road. Bruce Johnson, the chair of our working committee to plan the scope of the feasibility study with Township staff, posed a question to the 120 or so people at this past summers

BPOA annual flotilla/BBQ social; “How many of you folks have experienced a dangerous situation with a pedestrian on Birchview Road?” Almost everyone raised their hands. An RFP was sent out this past fall and a recommended consultant was selected. The cost was to be between \$20,000 to a maximum of \$25,000. The study was more encompassing than just the feasibility of a pedestrian walkway. It was to look at all aspects of road safety for cyclists, vehicles and pedestrians.

Two Council meetings ago, Council was doing their budget deliberations and decided that they would not fund this feasibility study in the 2020/2021 budget year. The BPOA executive was to say the least “Stunned and Shocked”. We do understand and appreciate the difficulties for Council in establishing priorities on the allocation of limited resources as part of their annual business planning cycle which includes the budget. I am here tonight to ask you to reconsider your decision and put this feasibility study back into the business plans for the 2020/2021 fiscal year.

I read in the newspaper that Council received a letter from Connie Baker suggesting Council not fund the study. Sam Baker has been on Birchview Road for probably 70 years and knows the road better than anyone. I personally spoke to Sam and Connie this past summer trying to solicit Sam to join the working committee with the Township. Both Connie and Sam agreed that a pedestrian walkway would definitely make it safer for pedestrians. To date there have not been any accidents involving pedestrians but over the recent past with increased road use, we have increased the possibility of such an accident. Sam agreed to act as advisor to the working committee if and when needed. They did say that they could not support anything that would raise their taxes and I can tell you that they are not alone with their thoughts. I was hoping that Sam could join me this evening and share his wisdom with you but he and Connie are enjoying some of the warmer climate in

Destin, Florida. Wendy and I have delayed our return to Sarasota, Florida so that I could be here with you this evening to ask you to reconsider your decision on funding the feasibility study.

I, for one, would feel partly to blame if I did not push this envelope to get a sidewalk or pedestrian walkway built alongside Birchview Road to protect our residents from being hit by a vehicle or a cyclist. I would think you as elected officials would also feel partly to blame if you did nothing when we all know that the circumstances are ripe for an accident to happen. I often wake up in the middle of the night worried that a vehicle had hit a pedestrian on Birchview Road and we had lost a life. Would I personally be liable or our BPOA executive be liable in some way because our executive knew of the problem and did nothing about it? Would the Township be liable because they own the road and knew of the problem and chose not to move forward with the feasibility study?

Times have changed since my wife and I moved to Birchview Road in beautiful Douro-Dummer Township in 1999. Properties have been sold, buildings demolished and new homes have been built. Construction trucks are prevalent on the road. McCrackens Landing, Wildfire Golf Club, and Stoney Lake Market, to name a few, have all been developed and are destinations for vehicular traffic using Birchview Road. Birchview Road is now marketed as a cycling destination and we have recently witnessed a significant increase in cycling traffic on the road travelling at good speeds. Camp Kawartha is expanding and there are more and more parents delivering kids to camp in their vehicles. Michaels Way is getting more use. We have school buses and garbage trucks using the road regularly.

Birchview Road is approximately 20' wide with no lane markings. There are no shoulders to walk on. Ditches and culverts are sparse and there is one creek that crosses the road and a large culvert to accommodate

it. The Township has a 66' road allowance some of which could possibly be used for a sidewalk or pedestrian trail. There are many blind corners and hills so vehicles cannot see what pedestrian traffic they may confront.

Excessive speed is the norm on Birchview Road. We can reference the speed statistics that were collected in recent years from the digital speed signs that were placed on the road.

Pedestrian traffic on Birchview Road has increased significantly over the years. It is our sidewalk. It is generally used from May 24 weekend to Thanksgiving weekend. We have a number of young families vacationing here on Birchview Road as well as a number of families who have grandchildren who also vacation on Birchview Road. It is not uncommon to see kids in strollers, kids on tricycles, kids and adults on bicycles, adults walking dogs, walkers and joggers using Birchview Road as their pedestrian walkway to name a few.

I have a financial background and do appreciate the difficulties you have in making tough choices in allocating the resources you have for the 2020/2021 fiscal year. I would like to think that the opportunity to save a human life would be top of mind. I retired recently from our family business which had 300 to 400 employees in 8 manufacturing facilities in southern Ontario and one facility in upper New York state doing several hundred million dollars in annual sales. One of the things I enjoyed most in my role as Chief Financial Officer was meeting with our key management personnel at business planning time and working through the Key Result Plans with those individuals. One of the items that got significant weighting was the plans to convert fixed costs to variable costs. The total cost does not change but the percentage fixed to variable did. By having a higher component of variable cost, we had more flexibility in budget deliberations and we also had the comfort



that we could respond to significant changes in market conditions and minimize the effects on our employees.

The Township, I am sure, have similar plans in place. There are certainly some frightening head winds that are on the horizon that need to be considered. There are some schools that suggest our real estate is grossly overvalued and we are overdue for a correction. We only need to look south of the border and see what happened in late 2007 when real estate values dropped 25% to 40% across the USA. If this were to happen in Douro-Dummer, the Township's annual tax revenue would shrink by 25% to 40%. It would be nice if the Township had up to 40% of their annual cost as variable costs so that they could minimize the effects on their ratepayers and employees. We also have the notion discussed that a portion of the property tax revenue associated with properties adjacent to the Trent Severn Waterway should be used to maintain the dams and locks that keep the lakes as lakes. This would also have a significant effect on the revenues in Douro-Dummer Township.

In conclusion, we would like the Township to consider eliminating \$25,000 in variable costs associated with maintaining Birchview Road in the 2020/2021 fiscal year so that we can fund the proposed study in the 2020/2021 budget. We can put up with potholes in the road for one year. We can encourage property owners to cut the grass in front of their properties that are adjacent to Birchview Road so the Township does not have to send out their grass cutting equipment to cut the grass growing on the shoulders of the road. I am sure that where there is a will there is a way to get this \$25,000 back into the 2020/2021 budget plans for Douro-Dummer.

Thank you for listening to my presentation and hopefully I have convinced you to reconsider your previous decision and decide to fund the feasibility study in the 2020/2021 budget year.



**Overview:**

At the Council meeting held on November 19, 2019, Council passed the following Resolution:

**Resolution Number 472-2019**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That the report to Council, dated November 11, 2019, regarding Birchview Road Safety feasibility study be received and deferred to allow time for the Birchcliff Property Owner Associations to review the submission. Carried

As per the above Resolution, staff forwarded a copy of the Proposal to the Birchcliff Property Owners Association for their review. In response the Association provided comments dated November 2019 and a meeting was held between Township staff and the Association on December 10, 2019. From that meeting, it was determined that the comments would be forwarded to Engage Engineering to see if the study could be scoped to address the Associations concerns as outlined in the memo dated November 2019.

A second meeting was held with an Association representative, Township staff and Paul Hurley from Engage Engineering on January 9, 2020. At that meeting, it was ironed out that the Association's focus is on pedestrian safety, that they would like to reduced the public consultation piece of the study to reduce costs and the timeline of the study and that the Association would want to Township to bear the total cost of the study. Mr. Hurley was requested to provided written comments regarding the comments received from the Association and their viability. Mr. Hurley's comments were received January 24, 2020 and are attached to this report.

**Conclusion:**

Engage Engineering is prepared to initiate this study immediately with completion in April of 2020 and Mr. Hurley's comments are attached for Council's consideration.

**Recommendation:**

That the report to Council, dated January 27, 2020, regarding Birchview Road Safety feasibility study be received and that council provide direction to staff on this matter.

**Financial Impact:** The proposal- that being from Engage Engineering Ltd. - in the amount of \$24,545.86 (HST included).

**Strategic Plan Applicability:** Not applicable.

**Sustainability Plan Applicability:** Not applicable.

Original Signed \_\_\_\_\_

Martina Chait-Hartwig,  
Temporary C.A.O.

**From:** Paul Hurley <paul@engageeng.ca>

**Sent:** Friday, January 24, 2020 1:28 PM

**To:** Crystal McMillan <crystal@dourodummer.on.ca>; Martina Chait <MartinaC@dourodummer.on.ca>

**Cc:** Public Works <PublicWorks@dourodummer.on.ca>

**Subject:** 19081 Birchview Road Follow Up

Hi Martina and Crystal. Further to our meeting on January 10, below are some of my responses to the points raised by the BPOA:

Item 2a

We acknowledge that pedestrian safety is the priority of the BPOA however if the Township is commissioning (i.e. paying for) this study, it needs to consider all road users including vehicles, pedestrians and cyclists. If the Township is in agreement that the emphasis should be on pedestrian improvements then that is where we will focus our efforts but we cannot ignore the impacts to other road users. We agree that the study should focus on providing a cohesive solution over the entire length of the study area and not just at "problem areas". The "problem areas" could be used as a prioritization tool for budgeting the improvements.

Item 2b

We understand the concern however based on our experience with similar projects, we believe that two public meetings would provide the best outcome. The first meeting would focus on obtaining input from stakeholders on the issues and the second meeting would present the recommended solutions for comment. You could reduce the scope to 1 public meeting but I believe it would negatively effect the outcome of the study.

Item 2d

We agree and our approach would be to provide high-level estimates to the Township at this stage only. The intent of the cost estimates is to provide order of magnitude costs to allow the Township to budget for the works. The intent is not to use the estimates as a tool to screen out projects.

I believe this captures the items that we discussed. If I've missed anything or you need anything further please let me know.

Have a great weekend.



**Paul Hurley**, P.Eng.  
Principal

**Engage Engineering Ltd.**  
171 King Street · Suite 120 · Peterborough, ON · K9J 2R8  
P: 705.755.0427 x200 C: 705.875.1688

**BIRCHCLIFF PROPERTY OWNERS ASSOCIATION**

(BPOA)

**DATE:** November, 2019

**Subject:** 'Proposal for Engineering Services for Birchview Road Safety Study' (T-2019-06)

**Engage Engineering Ltd, November 2019- RFP Response**

**Liaison Steering Committee**

**Comments:**

1. Familiarity with the road demonstrated, the aspect of biking, the constitution of the Study Team and the Time Task Matrix delivery timeframe in the RFP Response are all exemplary.
2. The request of the RFP is for a 'transportation engineering and planning' assessment. The RFP Terms of Reference are not appended; however the following comments apply:
  - a. **S.2.1 Project Objectives:** While generally descriptive of the RFP content, the RFP response proposal to focus on identifying measures to enhance pedestrian safety "to the most important aspects" (S.2.2) leads the proposal to the identification of a limited number of physical constraints of a mission 'critical' or 'public safety' focus, their classification on a scale of importance and recommendations on the timing of rectification measures.

**This is not in the best interests of the Township or the Association in respect of its goal to enhance the immediate safety of pedestrian movement and to pedestrians on the Birchview Road, all seasons.**

A physical constraints analysis can lead to the identification of self-evident grades and curve turning radii sites warranting possible engineering design solutions with the consequent effect of enhancing vehicular sight-lines and speeds. Design solutions for these aspects, including potential land acquisition and engineering design alternatives were specifically reserved in the RFP as non-priority aspects, for cost, reverse effectiveness and prioritization reasons.

Namely, it is pedestrian safety, achievable over the greatest length of the road allowance, that is the BPOA priority: not necessarily at specific conflict points where modest lit signage and more benign measures can identify, for vehicular traffic, the need to maintain lower speed and exercise caution. By observation, vehicles entering existing constraint areas slow down to accommodate the road design; they increase speeds on the

less challenging stretches thereby increasing the risk to public health and safety over the majority of the road alignment.

- b. **S. 2.2 Public Consultation:** Society expects public consultation on matters that can effect individual interests. However, the RFP called for an 'engineering and planning assessment' by the road authority of an existing conditions network link serving a somewhat unique, often single loaded road, with a discrete policy purpose that is being lost by a conversion to a full municipal standards local road.

The Birchview Road is a neighbourhood residential road deserving of design solutions to augment safety but maintain its multiple use functions as a local vehicular and pedestrian access to all- residential properties, and Children's Day Camp. It is not a through route, local arterial or County thoroughfare.

**The concern is that the limited budget of the RFP Response focus on professional assessment advice, based upon input received, but through the process of the consultant's applied assessment of best practices. If too much of the limited RFP Response budget is devoted to public participation, on matters of general notoriety over many years, the investigative techniques, technology and observation efforts and considerations are compromised.**

**There will be time enough for public commentary before Council should the matter of a Preliminary Assessment Report, or Final Report, be deemed necessary for public exposure. As well, public commentary is likely in subsequent phases of implementation. The consultant's budget should not be as unduly burdened by this element.**

- c. **S. 2.2 Development of Alternative Solutions:** This is an excellent summary of the objectives provided it is based on own investigation and assessment, rather than disparate interviews with passionate but unqualified stakeholders realistically concerned with own issues rather than general and ongoing issues of public health and safety.
- d. **S.2.2 Cost Estimates and Funding:** Cost estimates by order of magnitude may assist in project identification and prioritization; however, cost estimates of engineering works requires design, quantity survey, acquisition and other assumptions. These elements are not provided for in this RFP. Although the RFP and the RFP Response seeks to address costing, such should be a minor element of the time budget and the details deferred to Council instructed projects following the overall assessment of pedestrian road safety measures available to be considered.

**Broad cost bands are instructive to public consideration and can assist in evaluating 'immediate and longer term solutions'. The safety of pedestrians is a real and present concern and a requested focus of the evaluation, in the interests**

of residents who reside on and whose invitees, contractors, visitors and relatives are the primary users of this uniquely residential street.

The production of cost estimates can lead, at this stage, to too much of the limited RFP Response budget being devoted to specific 'critical' conflict areas. As above noted, this is or would be in conflict with and a mis-direction of the primary purpose of assessing ways and means to enhance pedestrian safety in the face of vehicular movement.

The Birchview Road, to repeat, is not considered a through highway but a service delivery local neighbourhood street. The desire is have this function maintained by suitable traffic calming measures. It is an anomaly that lower speeds are posted on the Campline Road and McCrackin's Landing Road, where residential densities, road design conflicts and pedestrian movements are lower and less pervasive.

## RECOMMENDATIONS

1. The BPOA support the retention of *Engage Engineering Ltd.*
2. The *Proposal* be modified as follows:
  - a. Enhance the component of own investigations with broadened research on: pedestrian safety; vehicle usage characteristics; vehicle types; vehicle speeds; user characteristics and safety zone needs; right-of-way constraints; seasonal road authority requirements; traffic calming devices, measures and best practices.
  - b. Add as a priority for assessment, comment and recommendation, the accommodation of a walkway or other suitable pedestrian route, including design options, in part of whole, and identified priority areas. In this regard, it is appropriate to consider bicycles as vehicles;
  - c. Avoid all but broad categories of risk identification, leaving to the road authority the need to balance objectives and project prioritization;
  - d. Focus on pedestrian safety issues;
  - e. Defer detailed or subjective costing estimates dependant on design, quantity surveys and site condition assessments to a subsequent project assessment phase;
  - f. It is appropriate to differentiate between project types, potential short and longer term solution categories provided the enhancement of pedestrian safety measures in the short term over the majority of the road allowance is the immediate priority.

*Respectfully Submitted to BPOA Directors, Township*

*Considered by Directors:*

**Minutes of the Regular Meeting of Council of the Township of Douro-Dummer, held on February 4, 2020 at 5:00 p.m. in the Council Chambers of the Municipal Building.**

**Present:** Mayor - J. Murray Jones  
Deputy Mayor – Karl Moher  
Councillor, Douro Ward – Heather Watson  
Councillor, Dummer Ward – Shelagh Landsmann  
Councillor at Large – Thomas Watt  
Temporary C.A.O./Deputy Clerk - Martina Chait-Hartwig  
Chief Building Official – Brian Fawcett  
Manager of Public Works – Harold Nelson  
Senior Administrative Assistant – Vanessa Sweeting

**Absent:** Clerk/Planning Coordinator – Crystal McMillan  
Treasurer – Darlene Heffernan

1. The Mayor called the meeting to order at 5:04 p.m. and asked that everyone rise for a moment of silent reflection.
2. The Mayor reminded members of Council of their obligation to declare any pecuniary interest they might have. None were declared.
3. **Adoption of the Agenda - Resolution Number 58-2020**  
Moved by: Councillor Watt and Seconded by: Councillor Landsmann  
That the agenda for the Regular Council Meeting, dated February 4, 2020, be adopted, as amended. Carried
4. **Adoption of the Minutes - Resolution Number 59-2020**  
Moved by: Deputy Mayor Moher Seconded by: Councillor Watt  
That the Minutes from the Special Council Meeting held on January 21, 2020, and the Regular Meeting Minutes from January 21, 2020, both be received and adopted, as circulated. Carried
5. **Business Arising out of previous Minutes:**
  - a) Deputy Mayor Moher inquired about the Edward's Pit.
  - b) Deputy Mayor Moher inquired about the requested information for the zoning by-law amendment to allow for tiny homes.
6. **Delegations, Petitions or Presentations:** None



7. Other Business and Staff Reports:

a) Report to Council – Request for Quotation (RFQ) Results – New 4x4 Vehicle for Building Department

**Resolution Number 60-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the report, dated January 28, 2020, regarding a New 4x4 Vehicle for the Building Department be received and that Council approve the purchase of a 2020 Chevrolet Silverado Crew Cab W/T from Scott Drummond Motors Ltd., as described in the Request for Quotation (RFQ) in the amount of \$40,908.26, with the money transferred from the Building Department Reserves. Carried

b) Report – Request for Letter of Support from Bell Canada

**Resolution Number 61-2020**

Moved by: Councillor Watt

Seconded by: Councillor Watson

That the report, dated January 17, 2020, regarding a request for a Letter of Support from Bell Canada be received and further that Council supports the letter drafted by Eastern Ontario Wardens' Caucus (EOWC) and Eastern Ontario Regional Network (EORN) and that the letter be sent to all necessary parties. Carried

c) Report – Birchview Road Feasibility Study

Item 10 c) Correspondence – Action Items was dealt with at this time.

10. c) Connie Baker – Concerns regarding proposed trail on Birchview Road

**Resolution Number 62-2020**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the correspondence from Connie Baker with concerns regarding the proposed trail on Birchview Road be received. Carried

**Resolution Number 63-2020**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the report to Council, dated January 27, 2020, regarding a Birchview Road Safety feasibility study be received and that the Birchcliff Property Owners Association (BPOA) be advised that Council will not be funding the feasibility study.

A recorded vote was requested by Mayor Jones. The roll was called by the Deputy Clerk and the vote was as follows:

Dummer Ward Councillor – yes

Douro Ward Councillor - no

Councillor at Large – yes

Deputy Mayor – yes

Mayor - yes

For the Motion – 4, Against the Motion – 1

Carried

d) Report – Appoint member to Canada Day Parade Committee

**Resolution Number 64-2020**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That the report to Council, dated January 24, 2020, regarding appointing a member to the Canada Day Parade Committee be received and that an amending By-law be considered to appoint Mike Keough to the Canada Day Parade Committee. Carried

e) Report – Audio Equipment in Council Chambers

**Resolution Number 65-2020**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That the report to Council, dated January 27, 2020 regarding Audio Equipment in Council Chambers be received, that Council approves the purchase/installation of a new TS-910/800 sound system in Council Chambers that includes microphones for every spot at the Council Table (including a special base for the Mayor/Chair), one for the extra staff table and one for the podium, that this be purchased using money from the Modernization Funding and further that the purchase be single sourced to L.R. Brown.  
Carried

**Resolution Number 66-2020**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That staff be requested to review the Purchasing By-law regarding sole sourcing items.  
Carried

8. Committee Minutes and Other Reports:

a) Deputy Mayor Moher – Update on County Council Matters

**Resolution Number 67-2020**

Moved by: Councillor Landsmann

Seconded by: Councillor Watt

That the verbal report from Deputy Mayor Moher regarding an update on County Council matters be received.  
Carried

b) Departmental Reports – C.A.O., Clerk's/Planning, Building Services, Finance, Fire, Parks and Recreation and Public Works Departments

**Resolution Number 68-2020**

Moved by: Councillor Watson

Seconded by: Councillor Watt

That the monthly staff reports from all departments for January 2020 be received with thanks.  
Carried

- c) County of Peterborough – Official Plan Project – Technical Advisory Committee  
Minutes from January 16, 2020

**Resolution Number 69-2020**

Moved by: Councillor Watson

Seconded by: Deputy Mayor Moher

That the County of Peterborough Official Plan Project Technical Advisory Committee meeting minutes from January 16, 2020 be received. Carried

- d) Douro-Dummer Planning Committee Minutes from January 24, 2020

**Resolution Number 70-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the Douro-Dummer Planning Committee Minutes from January 24, 2020 be received and approved. Carried

9. By-laws:

**By-law Number 2020-08**

**To appoint a member to the Canada Parade Committee as amended**

Moved by: Councillor Landsmann

Seconded by: Councillor Watson

That By-law 2020-08, being a By-law to amend By-law 2019-31, to appoint a Member to the Canada Parade Committee, be passed, as amended, in open council this 4th day of February, 2020 and that the Mayor and the Deputy Clerk be directed to sign same and affix the Corporate Seal thereto. Carried

10. Correspondence – Action Items:

- a) Autism Ontario – World Autism Awareness Day – April 2, 2020

**Resolution Number 71-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Watt

That the information regarding Autism Ontario regarding World Autism Awareness Day being held on April 2, 2020 be received and supported. Carried

- b) Eastern Ontario Wardens' Caucus (EOWC) – Resolution regarding Rising Flood Levels across Eastern Ontario

**Resolution Number 72-2020**

Moved by: Councillor Watt

Seconded by: Councillor Landsmann

That the Resolution from the Eastern Ontario Wardens' Caucus (EOWC) regarding Rising Flood Levels across Eastern Ontario be received and supported. Carried

- c) Connie Baker – Concerns regarding proposed trail on Birchview Road – Dealt with earlier in the meeting.

- d) City of Sarnia – Resolution regarding Ontario Power Generation's Deep Geologic Repository Project

**Resolution Number 73-2020**

Moved by: Deputy Mayor Moher

Seconded by: Councillor Landsmann

That the Resolution from the City of Sarnia regarding Ontario Power Generation's Deep Geologic Repository Project be received. Carried

- e) Rainy River District Municipal Association – Resolution regarding Taxation Revenue on Railway Right-of-Ways

**Resolution Number 74-2020**

Moved by: Councillor Landsmann

Seconded by: Deputy Mayor Moher

That the Resolution from the Rainy River District Municipal Association regarding Taxation Revenue on Railway Right-of-Ways be received. Carried

11. Correspondence/Information Items:

- a) Association of Municipalities Ontario (AMO) – Information regarding the consultation on re-composition of OPP Detachment Boards
- b) Lieutenant-Colonel Commanding Officer, Bruce Clayton, Governor General's Horse Guards – Thank you letter
- c) Martina Chait-Hartwig, Temporary C.A.O. – Staff Presentation on the Update on Roads Issues from the public meeting held on January 21, 2020
- d) Otonabee Region Conservation Authority (ORCA) – Statement of Remuneration for Township's appointee on the Board
- e) Trent Lands and Nature Areas Plans – January 2020
- f) Canadian Mental Health Association – Lift Locks and Leg Locks Event
- g) Delegation of Powers and Duties – Approval of Community Care Lakefield to hold Tag Days
- h) Ministry of Agriculture, Food and Rural Affairs – Information regarding the application intake for Rural Economic Development (RED) Program

**Resolution Number 75-2020**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That Correspondence/Information Items a) through h) all be received. Carried

12. Accounts:

**Resolution Number 76-2020**

Moved by: Councillor Watson

Seconded by: Councillor Landsmann

That Council receives and approves payment of all of the accounts, dated to January 29, 2020, and included in the agenda package. Carried

13. Notices of Motion: None



**Overview:**

In December 2019, the Province announced plans to increase access to natural gas by making financial supports available via the Natural Gas Expansion Program. Enbridge Gas Inc., have approached the Township regarding viable projects that may fit into this program.

In 2018 discussions were held between Enbridge Gas Inc. staff and Township staff regarding business cases in the Township that could be made for natural gas expansion. In those discussions two locations were identified, the Hamlet of Young's Point and the Hamlet of Warsaw. In reviewing the business cases that had been created, the Hamlet of Warsaw is the preferred project location as it will meet the required 50 existing homes and business in a geographic area and the route if it came from Peterborough would be able to provide service to a multitude of private residences, multiple local business and to County and Township facilities.

**Conclusion:**

The expansion of natural gas service to the Township of Douro-Dummer could be an economic development driver and would provide residents, businesses and the Township a lower cost energy supply. Enbridge Gas Inc. have provided a list of anticipated submission requirements that will need to be addressed should this project move past the preliminary stage and once project submission requirements are finalised by the Ontario Energy Board. In the list of submission requirements, there is a request for the Township to state whether it would be willing to provide financial support for the project. The example of financial support that is suggested is to refund any new taxes collected on the new natural gas lines for a period of 10 years. It would be premature for the Township to consider the request for financial support as we have not been provided information on the exact path of the service, hook up charges and other costs that may be associated with a transition to natural gas service.

**Recommendation:**

That the C.A.O.-2020-03, dated February 26, 2020, regarding the Natural Gas Expansion Program be received, that the Council of the Township of Douro-Dummer provide a letter of support for the proposed Hamlet of Warsaw gas expansion project and further that at this time the Township reserves the decision on financial contributions to proposed project.

**Financial Impact:** None at this time but there may be capital costs to transition to natural gas service and any potential financial support the Township may want to provide.

**Strategic Plan Applicability:** To effectively respond to the challenges of addressing the Township's municipal infrastructure needs as well as effectively managing the assets of the corporation;

**Sustainability Plan Applicability:** We will create and retain prosperity by providing investment and employment opportunities within sustainable local and global markets.

February 20, 2020

Mayor J. Murray Jones  
Township of Douro-Dummer  
894 South Street, Box 92  
Warsaw, ON  
K0L 3A0

Dear Mayor Jones and Members of Council,

**Re: Natural Gas Expansion Program Update**

In December 2019, the Government of Ontario announced its plans to further increase access to natural gas by making financial support available for new expansion projects. The Government's Natural Gas Expansion Program offers an opportunity to drive economic development and enhance the quality of life and prosperity of families and businesses across Ontario. As your Regional Director for Enbridge Gas Inc., I'm writing to provide an update on next steps, and how we can work together to bring natural gas to unserved communities in Ontario.

Enbridge Gas will submit project proposals to the Ontario Energy Board (OEB) based on Guidelines that are currently under development. The OEB will review project submissions and provide a report to the Ministry of Energy, Northern Development and Mines later this year recommending potential natural gas expansion projects that the Ontario government could consider as candidates for financial support. The Ministry of Energy, Northern Development and Mines will review the recommendations of the OEB along with other considerations and issue a decision on future natural gas expansion projects eligible to receive financial support.

Your municipality may have a project that you would like to submit for funding consideration. Based on Guidelines expected to be issued by the OEB, submissions will require certain information in order to be considered for funding. A summary of the expected filing requirements is included with this letter. If you would like to move a project within your community forward for consideration by the OEB, we ask that you provide a letter of support returned to us within 10-15 business days of receiving this letter. A sample letter of support is also included for your consideration.



For more than 170 years, Enbridge Gas has been delivering the energy that Ontarians need and want. With our long history, anchored in our commitment to operational excellence and strong safety performance, Enbridge Gas is in the best position to bring natural gas to currently unserved areas. We have a number of expansion projects underway, and we are committed to building on this success. If you have any questions, please do not hesitate to contact me or your Municipal Advisor, Mark Wilson, at [mark.wilson@enbridge.com](mailto:mark.wilson@enbridge.com).

Sincerely,

A handwritten signature in blue ink, appearing to read 'Steve McGivern', with a stylized flourish at the end.

Steve McGivern  
Director, GTA East Region Operations  
Enbridge Gas Inc.  
905-927-3184  
[Steve.mcgivern@enbridge.com](mailto:Steve.mcgivern@enbridge.com)

## **Natural Gas Expansion Program – Anticipated Submission Requirements**

The province is helping expand natural gas access to more communities in Ontario through its Natural Gas Expansion Program. The Ontario Energy Board (OEB) has been directed to examine and report back to the Ministry of Energy, Northern Development and Mines on potential natural gas expansion projects to assist the provincial government in determining which future expansion projects will receive government funding.

Enbridge Gas Inc. will submit project proposals to the OEB based on the OEB's Guidelines, which are currently under development. Based on the draft Guidelines issued by the OEB (EB-209-0255), Enbridge Gas Inc. anticipates it will be required to include letters from the Band Council(s) and/or local government, as applicable, stating support for proposed projects and providing details of any commitment to financial support.

Although Enbridge Gas Inc. is not currently aware of any requirement for municipal financial contributions to qualify for grant funding under the Natural Gas Expansion Program, the Company believes that a municipality's contribution toward project costs (e.g., equivalent to the municipal portion of property taxes recovered on the new infrastructure being built for a period of 10 years) would demonstrate the community's support for the proposed project. How this contribution is made is up to the discretion of the municipality or First Nation in consultation with Enbridge Gas Inc.

Note: To support project economics, councils should understand that Enbridge Gas Inc. will apply a 23 cent/m<sup>3</sup> System Expansion Surcharge to all customers connected through the proposed project for a defined period of time of up to 40 years as a contribution toward recovery of the cost of the proposed project.

**For Enbridge Gas Inc. to complete its submission to the OEB, we will be looking to gather the following information for proposed projects and may be seeking the municipality's assistance:**

**1) Map of desired service area, including:**

- a. Residential dwellings within the potential service area
- b. Commercial dwellings within the potential service area
- c. Industrial properties (excluding farms) within the potential service area
- d. Farms and agri-businesses (grain elevators, feed manufacturing, etc.) within the potential service area
- e. Institutional buildings (municipal facilities, schools, hospitals, etc.) within the potential service area

**2) Information regarding the primary heating source in your community, including:**

- a. Number of properties currently heated using electric baseboard
- b. Number of properties currently heated using electric forced air
- c. Number of properties currently heated with propane
- d. Number of properties currently heated with oil
- e. Number of properties currently heated with wood

Project submission requirements have not yet been finalized by the OEB. We will notify municipalities if additional information is required for purposes of our submission to the OEB.

Please send your information to your municipal advisor or [savewithgas@enbridge.com](mailto:savewithgas@enbridge.com).

February 2020

Dear *REGIONAL DIRECTOR*,

**Re: Expression of Support for Natural Gas Expansion to *MUNICIPALITY/PROJECT NAME***

In December 2019, the Government of Ontario announced plans to further increase access to natural gas by making financial support available for new service expansion projects. This Natural Gas Expansion Program will unlock financial support needed to expand natural gas service to new areas across Ontario that are not economically feasible without support. Our municipality is one such area, and we are eager to bring this affordable, reliable fuel source to our residents and businesses.

On behalf of *MUNICIPALITY*, I would like to formally express our interest to have *PROJECT NAME* included on Enbridge Gas' list of projects being proposed to the Ontario Energy Board (OEB) for consideration for financial support through the Natural Gas Expansion Program.

Based on the draft Guidelines issued by the OEB (EB-2019-0255), we are aware that Enbridge Gas Inc. may be required to include support for the proposed project from Band Council(s) and/or local government, as applicable, demonstrated through a written expression of support and/or a commitment to financial support in its project submissions.

Natural gas is the most common, affordable heating fuel in Ontario. We fully support the efforts of Enbridge Gas Inc., the OEB and the Ministry of Energy, Northern Development and Mines. We look forward to working together to expand natural gas access in our community to attract new opportunities, help create jobs and lower monthly costs for our residents.

Sincerely,

*Name*

*Title*

*Municipality Name*

*Contact Information*

**Overview:**

As part of the Service Delivery and Organizational Review being completed by WSCS Consulting, project status reports were to be submitted to the Steering Committee and to Council to assist in maintaining clear lines of communication.

**Conclusion:**

A status report for the period of January 21, 2020 to February 21, 2020 has been submitted by WSCS Consulting for Council's information.

**Recommendation:**

That the report C.A.O.-2020-02, dated February 25, 2020, regarding the Service Delivery Review and Organizational Review Status Report for January to February 2020 from WSCS Consulting be received for information.

**Financial Impact:** N/A

**Strategic Plan Applicability:** N/A

**Sustainability Plan Applicability:** N/A

- Finished meeting with all Department Managers as fact finding regarding department goals and objectives
- Posting for Manager of Public Works (12-month contract) position complete, closed February 6<sup>th</sup>, 2020, reviewed submissions with hiring committee, moving forward with interviews in early March
- Attended to multiple building maintenance issues
- Started Annual Performance Review process for Management Team
- Working with WSCS on Service and Organizational Review process
- Attended a number of meetings – Staff & Management Team meeting, Peterborough Public Health, Provincial consultation on the Conservation Authorities Act, Local Food and Agricultural event hosted by PKED and OMAFRA, met with Dan Marinigh of ORCA, Sustainable Development Launch Event, Community Safety and Well Being Plan organizing meeting
- Completed various start of the year reports
- Submitted funding application for 3 seasonal positions through federal Canada Summer Jobs program
- Attended a Case Conference regarding Hall's Glen LPAT case
- Participated in the review of Draft Budget documents
- Provide additional information regarding the Curbside Pick-up and Roll Off Bins RFP to prospective bidders through an Addendum
- Reviewing RFP submissions for joint multi-Township and County Legal services procurement
- Drilling, well installation and samples have been taken from the Edwards Pit as part of additional testing that was requested by Council, results are on track to be available to Council mid-March 2020.

- Records Retention/Disposition – Reviewed and Prepared various files for destruction, updated TOMRMS binder with updated classifications/retention, cleansed files, coded files, boxed/moved files to Archival Storage
- Sent out the RFP for Curbside Waste Collection and Transporting Roll-Off Bins
- Continuing work on the process to implement the electronic agenda management system, including working on templates and training
- Continued work on a comprehensive list of ongoing matters/RFPs/Agreements (matters that need renewing/updating, etc.)
- Development Deposits – updated necessary development deposit accounts
- Staff have responded to various inquiries and attended meetings regarding planning, minor variances, rezonings
- Processed planning applications and prepared necessary reports
- Attended a meeting hosted by the Ministry regarding conservation authorities
- Attended meetings regarding: Technical Advisory Committee on Official Plan Update, Sustainable Building Launch
- Started process to install audio equipment for council chambers
- Prepared minutes, agendas, by-laws for Council, COA and Planning Committee
- Prepared various correspondence from Council meetings
- Processed a FOI Request
- Staff are working on County Award Nominations
- Cross-training for agendas, minute taking, processing planning applications
- Attended a WSIB session on Health and Safety Excellence Program

**Report Approval Details**

Document Title:	Clerk-Planning - January 2020.docx
Attachments:	
Final Approval Date:	Feb 24, 2020

This report and all of its attachments were approved and signed as outlined below:

Martina Chait-Hartwig

## Building Services Monthly Report

January 28 to February 25

### Highlights

- 7 Building Permits Issued
- 3 Septic Permits Issued
- 44 Building Inspections – 89% Pass Rate
- 0 Septic Inspections

### Ongoing Projects

- Variety of phone/front counter inquires with respect to Building, Planning and Septic questions. Permitting is starting to pickup, Inspections are quite busy for this time of year.
- Closed a variety of older permits from letter mail out response.
- Sustainable Development Program launch party, on February 11<sup>th</sup>, 2020 was a huge success.
- Worked on by-law for Tiny Homes and additional information regarding ratepayer burden (pending return to Council for approval)
- Worked on new policy regarding Active Inspections. Scheduled for Council on April 7<sup>th</sup>, 2020.
- Continued work on RFP for website.
- Engaged in steering committee meeting for Service Delivery Review

### Future Projects

- Sustainability Program FCM funding application
- RFP for website
- Tiny Dwelling and other ZB updates
- Septic Re-inspection program final prep for letters to go out March 23, 2020.
- ddpermits website upgrades will be coming in the next few months.

### Health and Safety

- No incidents, no near misses.



### Report Approval Details

Document Title:	Building February Report.docx
Attachments:	
Final Approval Date:	Feb 27, 2020

This report and all of its attachments were approved and signed as outlined below:

Crystal McMillan

Martina Chait-Hartwig

This report is regarding monthly update from Douro-Dummer Fire Services

**Overview:**

- Prepared and Chair Fire Officers Meeting
- Training in February includes Ice Water Rescue, theory and practical and Ladders
- One new commercial inspection and one follow up inspection
- Internet installed at Station 5
- Prepare and attend Pre-build meeting for new mini-pumper
- Attended Peterborough County Chiefs Meeting
- Adjust response protocols for Corona Virus (2019-nCoV) screening
- Attended GIS training
- In January, we attended 30 calls for help, resulting in 36 station responses and 58 fire apparatus deployments plus automatic aid response
- Compared to January 2019, we had 34 calls for help

- Alarm and Elevator annual testing has been completed at both Community Centres.
- Manager and Assistant have completed Monthly Health & Safety inspections at facilities, including addressing previous outstanding items. Created an action item checklist for completion.
- Still collecting Ice Request forms that have been sent to regular User Groups for 2020/2021 ice season.
- Researching best practices for ice rental cancellations and canteen operations.
- Research and consolidating findings from neighbouring municipalities on Fees for Services Bylaw. Look at proposing changes in near future.
- Obtaining quotes for arena signage, and flooring at the Recreation Centre.
- Reviewing all arena advertising agreements in place, invoicing, and new prospects.
- Reviewing sponsorship opportunities for Public Skating still available.
- Addressing outstanding Accounts owing from 2019.
- Introduced to the "Municipal Access to Recreation Committee" group, share resources, ideas, training.
- Hosted monthly staff meeting for the Arena operators, outlining Township updates, expectations, incidents, concerns, compliments, projects.

**Report Approval Details**

Document Title:	Recreation Facilities - February 2020.docx
Attachments:	
Final Approval Date:	Feb 24, 2020

This report and all of its attachments were approved and signed as outlined below:

Crystal McMillan

Martina Chait-Hartwig

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development and enrichment for the community.

**(APPROVED)**

**Minutes of a Meeting of the Township of Douro-Dummer Public Library Board held on January 14<sup>th</sup>, 2019 at 3:00 p.m. at the Douro-Dummer Public Library.**

**Present:** Board Chair: Georgia Gale-Kidd  
Vice Chair: Darla Milne  
Board Member: Marian Leahy  
Board Member: Marc Trudeau  
Board Member: Sharon McKeiver

**Regrets:** Board Member: Clara Leahy  
Board Member: Councillor Heather Watson

**Recording Secretary:** Douro-Dummer Public Library – CEO, Anne Landry

**1. Call meeting to order:** The Chair called the meeting to order at 3:04 p.m.

**2. Disclosure of Pecuniary Interest:** The Chair reminded the Board of their obligation to declare any pecuniary interest. None were declared.

Carried

**3. Adoption of the November 12<sup>th</sup>, 2019 Minutes:**

**Resolution Number 104-2019**

Moved by: Darla Milne                      Seconded by: Marian Leahy  
That the November Minutes be accepted.

Carried

**4. Business arising from Minutes:**

a) Committee Reports

- i) Art Gallery – Verbal report from Sharon McKeiver. James Lasenby's Art Show Opening went very well, many people came despite the bad weather. Next show will be from April to June and Rose-Marie Cisco will present her paintings. Mike Towns will offer a photography workshop on February 1<sup>st</sup>. The Art Gallery Committee is working hard to offer the community workshops and special events. The Art Gallery is booked until spring of 2021.
- ii) Warsaw school – Verbal report from Anne Landry – Everything is going well with the pop-up library in Warsaw.
- iii) Friends of the Library – Verbal report from Marian Leahy – There will be a Friends Speakers Series Saturday January 18<sup>th</sup> about traveling. The Family Day Skating at the Douro Arena will be back again this year on February 17<sup>th</sup>, on partnership with the Knights of Columbus who will be offering free hot chocolate and hot dogs. The Friends are also working on some March Break

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development and enrichment for the community.

activities. The February Speaker Series will be about Financial Literacy with Ally Pyle from Scotiabank. Marc Trudeau raised the possibility of joining forces with the Donwood Park Committee for a gardening workshop.

**Resolution Number 105-2019**

Moved by: Darla Milne                      Seconded by: Marc Trudeau

That the Board receives the Committee Reports.

Carried

b) Report on Propane Company

**Resolution Number 106-2019**

Moved by: Marc Trudeau                      Seconded by: Darla Milne

That the Board receives the Propane Company Report.

Carried

c) Energy Audit

**Resolution Number 107-2019**

Moved by: Darla Milne                      Seconded by: Sharon McKeiver

That the Board does not pursue an energy audit.

Carried

**Resolution Number 108-2019**

Moved by: Darla Milne                      Seconded by: Sharon McKeiver

In the event the Library does not get the grant for a new building, the Library Board should insure improvement to the building energy efficiency to reduce our energy cost.

Carried

d) Ramp Update

Anne gave a verbal update about the ramp.

**Resolution Number 109-2019**

Moved by: Marc Trudeau                      Seconded: Sharon McKeiver

To have the CAO, Martina Chait reach out to Kevin English about the ramp to make sure it is done on time.

Carried

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development and enrichment for the community.

## **6. Review of Financial Reports**

### **Resolution Number 110-2019**

Moved by: Marc Trudeau

Seconded: Marian Leahy

That the Board receives the Financial Report dated December 31<sup>st</sup>, 2019.

Carried

## **7. Librarian's Report – Report dated December 3<sup>rd</sup>, 2019.**

The CEO gave a verbal report about the Librarian's Report.

### **Resolution Number 111-2019**

Moved by: Darla Milne

Seconded by: Sharon McKeiver

That the Library Board receives the Librarian's Report dated October 1<sup>st</sup>, 2019.

Carried

## **8. New Business –**

a) Vision and Mission Statement

Deferred until the next meeting

b) Changes to the Public Library Act concerning required number of board meetings

### **Resolution Number 112-2019**

Moved by: Marc Trudeau

Seconded by: Darla Milne

Following the changes to the Public Library Act the Library Board will have eight meetings a year, eliminating the March, June, August and December meetings.

c) Pay rate for casual staff – Report dated January 14<sup>th</sup>, 2020

### **Resolution Number 113-2019**

Moved by: Darla Milne

Seconded by: Marian Leahy

That we maintain the rate of pay for the two casual staffed concerned.

**9. Correspondence** – Emails from Casey's Propane; Mohawk College Field Placement Coordinator; Dave Clifford (Energy Audit); Email from Kevin Finnerty Assistant Deputy Minister, Culture Division; Email from Darlene Heffernan.

### **Resolution Number 114-2019**

Moved by: Marc Trudeau

Seconded by: Darla Milne

That we receive the correspondence.

Carried

Mission Statement: The Douro-Dummer Library is committed to providing access to resources and opportunities for reading, life-long learning, personal development and enrichment for the community.

**10. Adjournment:**

**Resolution Number 115-2019**

Moved by: Marc Trudeau

Seconded by: Darla Milne

That this meeting of the Douro-Dummer Public Library Board be adjourned. The meeting was adjourn at 4:15pm.

Carried

**Next Meeting:** February 11<sup>th</sup>, 2020 at 3:00 p.m. at the Douro-Dummer Public Library, Douro

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Georgia Gale-Kidd,  
Board Chair

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Anne Landry,  
Recording Secretary



## **Minutes**

### **Donwood Parks Committee Meeting November 26, 2019, 6:30 p.m. Harvest Room, Douro Community Centre**

**In attendance: Marc Trudeau (Chair), Councillor Heather Watson, Chris Hickson, Mike Mood**

**Regrets: Angela Bullock**

1. Call to order – The meeting was called to order at 6:35 p.m.
2. Declaration of Pecuniary Interest – No pecuniary interest was declared.
3. Approval of the Minutes of the meeting from October 29, 2019

**Motion: To approve the minutes as presented**

**Moved by Chris Hickson, Seconded by Marc Trudeau**

**Carried.**

4.

- a. Funding application update

Councillor Watson provided a verbal update on the status of the Trillium application. The funding application was successful and a report will be going to Council next week to have Council enter into an agreement with the Province.

- b. Project Expenses

Councillor Watson advised that roughly \$5,000 has been spent to date on the project which includes the purchase and installation of new basketball nets, the removal of playground equipment and staff time to attend meetings.

- c. Donwood Community Centre Sale

Although the “Sold” sign is still on the property, it was believed that the sale has closed and that the funds are now available.

There were discussions about being prudent with the funds that are available. Discussions led to creating community partnerships with other organizations and businesses so as to leverage funding to its’ fullest extent.

- d. Daleview Park Sale

Councillor Watson advised that there are still ongoing discussions about the sale of Daleview Park. A meeting is scheduled with residents adjacent to the property.

The committee discussed and agreed that any revenue that could be garnered from the sale of Daleview Park is not going to have any impact on the development of Maryvale and Clintonia Parks and further that it seems more logical to keep the land as green space for the community.

e. Strategic Plan 2020

Conversations then turned to identifying the steps necessary to move forward with the development of the two parks.

**Motion: That staff ask the playground equipment vendors to update their quotes on the chosen equipment with the addition of a swing set.**

**Moved by: Chris Hickson, Seconded by: Councillor Watson  
Carried.**

**Motion: That staff obtain a quote to restore the existing swing set.**

**Moved by: Councillor Watson, Seconded by: Marc Trudeau  
Carried.**

**Motion: That Councillor Watson work with staff to engage Otonabee Conservation to move forward with permitting for Clintonia and Maryvale parks.**

**Moved by: Councillor Watson, Seconded by: Chris Hickson  
Carried.**

It was noted that ORCA offered to plant trees along the creek bed.

**Motion: That staff engage with local businesses regarding the landscaping of Maryvale Park;**

**And further that staff obtain quotes for two benches for Maryvale Park.**

**Moved by: Marc Trudeau, Seconded by: Councillor Watson  
Carried.**

**Motion: That staff obtain updated quotes on engineered wood chips.**

**Moved by: Marc Trudeau, Seconded by: Chris Hickson  
Carried.**

f. New Business

Staff advised that the Recreation Committee would like to know what is happening with the Donwood Parks committee. The Chair advised that the community is invited to attend our public meetings.

5. Correspondence – None.

6. Closed Session – None.

7. Adjournment

**Motion: To Adjourn at 7:47 p.m.**

**Moved by Chris Hickson, Seconded by: Councillor Watson  
Carried.**

There will be no meeting in December.

Next meeting: January 29, 2020 6:30 p.m. Harvest Room, Donwood Community Centre

Meeting of the Township of Douro-Dummer Historical Committee  
At Douro-Dummer Library Building  
January 16<sup>th</sup>, 2020

Present:

Judy Bryan	Annette Dunford	Margie Morrissey	Roberta Thompson
Amie Brock	Ruth Benson	Murray Batten	

Regrets:

Shelagh Landsman	Doug Simms
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Guest:

Mike Towns

Meeting Minutes:

Previous meeting minutes from December 13, 2019 adopted as read:

Adopted: Ruth Benson                      Seconded: Annette Dunford

Carried

Position of Chair - Ruth Benson nominated Margie Morrissey, Annette Dunford seconded,  
Carried

Position of Secretary - Annette Dunford nominated Amie Brock, Ruth Benson seconded, Carried

Budget:

-No Movement

Log Cabin Books:

-Historical Committee web page says \$25, this needs to be updated to \$30 - Margie Morrissey to contact Martina to update

Value of Logs - No Movement

Historical Memoirs project:

-Names suggested are Bernard Sullivan, Gary Miles, Red Sullivan, Marcel Mundell-Annette Dunford

-Denton and Harley Payne, Bev Lonsberry, Pete Milne - Amie Brock

-Once they memoirs are written we will have the reviewed by the interviewee before they are published.

New Business:

-We need to redo the maps on the historical guide they have not been updated since 2010. We will start to compile information in 2020 for 2021 release, we will add Galesburg and Margie Morrissey will look into map and dig out the old brochures.

Adjournment:

This Meeting was Adjourned at 7:31pm  
Moved by Annette Dunford, Seconded by Amie Brock, Carried

Next meeting will be held February 20, 2020 @ 7:00pm

## County Official Plan Project

### Meeting Minutes – February 13, 2020 Technical Advisory Committee Meeting No. 15



Location: Committee Room, County Court House

Attendees: Eric Rempel (NK), Tiffany Ly (TL), Ed Whitmore (AN), Crystal McMillan (DD), Tom Cowie (Hiawatha FN), Christina Coulter (CM), Karen Ellis (CM), Sonia Aaltonen (HBM), Barb Waldron (OSM), Bryan Weir (County), Iain Mudd (County), Keziah Holden (County)

Absent: Jeannette Thompson (SEL), Kaitlin Hill (Curve Lake FN), Julie Kapyrka (Curve Lake FN), Martina Chait-Hartwig (DD), Anna Currier (SEL), Rob Lamarre (SEL)

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Meeting started at 1:32pm

Items and issues discussed at the meeting were as follows:

#### Business Arising from Minutes/New Business

- Changes to TAC meeting schedule – additional date to be added in February, and September meeting to be rescheduled for one week later

#### Update on Land Needs Assessment

- County staff attended a workshop hosted by the Province on January 23<sup>rd</sup>; the purpose of the workshop was to review and provide comments on a proposed simplified Assessment for use by slow-no growth Municipalities
- Province is currently in the final stages of developing this new methodology
- Public consultation expected to commence late February – early March
- With respect to the completion of the County's Land Needs Assessment, it is expected that an RFP will go out sometime after the simplified Assessment methodology is in effect. Exact timeframes are not known, but will involve selecting a consultant, obtaining the necessary statistics, completing the analysis etc.
- Complicating factors are that a draft Provincial Policy Statement (PPS) could come into effect, and the Province is planning to review and update the employment and population figures in Schedule 3 of the Growth Plan
- The City of Peterborough Official Plan process is ahead of the County, and as such, the City has already completed their Land Needs Assessment (under the current methodology) and is currently waiting for a response from the Province
- CM staff questioned what the next steps were once the Land Needs Assessment was completed

- County staff indicated that the results will likely be discussed with the TAC first so that everyone can understand the content and implications, and have the ability to answer questions
- The TAC may also discuss allocations, and information from the Township's may be required with respect to the current servicing capacity of Municipal systems and plans for any new systems in the future or expansions/upgrades to the existing systems

#### Official Plan Policy Review

- Reviewed Natural and Human Made Hazards through to end of Wildland Fire, plus Interpretation section
  - TAC generally agreed that the Natural and Human Made Hazards subsections could be re-distributed to other sections of the Plan for ease of use
  - The use of definitions will be important in for the Waste Management policies – County staff to prepare definitions
  - CM staff requested wording be added that would place a Holding (H) in the local Zoning By-Law for lands within a 500m radius of landfill sites as in their current OP – other TAC members supportive of this approach
  - Flooding and Erosion policies briefly reviewed by the TAC but consensus that these policies would more appropriately be reviewed by Conservation Authorities
  - General discussion had about the need for a specific local Municipal section in the OP and instead have various local policies throughout the Plan in logical/related sections – this would make it easier for members of the public, consultants etc. who may not use the document every day – TAC to consider this approach
  - Wildland Fire policies generated discussion about the methodology for the mapping that was provided by the Province, the completion of Wildland Fire Assessments and how to implement the Assessments – County staff to discuss with Province at a future date
  - Interpretation section was reviewed with modifications to reflect when OPA's are not necessary

#### Next Steps & Action Items

- County staff to make changes to draft policies based on review by TAC
- TAC Members to consider the need for a designated section in the OP for Township-specific policies or if these policies are better suited to be found throughout the Plan in appropriate locations
- TAC Members to continue review of previously distributed draft policies

Meeting adjourned at 4:05pm



**Advisory Committee Meeting**  
February 19<sup>th</sup> 1–4pm  
Douro–Dummer Municipal Office

**Present:** Lindsay Burt, Paul Finigan, Donna Peacock, Heather Ray, Jenn McCallum, Hayley Goodchild, Jessyka McArthur, Melissa Hewitt

**Regrets:** Rhonda Paulsen, Heather Watson, Karl Moher, Karen Jopling

**Summary of Actions:**

- ACTION – remove maximum committee size from Terms of Reference
- ACTION – GUP to email Gord Earle to find out who controls the dam in Warsaw
- ACTION – Hayley to pull together two format options based on what works best for the actions
- ACTION – Please save the date for a release/celebratory event (May 25<sup>th</sup>)
- ACTION – OC to provide a plant list of Warsaw Back Dam pollinator garden upon request
- ACTION – Send out Conservation Authority survey links with minutes
- ACTION – Committee to review proposed Peterborough Action Plan outlines. Think about any organizational changes they would like to see for the Warsaw plan and send ideas to Hayley.



## **1. Welcome and Introductions**

## **2. Review draft Terms of Reference**

- Hayley introduced the draft Terms of Reference and the document was reviewed as a group. Feedback requested.
- Discussion about boundaries and their flexibility – boundaries can be altered as per decision of the Advisory Committee.
- Edits offered: remove maximum # of members and just have minimum.
- Discussion about make-up of committee, and whether to extend list to include other representatives as required for quorum (e.g. community resident), decided to leave as is.
- Confirmation that after the one mentioned change the Final document can be circulated.

## **3. Engagement Report Back**

- Hayley introduced the engagement summary document – the document was reviewed as a group. Document outlines major themes, what we have heard, locations of interest, and gaps. The priority titles can be changed, these are temporary organizational titles to help us make sense of the emerging themes.
- Have engaged with about 25% of the population
  - Lots (15) of one-on-one conversations with experts and residents (most time consuming, but most deep information gathering)
  - 2 outreach and tabling events
  - Survey (41 responses)
  - Event (Water Warsaw Gathering)
- Emerging Priorities:

### **1. Drinking water quality and quantity**

- Highest ranked issue using a number of feedback measures (survey, Feedback Frames, etc.)
- Low wells identified as common issue, but usually only in connection with significant droughts (e.g. summer 2016)
- Iron and sulphur in water, expensive to treat

## 2. Watershed ecological health

- Also highly ranked among survey respondents, and interviewees—lots of interest in health of river, wetlands, wildlife habitat, etc.
- Watershed Report Card grades (once every 5 years) are aligned with other watersheds – so is an indicator of health comparison for all of southern Ontario watersheds
- Anecdotal observations: residents noticing changes in the sub-watershed (increase of geese #s, algae, etc.). Questions as to why? Discussion on development of Stoney Lake (where Warsaw water comes from), climate change impact, and lawn maintenance changes (geese love mowed grass) (other municipalities, such as Lakefield, have geese programs to deter geese from shorelines)

## 3. Community, identity, and place

- Water is central to people's identities and the sense of place and community in Warsaw.
- People spend a lot of time near/on the water.
- Central to how people think of themselves as community members.
- Suggestion to reword this priority as 'Personal responsibility/ownership/stewardship.' No decision made.
- Added info from group:
  - Fewer people swimming at the dock by the Church compared to years past due to algae (maybe last six years).
  - Does Health Unit test water at this site? GreenUP to follow up.

- Used to swim off the left hand side (other side was weeds), but now seems to be getting closer and closing off.
- Discussion about difficulties of identifying causes. Could be phosphorous, or climate change (or both)!
- Discussion about solutions: Lake Simcoe offers a good example. Solutions/mitigation could address issues despite causal factors (e.g. increase shade over water).

#### 4. Flooding

- Not heard about as often as other themes, but with enough frequency that it is warranted.
- Despite limits to isolated pockets, the impact flooding can have, combined with projected increases in storm and precipitation activity through climate change, means we should address it. Likely to increase as an issue for the community.
- Priority area: Water St. between Mill and Ford
- Partners want to know more about hydrology
  - Noted that on Peterborough Street, sump pumps don't stop running in spring
  - Behind firehall/LCBO used to be a creek.
  - These areas are flooding worse in the spring.
  - Houses along Payne Line have low water, and use cisterns and truck in water, perhaps because it's all flowing downhill.
  - Question: who controls the dam? May be static. GU to look into it further.

#### 5. Water education and empowerment

- Lots of excitement and interest about teaching youth more about water (to clarify, education doesn't need to mean *just* youth, can include adult education too)
- Interest in a better understanding of how water is connected

**ACTION:** Committee to review and think about any organizational changes to the themes they would like to see before Action Plan is created.

- Hayley presented a review of Baseline Data.
  - Most social and demographic data sourced from census (which is tricky because of boundary areas don't align exactly).
  - Some data has been calculated by GreenUP (with support from Trent student) through provincial well records, iTree Canopy, PWQMN, iNaturalist, ebird, EDmaps, QGIS, and impervious calculations. Emphasis that these are not perfect numbers because often this type of data is not usually captured at a neighbourhood level.
  - Watershed grade from Otonabee Conservation.
  - iNaturalist and ebird is a great citizen science tool to help people be more familiar with their natural surroundings.

#### 4. Action Plan

- Have heard a number of action ideas from the community. Currently working on getting a sense of how ideas align with priority themes, ranking of ideas based on short/long term, etc.
- As outline of AP is being drafted these actions will be shared for comments/additions with the committee.
  1. Does 10 year time frame make sense for Warsaw?
  2. Preferred Format?
  3. Release
  4. Future actions include drafting the Action Plans, creation of maps/graphics, and period of review (GUP to lead these steps with Committee support, especially for the review)
- Review of Action Plan elements, as examples, from SUN Peterborough. Hayley stressed that the Warsaw Action Plans so NOT need to be just like the Peterborough plans, we can make them look anyway we would like.
  - Graphic based

- Provides baseline stats and neighbourhood history
  - Overview of the program (who, what, why) (super small section)
  - Long term outcomes associated with each theme (for Warsaw our theme is water)
  - Overall vision (conveys the major actions and summary of all the recommendations) – gets to the heart of the goals
  - Within the plan, each of the focus areas are explored.
  - Since ptbo action plans had multiple themes (not just water), and because some actions addressed multiple themes, it didn't make sense to organize actions according to main themes. Instead, we created different 'focus areas,' and showed how each focus area address multiple themes. For Warsaw, this element could stay, or be removed.
  - Celebratory element where achievements are showcased to encourage continued action
- Invited group to discuss:
    - What do you like about the existing AP format?
    - What don't you like about the existing AP format?
    - What kind of the tone, scope, and format do we want the Warsaw Water AP to have? What suits Warsaw?
  - Consensus
    - Keep graphic, colour, and visual elements
    - Keep it simple – more to the point of what to be accomplished and how everyone fits into it
    - Be open to other formats – Book or poster or brochure?
    - Need to know the actions before format can be finalized
      - Currently ~87 proposed in the list from outreach and needs more work to consolidate and assess them.

**ACTION:** Hayley to pull together two format options based on what works best for the actions and circulate them for feedback before starting the draft.

- AP Release
  - RBC recognition event
  - Combine with a planting demonstration project
  - Make a larger celebratory event
  - GUP proposed May 25<sup>th</sup> as a date for this event
  - Planting, then media release, then more planting (if necessary) No immediate conflicts with the date – time is needed. Likely an afternoon window.

**ACTION:** Please save the date for a release/celebratory event

- Discussion on volunteers, recommended to invite the schools. Could also invite Lions and the Knights and the optimist club and ptbo county stewardship to help volunteer.
- AP timelines
  - To ensure the AP's are ready for the release event would need a strict timeline. Does three weeks provide enough turn around for review (April 1–18<sup>th</sup>). Consensus reached for the proposed timeline.

## 5. Review proposal demonstration planting projects

- Two planting for the spring to reach out 500m<sup>2</sup> deliverable.  
In 2019 we installed (a rain garden and shoreline shrubs) 218m<sup>2</sup> (so remaining 282m<sup>2</sup>). Additional sites have been shared by the community (such as Lions Park and Warsaw United Church)

### 1. Warsaw Public School

- Site host agreement already signed (they maintain and provide volunteers, GUP to provide design and plants)
- Planned for May 13/14<sup>th</sup>
- Jenn shared a draft site design (based on 2019/2020 site visits).

- i. Northwest driveway trees likely to get moved in the design
- ii. Demonstration projects focused on water – so planting proposed along waterway (Northwest side) and focus on erosion control (due to water movement). Plants on south-west to prevent erosion and for stormwater capture.
- iii. Salt from snow pile could be of concern – recommendation to ensure trees in that area are salt tolerant
- iv. Jenn discussed that students are also not always ‘nice’ to new plantings. GUP, through another program called WOW, is working with an organization called Evergreen for best practice on protecting new plants that we hope to implement these suggestions
- v. Perhaps add some protection to the tree truck (orings?)

## 2. Warsaw Back Dam

- Tentatively May 25<sup>th</sup>
- 26 of 41 survey respondents said they spend time at Back Dam Park
- Proposal to plant along the ephemeral creek that runs through the park.
- Advised to leave a resident self-watering opportunity Existing pollinator garden that Otonabee Conservation planted in the past (2015)
- Suggestion to mark out the planting very clearly (especially due to the dry up in the summer) OR leave a few breaks that are obvious crossings with rocks or mulch
- Suggestion to ensure that plants near road are salt tolerant

**ACTION:** GUP to inquire with Otonabee Conservation about needed permits

**ACTION:** GUP to inquire with Township about signing of Site Host Agreement

**ACTION:** OC to provide a plant list upon request

## **6. New Business**

- Announcement by Paul – two surveys out for folks to fill in (public and professionals). One with through the provide to advise the province. Another is through World Wildlife to obtain more information about how people use the data that Conservation Authorities collect.
- ALUS and East Central Farm Stewardship are taking applications for green projects from farmers who may be looking for financial assistance or advice. Talk with Paul in the next couple of weeks.

**ACTION:** Send out Conservation Authority survey links with minutes





## Advisory Committee Terms of Reference

### About GreenUP

#### Who we are

For 25 years, GreenUP has been central and eastern Ontario's leading organization focused on issues of environmental education, sustainability, and stewardship. A registered charity, we partner with individuals, businesses, other non-profit organizations and governments. Together we work to ensure that our region maintains its long standing track record of environmental leadership in Ontario and across Canada.

#### What we do

GreenUP is an active community organization offering dozens of programs and services to those living both full time and seasonally in the Kawartha Lakes region of Ontario. Our programs focus on facilitating positive action and provide the tools to make small changes in their home or cottage that can create a large and lasting impact on our environment.

### Sustainable Urban Neighbourhoods (SUN) Warsaw

The impacts of climate change (such as more frequent and severe floods and droughts) will not impact all communities and residents equally. Understanding climate change impacts, opportunities, and solutions at a neighbourhood scale allows action and planning unique to the needs of each neighbourhood. The needs of urbanizing rural communities, like the Hamlet of Warsaw, vary greatly. Like other SUN neighbourhoods, Warsaw requires its own unique action plan. In 2019, thanks to funding from the RBC Foundation, GreenUP launched its SUN program in the Hamlet of Warsaw.

Located along the Indian River within the Township of Douro-Dummer, the SUN Warsaw program focuses on sustainable action with the goals of:

- Improving water quality
- Protecting and remediating the Indian River
- Increasing knowledge and awareness of water within the community



SUN Warsaw will be the first rural community to pilot the model and will be a prime example of how a rural community can advance sustainable renewal and climate action.

The GreenUP Sustainable Urban Neighbourhoods (SUN) program is a collaborative, neighbourhood-based solution for advancing sustainable renewal and climate action. SUN joins neighbourhood residents, municipalities, and other community partners to identify and support opportunities for sustainability through immediate, demonstrative impacts, visioning and planning for future action, and the sharing of skills and knowledge.

The specific deliverables for the SUN Warsaw program are as follows:

#	Indicator	Goal Qty	Goal Units	Goal Description	Baseline Qty	Baseline Units	Baseline Description
1	Area of shoreline/riparian greenspace/wetland/aquatic habitat remediated/stabilized as a direct result of this project.	250	m2	The anticipated remediation and planting of 250m2 of shoreline area associated with the implementation of the Quick Start projects, such as repairing and expanding buffer zones.	0	m2	Currently there are no plans to remediate the shoreline within Warsaw.
2	Number of people educated about water management in urban areas/urban water issues as a direct result of this project (through workshops, events, displays, presentations, classroom programs, resources, tools etc.)	250	people	The program will interact with, and increase the urban water issue knowledge of local residents and decision-makers within Warsaw.	0	people	Currently no water awareness is being strengthened in Warsaw.
3	Number of reports (ex: proposal, plan, strategy, policy) created about protecting urban waterways and storm water management.	1	reports	Community Action Plan to be developed and shared.	0	reports	Currently no plans for report creation.
4	Number of volunteers participating directly in this program/project	150	volunteers	The project goal is to have at least 150 volunteers directly participate in the project by volunteering at Quick Start events.	0	volunteers	There are currently 0 (zero) volunteers working on this project.
5	Area of land with improved filtration measures developed as a direct result of this project (ex: area depaved, SUDs installed, permeable pavement installed, rain garden installed, green infrastructure built).	250	m2	Improved filtration area through the anticipated installation of green infrastructure geared Quick Start projects, such as rain gardens.	0	m2	Currently no plans to improve filtration measures within Warsaw.

## SUN Program History

In 2017, SUN launched in the City of Peterborough, working within two urban neighbourhoods, Peterborough's Kawartha Heights and East City – Curtis Creek neighbourhoods. Between 2017 and 2019, SUN Kawartha Heights and East City – Curtis Creek collaborated with the City of Peterborough, neighbourhood residents, Otonabee Conservation, Nourish, and other partners. Funded by the Ontario Trillium Foundation, the three year Grow Grant has allowed GreenUP to successfully test the SUN model within a mid-sized City. Together, SUN Kawartha Heights and

East City – Curtis Creek have planted 1700 square metres, or over 18,000 square feet, of demonstration gardens and trees. This area is equivalent to one NHL sized hockey rink!

In 2019, SUN launched in the Hamlet of Warsaw, piloting the rural community as a neighbourhood due to its comparable size. Focusing on the sustainability of storm water (rain) and water quality, SUN Warsaw will be the first rural community to pilot the model, and will be a prime example of how a rural community can advance sustainable renewal and climate action. Thank you to RBC Environment Fund for funding towards this project.

SUN is modelled after the Toronto and Region Conservation Authority's Sustainable Neighbourhood Action Plan (SNAP) program. SNAP helps municipalities and organizations improve efficiencies, draw strong local community support, and build innovative partnerships for implementation of a broad range of initiatives in the public and private realms. By reframing environmental projects to incorporate greater social and economic outcomes, SNAP has helped to generate creative solutions that garner more support for implementation.

### Program Links

- [SUN Warsaw](#)
- [SUN program website](#)
- [Sustainable Urban Neighbourhoods Brochure](#)
- [Sustainable Neighbourhood Action Plan \(SNAP\)](#)
- [Peterborough Examiner: SUN Shines in Peterborough](#)
- [Peterborough Examiner: Greening Peterborough Neighbourhoods](#)

### Membership

Management of the SUN Warsaw program will fall under GreenUP as the legal authority (grant, bookkeeping).

The SUN Warsaw Advisory Committee is a formal collaborative, and membership within the Advisory Committee will include, but is not limited to, representation from the following organizations:

- GreenUP
- Township of Douro-Dummer
- County of Peterborough
- Otonabee Conservation

Members are expected to:

- Have at least one dedicated representative on the Advisory Committee
- Attend Committee meetings
- Engage in consensus-based decision making at meetings
- Receive SUN Warsaw program newsletters electronically via MailChimp



- Subject to availability, provide GreenUP staff with baseline data as requested, which might include historical, social, or ecological data pertaining to the Warsaw area. Separate data sharing agreements may be created to govern terms of use, if required through legislation and/or organizational policy.
- Advise GreenUP staff on program decision making, Warsaw community boundaries, and other items as requested
- Provide feedback on the SUN Warsaw Action Plan in a timely manner, so that the Water Action Plan can be complete and finalized by May 2020
- Attend planning and planting events as schedules allow (notably the Warsaw Water Gathering on January 29, 2020, from 5-8:00pm), and an RBC Recognition event (TBD).
- Inform GreenUP staff of upcoming events in Warsaw
- Connect GreenUP staff with community members for the purposes of gathering data towards the Action Plan

The Committee will include no fewer than 5 members.

The work of the collaborative is supported through two paid part-time Coordinator positions, whose roles at GreenUP are currently funded until May 31, 2020. These Coordinators are responsible for chairing and coordinating the SUN Warsaw Advisory Committee.

### Meetings

The Advisory Committee will hold meetings throughout the years 2019 to 2020. The frequency of meetings can be adjusted as the committee sees fit throughout the year, but there will be approximately 4-5 meetings throughout this one-year time period.

### Decision-Making

Members of the Advisory Committee will help to ensure the program meets the needs and interests of each stakeholder and the wider Warsaw community. The Committee will make recommendations regarding programming proposals and decisions using a consensus-based decision-making approach. GreenUP will align recommendations with program budgets and organizational capacity and will maintain final decision-making.

### Review

The Terms of Reference will be revisited and renewed annually.

Date of Last Revision: February 18, 2020

## Back Dam Park Planting Plan

### Current site conditions

- Shallow, rocky soil
- Drought in summer
- Ephemeral stream that flows through the southwest side of the land
- There is a pavilion with a picnic table, a playground, and a garbage receptacle, as well as parking at the site. There is also a bridge that goes over the ephemeral stream on-site. Families use the site for swimming and to access the Indian River.
- Who maintains this space? Who mows the grass in the summer? Would there be a possibility for watering plants as they establish along the ephemeral stream?
- Will permitting be required from Otonabee Conservation to plant at this site?
- 76% (n=26) of 41 respondents to the Warsaw Water Survey use Back Dam Park for recreation
- Feedback from the Warsaw Water Gathering showed an interest in more shade, tree planting, and less mowing at Back Dam Park
- Otonabee Conservation has planted a pollinator garden along the southeastern side of the property, near the ephemeral stream



Site photos





## Plants proposed for this site

Trees	Number
Hop Tree	2
Red Cedar	1
Total	3

Shrubs	Number
Fragrant Sumac	4
New Jersey Tea	9
Ninebark	8
Total	21



Wildflowers	Number
Butterfly Milkweed	13
Common Milkweed	6
Heath Aster	14

Purple Coneflower	5
Wild Bergamot	6
Total	44




Grasses	Number
Indian Grass	6
Little Bluestem	9
Prairie Dropseed	3
Total	18




Ferns	Number
Christmas Fern	10
Total	10

Total number of plants	96
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<i>Trees</i>								
<i>Common name</i>	<i>Scientific name</i>	<i>Sun or shade requirements</i>	<i>Height</i>	<i>Spread</i>	<i>Photo</i>	<i>Notes</i>	<i>Bloom time</i>	<i>Maintenance</i>
Eastern Red Cedar	<i>Juniperus virginiana</i>	Full sun	30-40 feet	20 feet		Tolerates saline soils, salt spray, deer, drought, erosion, dry soil, shallow-rocky soil, black walnut, and air pollution.	Non-flowering, but produces blue berries	Low maintenance.
Hop Tree	<i>Ptelea trifoliata</i>	Part shade to full shade	15-20 feet	15-20 feet		Tolerates drought, dry soil, and shallow rocky soil.	Blooms greenish white, fragrant, insignificant flowers in June. Produces showy fruit that can be used as a hop substitute.	Low maintenance. Prefers dry to medium moisture. Provides winter interest. <a href="#">Species at risk in Ontario</a> (special concern status).
<i>Shrubs</i>								






Fragrant Sumac	<i>Rhus aromatica</i>	Full sun to part shade	3 feet	6 feet		Tolerant to rabbit foraging, drought, shallow-rocky soil, Black Walnut, and erosion.	Blooms yellow showy flowers in April.	Low maintenance. Grows in average, dry to medium, well-drained soil.
New Jersey Tea	<i>Ceanothus americanus</i>	Full sun to part shade	3-4 feet	3-5 feet		Tolerant to drought once established. Tolerates Black Walnut and shallow-rocky soils.	Blooms white, showy, fragrant blooms from May to July.	Low maintenance. Grows in average, dry to medium, well-drained soils. Not easily transplanted as it forms deep root systems.
Ninebark	<i>Physocarpus opulifolius</i>	Full sun to part shade	5-8 feet	4-6 feet		Tolerant to drought and erosion, medium maintenance, and requires dry to medium soil. Tolerates clay soil, shallow	Blooms white/pink, showy flowers from May to June.	Moderate maintenance. Grows in average, slightly acidic, dry to medium, well-drained soil. Prune after first bloom.

						rocky soil, and Black Walnut.		
Grasses								
Indian Grass	<i>Sorghastrum nutans</i>	Full sun	3-5 feet	1-2 feet		Tolerant to drought, dry soil, erosion, shallow-rocky soil, Black Walnut, and air pollution.	Blooms light brown flower with yellow stamens September to February.	Moderate maintenance. Grows in average, dry to medium, well-drained soils. Cut to the ground in late winter-early spring.
Little Bluestem	<i>Schizachyrium scoparium</i>	Full sun	2-4 feet	1.5-2 feet		Tolerant to deer, drought, erosion, Black Walnut, shallow-rocky soil, and air pollution.	Blooms purple-bronze, insignificant flower August to February.	Low maintenance. Grows in average, dry to medium, well-drained soils.
Prairie Dropseed	<i>Sporobolus heterolepis</i>	Full sun	2-3 feet	2-3 feet		Tolerant to deer foraging, shallow-rocky soil, Black Walnut, drought, dry soil, erosion, and air pollution.	Blooms pink and brown, showy, fragrant flower August to October.	Low maintenance. Grows in average, dry to medium, well-drained soils.



Fern								
Christmas Fern	<i>Polystichum arcostichoides</i>	Part shade to full sun	1-2 feet	1-2 feet		Tolerates rabbit, deer, drought, heavy shade, erosion, shallow-rocky soil	Non-flowering	Low maintenance. Prefers organically rich, dry to medium, well-drained soils.
Wildflowers								
Butterfly Milkweed	<i>Asclepias tuberosa</i>	Full sun	1-2.5 feet	1-1.5 feet		Tolerant to drought, shallow-rocky soil, dry soil, erosion, and deer foraging. Attracts butterflies.	Blooms yellow-orange, showy flowers June to August.	Low maintenance. Grows in average, dry to medium, well-drained soil.
Common Milkweed	<i>Asclepias syriaca</i>	Full sun	2-3 feet	0.75-1 foot		Tolerant to drought, dry soil, shallow-rocky soil, erosion, and deer foraging; attracts butterflies.	Blooms pink-white, showy, fragrant flowers June to August. Produces seed pods in the fall.	Low maintenance. Grows in average, dry-medium, well-drained soils. Allow flowerheads to go to seed.

Heath Aster	<i>Aster ericoides</i>	Full sun	1-3 feet	1-1.5 feet		Tolerant to shallow-rocky soil, erosion, and drought.	Blooms white, showy flowers with yellow centers August to October.	Low maintenance. Grows in average, dry-medium moisture, well-drained soils.
Purple Coneflower	<i>Echinacea purpurea</i>	Full sun to part shade	2-5 feet	1.5-2 feet		Tolerant to drought, deer foraging, and shallow-rocky soil.	Blooms June to August. Purple-pink, showy Bloom.	Low maintenance. Grows in average, dry to medium, well-drained soils. Divide clumps if overcrowding occurs. Leaves and flower buds can be used to make herbal tea. Harvest coneflowers beginning in their second year.
Wild Bergamot	<i>Monarda fistulosa</i>	Full sun to part shade	2-4 feet	2-3 feet		Tolerant to drought, Black Walnut, dry soil, shallow-rocky soil, and deer	Blooms pink/Lavender showy, fragrant flowers from July to September.	Moderate maintenance. Grows in dry/medium, well-drained soils. Cut back in fall. Self seeds.

						foraging, attracts humming- birds and butterflies.		
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## Warsaw Public School Planting Plan

### Current site conditions

- Slope extends from school down towards north side of property by about 2 metres
- South side of property: slope extends down from school about 4 m to bottom of play area
- Drought in summer
- Ditch flows through the northwest side of the property
- There is a pavilion with picnic benches and a rain barrel east of the school building. South of the garden is a vegetable garden.
- Who maintains this space? Who mows the grass in the summer? Would there be a possibility for watering plants as they establish through the summer?
- Will permitting be required from Otonabee Conservation to plant at this site?
- Feedback from the Warsaw Water Gathering showed an interest in more shade through tree planting at the school. The school noted seasonal flooding at the northwest side of the property.





Site photos





## Plants for Warsaw Public School

### North side of property

Trees	Number
Basswood	2
Bur Oak	1
Hop Tree	4
Ironwood	2
Northern Hackberry	3
Red Cedar	4
White Cedar	13
Total	29

Shrubs	Number
Pagoda Dogwood	4
Red Osier Dogwood	6
Witch Hazel	3
Total	13




### South side of property



Trees	Number
Hop Tree	3
Kentucky Coffee Tree	1
Red Cedar	2
Total	6

Shrubs	Number
New Jersey Tea	5
Snowberry	5
Total	10




Trees	Number
Basswood	2
Total	2




Total number of plants	60
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Trees								
Common name	Scientific name	Sun or shade requirements	Height	Spread	Photo	Notes	Bloom time	Maintenance
Basswood	<i>Tilia americana</i>	Full sun to part shade	50-80 feet	30-50 feet		Tolerant to drought and attracts butterflies. Native to North America, but not in this region	Blooms in June, showy fragrant pale-yellow flowers	Low maintenance. Requires moist fertile soil, intolerant to air pollution
Bur Oak	<i>Quercus macrocarpa</i>	Full sun	60-80 feet	60-80 feet		Tolerant to drought.	Blooms in April, yellowish-green bloom, insignificant flowers, showy fruit. Can be up to 35 years until first acorn crop.	Low maintenance. Prefers dry to medium, well-drained soils. Adaptable to a wide range of soil conditions.
Eastern Red Cedar	<i>Juniperus virginiana</i>	Full sun	30-40 feet	20 feet		Tolerates saline soils, salt spray, deer, drought, erosion, dry soil, shallow-rocky soil, black	Non-flowering, but produces blue berries	Low maintenance.




						walnut, and air pollution.		
Hop Tree	<i>Ptelea trifoliata</i>	Part shade to full shade	15-20 feet	15-20 feet		Tolerates drought, dry soil, and shallow rocky soil.	Blooms greenish white, fragrant, insignificant flowers in June. Produces showy fruit that can be used as a hop substitute.	Low maintenance. Prefers dry to medium moisture. Provides winter interest. <a href="#">Species at risk in Ontario</a> (special concern status).
Ironwood	<i>Ostrya virginiana</i>	Full sun to part shade	25-40 feet	20-30 feet		Common understory plant; if planted in full sun, it will benefit from 3" of mulch to retain moisture, Tolerates deer	Blooms insignificant red-brown flowers (male), or light green flowers (female), in April.	Low maintenance. Prefers average, medium- moisture, well drained soils






Kentucky Coffee Tree	<i>Gymnocladus dioica</i>	Full sun	60-80 feet	40-55 feet		Tolerant to drought and air pollution. Considered a species at risk in Ontario	Blooms May to June. Green-white showy, fragrant blooms. Showy fruit	Low maintenance. Requires moist, organically rich, well drained soils. Creates suckers
Northern Hackberry	<i>Celtis occidentalis</i>	Full sun to part shade	40-60 feet	40-60 feet		Tolerant to drought and air pollution.	Blooms green insignificant flowers from April to May. Produces edible fruit.	Low maintenance. Requires moist, organically rich, well drained soils.
White Cedar	<i>Thuja occidentalis</i>	Full sun to part shade	20-40 feet	10-15 feet		Tolerant to air pollution	Non-flowering evergreen tree	Low maintenance. Prefers average, medium moisture, well drained soil



Shrubs								
Bayberry	<i>Myrica pennsylvanica</i>	Full sun to part shade	5-9 feet	5-8 feet		Tolerant to drought and erosion.	Blooms yellow-green, insignificant bloom (male) in May. Showy fruit. Requires at least one male to produce fruit.	Low maintenance. Prefers average, dry to medium, well drained soils. Tolerates wide range of soil conditions. Produces suckers.
Fragrant Sumac	<i>Rhus aromatica</i>	Full sun to part shade	3 feet	6feet		Tolerant to rabbit foraging, drought, shallow-rocky soil, Black Walnut, and erosion.	Blooms yellow showy flowers in April.	Low maintenance. Grows in average, dry to medium, well-drained soil.
Nannyberry	<i>Viburnum lentago</i>	Full sun to part shade	14-16 feet	6-12 feet		Produces edible berries; tolerant to air pollution	Blooms white, showy flowers in May.	Low maintenance. Grows in average, medium, well-drained soils. Prune back after flowering.



New Jersey Tea	<i>Ceanothus americanus</i>	Full sun to part shade	3-4 feet	3-5 feet		Tolerant to drought once established. Tolerates Black Walnut and shallow-rocky soils.	Blooms white, showy, fragrant blooms from May to July.	Low maintenance. Grows in average, dry to medium, well-drained soils. Not easily transplanted as it forms deep root systems.
Ninebark	<i>Physocarpus opulifolius</i>	Full sun to part shade	5-8 feet	4-6 feet		Tolerant to drought and erosion, medium maintenance, and requires dry to medium soil. Tolerates clay soil, shallow rocky soil, and Black Walnut.	Blooms white/pink, showy flowers from May to June.	Moderate maintenance. Grows in average, slightly acidic, dry to medium, well-drained soil. Prune after first bloom.
Pagoda Dogwood	<i>Cornus alternifolia</i>	Full sun to part shade	15-25 feet	20-32 feet		Tolerates deer. Attracts birds and butterflies	Blooms yellowish-white, showy flowers from May to June.	Low maintenance. Prefers acidic, organically rich, medium moisture,

								well-drained soils
Red Osier Dogwood	<i>Cornus sericea</i>	Full sun to part shade	4-5 feet	4-5 feet		Tolerant to deer foraging, stabilizes the soil reducing erosion, and provides winter interest through its red stems	Blooms white, showy flowers from May to June.	Moderate maintenance. Prefers organically rich, fertile, moist soils. Pruning not required, but can prune back old stems in early spring
Snowberry	<i>Symphoricarpos albus</i>	Full sun to part shade	3-6 feet	3-6 feet		Attracts birds. Tolerates deer, drought, erosion, clay and dry soils.	Blooms pink, showy flowers June to July. Produces showy white berries in fall.	Low maintenance. Grows in average, medium, well-drained soils. Prune in late winter/early spring.
Spicebush	<i>Lindera benzoin</i>	Full sun to part shade	6-12 feet	6-12 feet		Tolerant to deer foraging and to drought	Blooms green-yellow, showy, fragrant flowers in April. Showy fruit.	Low maintenance. Grows in average, medium, well-drained soil



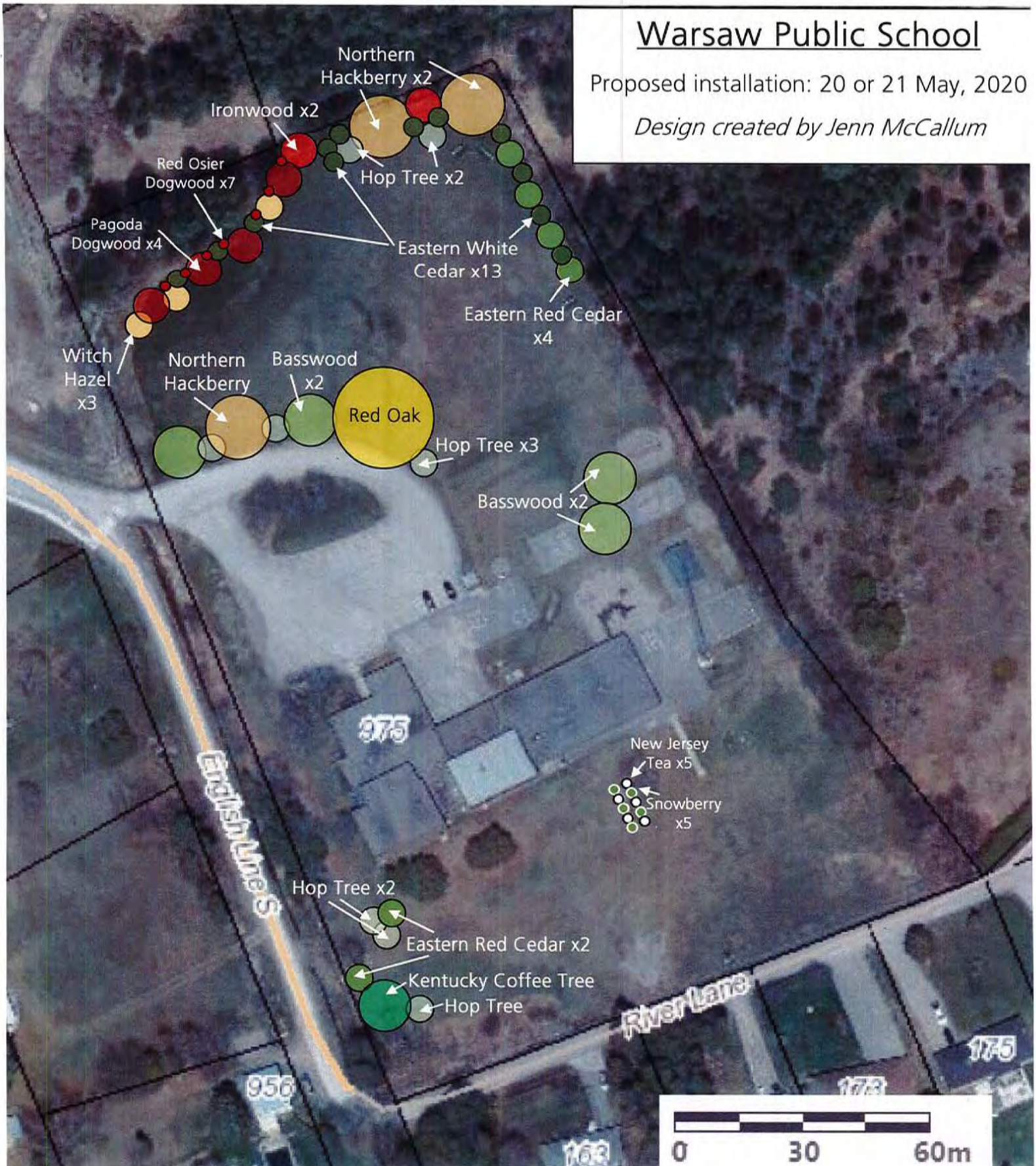
Spikenard	<i>Aralia racemosa</i>	Full sun to part shade	3-5 feet	3-5 feet		Drought tolerant	Blooms white, showy flowers June to August.	Low maintenance. Grows in average, medium moisture, well-drained soil. Plants will spread by self seeding and by creeping rhizomes
Witch hazel	<i>Hamamelis virginiana</i>	Full sun to part shade	15-20 feet	15-20 feet		Tolerant to deer, erosion, and clay soils.	Blooms yellow-orange, showy, fragrant flowers October to December.	Low maintenance. Grows in average, medium moisture, well-drained soils.



# Warsaw Public School

Proposed installation: 20 or 21 May, 2020

*Design created by Jenn McCallum*



#### North side of property

Trees	Number
Basswood	2
Bur Oak	1
Hop Tree	4
Ironwood	2
Northern Hackberry	3
Red Cedar	4
White Cedar	13
<b>Total</b>	<b>29</b>

Shrubs	Number
Pagoda Dogwood	4
Red Osier Dogwood	6
Witch Hazel	3
<b>Total</b>	<b>13</b>

#### South side of property

Trees	Number
Hop Tree	3
Kentucky Coffee Tree	1
Red Cedar	2
<b>Total</b>	<b>6</b>

Shrubs	Number
New Jersey Tea	5
Snowberry	5
<b>Total</b>	<b>10</b>

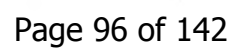
#### Near playground

Trees	Number
Basswood	2
<b>Total</b>	<b>2</b>

<b>Total number of plants</b>	<b>60</b>
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Proposed installation: 25 May, 2020  
Design created by Jenn McCallum





From: Doreen Davies < >  
Sent: 17-Jan-20 2:26 PM  
To: J M Jones <jjones@dourodummer.on.ca>  
Cc: kmaher@dourodummer.on.ca; Heather Watson <hwatson@dourodummer.on.ca>;  
slandsman@dourodummer.on.ca; twatt@dourodummer.on.ca; Martina Chait  
<MartinaC@dourodummer.on.ca>  
Subject: M.A.T.

Dear Mayor, Councillors , CAO

Since Douro held the meeting regarding MAT, I am assuming that you are considering the issue of applying the 4% tax to accommodations

While I did not attend the meeting, I am familiar with the legislation. As a result of a letter I sent to Council of Peterborough, bed and breakfasts are temporarily not included in their MAT.

I was scheduled to attend and speak on the matter at a Peterborough Council meeting, but cancelled when they excluded bed and breakfasts.

I am asking the township of Douro Dummer to exclude B&Bs for the following reasons.

1. We are mostly Mom and Pop outfits, meaning very small and in our homes, extra money to help with pensions etc
2. We have to compete with huge international hotels which have unlimited advertising dollars
3. In order to get on the first 3 pages of Google, we need to join booking companies
4. Hotels are allowed as many rooms as they like, we are restricted to 3 rooms in some jurisdictions and 4 rooms in others
5. Hotels are located in Commercial areas whereas B&B's are mostly located in Residential
  - a. Hotels can use unlimited lighted signage, B&B's are allowed a very small (no lights) sign
  - b. Hotels have limited noise restriction. B&B's can have no noise
  - c. Hotels do not get charged if guests park on street. B&B's are responsible if guests park on street
  - d. Hotels can offer other meals besides breakfast. B&B's can offer breakfast only

- e. Hotels can offer alcohol, B&B's cannot
- f. Hotels can offer entertainment. B&B's cannot

Many people are of the opinion that B&B's are lucrative. They are not. When Liftlock Bed and Breakfast started in year 2000, there were 35 B&Bs listed. Of those 35, only Moffat House and myself are open

My current rate for 2 people (continental breakfast) is \$125 + Comm (min 15%)  
\$18.75 + HST (13%) \$18.60 = \$162.35  
With MAT \$125 + \$18.75 + Mat (4%) \$5.00 + HST \$19.33 = \$168.08

Way overpriced! But how to compete? Booking companies 15%, taxes 17%(?) If I don't pay booking companies, there would be no business.

With our limit of rooms and limited exposure, we turn extra people away during peak times but are empty most of time. Air BnB's have been in the news lately. In the last year, I had one booking from them. While they do not charge the HST, it is still my responsibility to pay it. Therefore my rates listed on their site include the HST making me non-competitive.

Regarding the Travel Bureau, I am not impressed with them. Over the years, I bought memberships, have won a membership and can honestly say I have never gotten a solid booking from them. The few times they referred people to me, the people never showed up. This last brochure they printed, (a very expensive brochure) had all wrong information about my company. They took the information from when I had first joined them years ago. They said they will correct it for the next printing. They have located downtown out of sight with no parking. They spent the last ten years on a road heading out of Peterborough. They should have been at an entrance to Peterborough, not seen as people are leaving. Their purpose is to increase tourism, how does increasing prices help? Maybe they should spend the money they have already been given more wisely.

Am trusting that you will discuss this matter and will come to a favourable conclusion. If not, I will truck on.

Thanking you for reading this  
Doreen

January 24, 2020

Chief Administrative Officers  
City of Peterborough  
County of Peterborough  
Lower-Tier Municipalities  
***Sent via e-mail***

Dear Chief Administrative Officer:

**Re: Off Road Vehicles**

Peterborough Public Health (PPH) is mandated by the Ontario Public Health Standards and the Health Promotion and Protection Act to deliver public health programs and services that promote and protect the health of Peterborough City and County residents.<sup>1</sup> One of our stated goals is to reduce the burden of preventable injuries, where road safety is an important factor. Given the Provincial government's recent passing of Bill 107, which includes provisions to change legislation to permit Off-Road Vehicles (ORVs) on municipal roads, we know many local municipal Councils will be considering new by-laws or changing current by-laws. As a result, we wanted to provide you with a summary of recent evidence and local ORV-related death and injury statistics for your consideration. For the purpose of this letter, the term ORV is inclusive of all-terrain vehicles (ATVs), side-by-side ATVs, utility-terrain vehicles, and off-road motorcycles (i.e. dirt bikes), and does not include snowmobiles.

The popularity of ORVs has greatly increased over the last 30 years and with increased use, ORV-related injuries and deaths have also risen.<sup>2,3</sup> In 2010 there were 435 ORV users seriously injured and 103 ORV-related fatalities in Canada. This compares to 149 seriously injured users in 1995, and 45 fatalities in 1990.<sup>2</sup> These statistics are based on police reported data and medical examiner files.

Hospital records are another source of data where Emergency Department (ED) visits, more serious hospitalizations, and deaths are identified to be caused by an ORV injury. In 2015 to 2016 in Ontario, there were over 11,000 ORV-related ED visits and over 1,000 ORV-related hospitalizations.<sup>4</sup> There have been between 29 and 52 fatalities each year relating to ORV or snowmobile use from 2005 to 2012.<sup>4</sup> Children and youth aged 0-15 made up approximately 20% of ED visits,<sup>4</sup> and 17% of the hospitalizations and deaths related to ORV use.<sup>2,4</sup> However, the most affected demographic group has been males aged 16-25.<sup>2,4</sup> Rollovers, falling off the vehicle, and ejection are the most commonly cited mechanisms for ORV injury.<sup>4</sup> The most common cause of death is due to head and neck injuries.<sup>4</sup>

Locally, statistics show that from 2003 to 2018 there were 1,862 ED visits among Peterborough (City and County) residents resulting from an ORV injury, which is an average of 116 visits per year. During this same time period, there were 172 hospitalizations as a result of ORV injuries, which is an average

of 11 per year. When assessing death statistics, from 2001 to 2015 there were 20 deaths as a result of an ORV incident among Peterborough residents. It is concerning that there seems to be an increasing trend of ORV-related fatalities. From 2011 to 2015 there were 9 deaths, which is elevated from the previous five-year periods: 6 deaths during 2006 to 2010, and 5 deaths during 2001 to 2005. Across ED visits, hospitalizations and deaths, males make up a large proportion of these incidents, and those aged ten to 29 are highly represented in the statistics. See the Appendix for more information and data sources.

ORV-related incidents are classified according to whether they occur on roadways (“traffic”)\* or off-roadways (“non-traffic”). Research indicates that there are higher rates of fatalities and serious injuries for ORV riders on roadways compared to off-roadways.<sup>5,6,7</sup> Being on roadways increases the risk of collisions with other motor vehicles.<sup>5,8,9</sup> Also, certain design characteristics of these vehicles, particularly ATVs, make them unsafe on roadways.<sup>5,10</sup> In Peterborough, ORV incidents on roadways contributed to only 7.7% of ORV-related ED visits, but 14.0% of ORV hospitalizations and 40.0% of ORV-related deaths. These local statistics demonstrate that ORV injuries as a result of traffic incidents have a much higher fatality rate when compared to non-traffic incidents. Some of the associated risk factors related to ORVs used in Ontario include alcohol and drug use, riding at night, lack of helmet use, and excessive speed.<sup>4,11</sup> It has been found that the majority of ORV-related ED visits occur on the weekend (Friday to Sunday), and almost all are related to recreational use of ORVs.<sup>4</sup>

With these factors in mind, in consideration of developing or revising an ORV by-law, we recommend the following:

- Specify the roads that will permit or prohibit ORV use
  - Assess the safety conditions for ORVs to travel along all municipal roads. Consideration of traffic volume and road shoulder characteristics may lead to decisions to prohibit ORV use on certain municipal roads.
- Specify speed limits
  - As per O. Reg. 316/03 (2018), set maximum speed limits of 20 kilometres per hour, if the roads speed limit is not greater than 50 kilometres per hour, and 50 kilometres per hour, if the roads speed limit is greater than 50 kilometres per hour.
- Specify restrictions to time of use
  - Prohibit night-time riding. Language that references “dusk to dawn” may address seasonality of night-time. Restricting access to roads during certain months of the year may also be considered.
- Emphasize provincial regulations relating to minimum age and safety requirements, such as requirement to wear an approved helmet.

Finally, we encourage your municipality to determine ways that they can educate users about ORV road-use laws and the risks of riding on the roads.

In summary, ORV-related accidents continue to be a significant cause of injury, with on roadway accidents resulting in higher proportions of severe injury (hospitalization) and fatalities than off roadway accidents. We appreciate your consideration of the health implications of ORVs as you consider developing or revising your current by-law. Please feel free to use the local statistics we have provided you, which are summarized in the Appendix for ease of reference.

If you have any questions or would like additional information about our comments, please contact Deanna Leahy, Health Promoter, at 705-743-1000 ext. 354, [dleahy@peterboroughpublichealth.ca](mailto:dleahy@peterboroughpublichealth.ca).

Sincerely,



Rosana Salvaterra, MD, MSc, CCFP, FRCPC  
Medical Officer of Health

/ag

### **References**

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## **Appendix: Off-Road Vehicle (ORV) Injuries in Peterborough City and County**

### **Emergency Department Visits resulting from an ORV Injury**

Data source: Ambulatory Emergency External Cause (Chapter 20), MOHLTC, IntelliHEALTH ONTARIO, extracted Wednesday August 14, 2019.

Between 2003 and 2018 (16 years), there were:

- 1,862 Emergency Department (ED) visits among Peterborough residents resulting from an ORV injury, which is an average of 116 visits per year;
- Males accounted for 78.1% of these ED visits;
- 144 (7.7%) of these visits were a result of a traffic accident;\*
- The majority of visits occurred among those aged ten through 29 (53.8%). For traffic accidents specifically, this age group makes up a similar proportion (49.3%) of visits.

### **Hospitalizations as a result of ORV injury**

Data source: Ambulatory Emergency External Cause (Chapter 20), MOHLTC, IntelliHEALTH ONTARIO, extracted Wednesday August 14, 2019.

Between 2003 and 2018 (16 years), there were:

- 172 hospitalizations among Peterborough residents as a result of ORV injuries which is an average of 11 per year;
- Males accounted for 87.2% of these hospitalizations;
- 24 (14.0%) of these hospitalizations were a result of a traffic accident;
- 36.7% hospitalizations occurred among those aged ten through 29. There were smaller but noticeable peaks in admissions of patients aged between 40 and 45 and between 53 and 56 as well, contributing to another 25% of hospitalizations collectively.

### **Deaths as a result of ORV injury**

Data source: Ambulatory Emergency External Cause (Chapter 20), MOHLTC, IntelliHEALTH ONTARIO, extracted Wednesday August 14, 2019.

Between 2001 and 2015 (15 years) there were:

- 20 deaths as a result of an ORV among Peterborough residents;
  - 9 from 2011 to 2015, rate: 6.6 deaths per 100,000 over 5 years, averaging 1.32 per 100,000 each year.
  - 6 from 2006 to 2010, rate: 4.5 deaths per 100,000 over 5 years, averaging 0.90 per 100,000 each year.
  - 5 from 2001 to 2005, rate: 3.9 deaths per 100,000 over 5 years, averaging 0.77 per 100,000 each year.
- Males accounted for the large majority (over 80%) of deaths;
- Deaths occurred among persons aged 14 through 71 (median: 40, mean: 37); and eight deaths (40.0%) were a result of a traffic accident.

### **Definition**

*\*Traffic accident (incident)* - is any vehicle accident occurring on the public highway (i.e. originating on, terminating on, or involving a vehicle partially on the highway).

Retrieved from: <http://apps.who.int/classifications/icd10/browse/2016/en#/V80-V89>

ICD-10 Codes included: V86, excluding snowmobiles.



## County of Haliburton

P.O. Box 399 – 11 Newcastle Street  
Minden, Ontario K0M 2K0

705-286-1333 phone 705-286-4829 fax

Warden Liz Danielsen

Michael Rutter, CAO  
[mrutter@county.haliburton.on.ca](mailto:mrutter@county.haliburton.on.ca)

February 3, 2020

All Ontario Municipalities

Dear Sir/Madame:

Re: Tourism Oriented Destination Signage Fee Increases

Haliburton County and our local municipalities recently became aware of a significant increase in fees being charged to businesses by Canadian Tourism Oriented Destination Signage Limited. In a time when every effort is being made to remove barriers to prosperity, this change will take money directly from the "bottom line" of small and medium sized businesses and not-for-profits across the Province.

At their most recent meeting, Haliburton County Council passed the following resolution:

***Whereas the Ministry of Heritage, Sport, Tourism, and Culture and the Ministry of Transportation supervise the delivery and maintenance of tourism oriented destination signage through a third party – Canadian TODS Limited;***  
***And Whereas our tourism stakeholders and other enterprises rely heavily on this signage to direct customers to their businesses;***  
***And Whereas Canadian TODS Limited recently advised their customers that fees will be doubling, beginning in 2020;***  
***And Whereas this will result in significant financial hardship for those business owners:***  
***Now therefore, be it resolved that the Haliburton County Tourism Committee and Haliburton County Council request that the Minister of Tourism, Culture and Sport and the Minister of Transportation reconsider or phase in this fee increase, allowing an appropriate amount of time for businesses to adjust;***  
***And finally that those municipalities that support the resolution be requested to advise the Ministers noted above and their local MPP of their support.***

All of the municipalities in the County of Haliburton recognize the value of this signage and the need for cost increases to meet inflation; however, we are asking that this fee increase be reconsidered and phased in to ease the burden on our stakeholders.

Thank you for your consideration of our request.

Yours truly,



Liz Danielsen  
Warden

**From:** Aggregates (MNRF) <Aggregates@ontario.ca>  
**Sent:** Thursday, February 13, 2020 9:14 AM  
**To:** Keyes, Jennifer (MNRF) <jennifer.keyes@ontario.ca>  
**Cc:** Desroches, Pauline (MNRF) <Pauline.Desroches@ontario.ca>; Zeran, Rebecca (MNRF) <rebecca.zeran@ontario.ca>  
**Subject:** Proposed regulatory changes under the Aggregate Resources Act

Dear Ontario Heads of Council and Clerks,

The Ministry of Natural Resources and Forestry recognizes the critical role Ontario's municipalities play in the lives of Ontarians. We value our strong collaborative partnership with municipalities and the associations that represent their interests.

We want to advise you that the Ministry of Natural Resources and Forestry is proposing changes to the way extraction of aggregate resources are regulated in Ontario, and we are inviting your input on the changes proposed.

The Ministry has gathered perspectives from, industry, municipalities, Indigenous communities, members of the public, and other stakeholders. These proposed changes promote economic growth within the aggregate industry while also maintaining strong protection of the environment and addressing community impacts.

The key areas being proposed for change are summarized below for your convenience. However, we would encourage you to read the details of the proposed regulatory changes which can be found on the Environmental Registry notice# **019-1303** *Proposed amendments to Ontario Regulation 244/97 and the Aggregate Resources of Ontario Provincial Standards under the ARA* located [here](#).

The posting notice can also be viewed by searching for notice#**019-1303** at the following web link: [www.ero.ontario.ca](http://www.ero.ontario.ca)

We encourage you to provide feedback through the Environmental Registry process.

If you have any questions about the proposed changes, please call Rebecca Zeran at (705) 749-8422.

Kind Regards,

Jennifer Keyes  
Director, Natural Resources Conservation Policy Branch  
Ministry of Natural Resources and Forestry

**Proposed regulatory changes include:**  
**For new pits and quarries:**

- enhancing the information required to be included in summary statements and technical reports at the time of application
- improving flexibility in how some standard site plan requirements can be implemented and modernizing how site plans are created
- creating better consistency of site plan requirements between private and Crown land and better alignment with other policy frameworks
- updating the list of qualified professionals who can prepare Class A site plans
- updating the required conditions that must be attached to a newly issued licence or permit
- adjusting notification and consultation timeframes for new pit and quarry applications
- changing and clarifying some aspects of the required notification process for new applications
- updating the objection process to clarify the process
- updating which agencies are to be circulated new pit and quarry applications for comment

**For existing pits and quarries:**

- making some requirements related to dust and blasting apply to all existing and new pits and quarries (requirements which were previously only applied to new applications)
- updating and enhancing some operating requirements that apply to all pits and quarries, including new requirements related to dust management and storage of recycled aggregate materials
- providing consistency on compliance reporting requirements, while reducing burdens for inactive sites
- enhancing reporting on rehabilitation by requiring more context and detail on where, when and how rehabilitation is or has been undertaken
- clarifying application requirements for site plan amendments
- outlining requirements for amendment applications to expand an existing site into an adjacent road allowance
- outlining requirements for amendment applications to expand an existing site below the water table
- setting out eligibility criteria and requirements to allow operators to self-file changes to existing site plans for some routine activities without requiring approval from the ministry (subject to conditions set out in regulation)

**Allowing minor extraction for personal or farm use:**

- outlining eligibility and operating requirements in order for some excavation activities to be exempted from needing a licence (i.e., if rules set in regulation are followed). This would only be for personal use (max. of 300 cubic meters) or farm use (max. 1,000 cubic meters)

# February 12 Board of Health Meeting Summary

Written by [Communications](#), February 14, 2020

## **Peterborough Regional Health Centre – Transforming Healthcare within a Shifting Provincial Landscape**

Dr. Peter McLaughlin, President & CEO of Peterborough Regional Health Centre (PRHC) together with Don Gillespie, PRHC Board Chair, provided an update on the hospital's operations and current plans. They highlighted the continuing increase in emergency department visits which are expected to top 90,000 in 2020. PRHC developed a new partnership with Rubidge Retirement Residence to develop a transitional care unit in support of alternative level of care patients. PRHC is one of 23 community partners who have formed the Peterborough Ontario Health Team that was approved by the Ministry of Health in 2019. The goal of this team is to make it easier for patients to navigate the healthcare system, with an initial focus on frail, elderly patients with co-morbidities, and also mental health patients. Dr. Salvaterra commended PRHC for successfully recruiting an Infectious Disease Specialist to our community.

## **BWXT Application for Licence Renewal**

In 2019, BWXT began the process of [requesting a licence](#) from the [Canadian Nuclear Safety Commission](#) (CNSC) for the option to produce natural uranium dioxide pellets at its Peterborough facility. The BWXT site in Peterborough also uses [beryllium](#), a hazardous substance, and known carcinogen. The CNSC is responsible for regulating the use of nuclear energy and materials to protect health, safety, security and the environment; and to share objective scientific, technical and regulatory information to the public. Some community members have expressed concerns about the possibility of increased health risks to people living in the area, children attending a nearby school, and employees at the BWXT plant if the licence is approved. Staff at Peterborough Public Health have been consulting with Public Health Ontario, the CNSC, the Ministry of the Environment, Conservation and Parks, BWXT and others to ensure these

concerns are addressed. PPH staff visited BWXT's Toronto site on February 11 to learn more about the pelleting process and the use of liquid hydrogen. The CNSC is holding public hearings in March to review community concerns. PPH submitted an intervention letter that made the following recommendations prior to licence approvals:

1. That BWXT implement a comprehensive environmental monitoring program to provide sufficient data to assess the full extent of uranium and beryllium emissions in the surrounding area prior to any decision regarding renewal of the licence and the addition of pelleting at the Peterborough site.
2. That the BWXT Peterborough facility retain the services of an independent, neutral third party for soil, water, and air testing for Uranium and Beryllium, as appropriate, and publicly share all reports and test results in their entirety; and
3. That the BWXT Peterborough facility establish a Community Liaison Committee (CLC) in Peterborough, similar to that which has been established in Toronto.

The board received a staff report which states Peterborough Public Health's hope that these additional recommendations will be considered by CNSC and believe that these measures will help increase our community's confidence with sampling results and ensure that moving forward, our community's concerns are addressed.

### **Annual Service Plan 2020**

Donna Churipuy, Director of Public Health Programs, shared PPH's 2020 Annual Service Plan, a document that all local public health agencies are required to submit to the Ministry of Health. It is organized according to the Ontario Public Health Standards and outlines all activities to be undertaken this year by PPH and the associated budget assignments. The plan also details the epidemiological evidence used to identify public health needs and priorities in the community. This evidence informs the public health programs and services PPH will deliver to local priority populations. Addressing health inequities over the long-term is fundamental to public health work. Health inequities exist when differences in health status are systematic across population groups; are socially produced and modifiable; and are unfair and/or unjust because opportunities for

health and well-being are limited. Reducing the negative impact of social determinants that contribute to health inequities remains a core focus of PPH. Achieving health equity means that all people can reach their full health potential and are not disadvantaged from attaining it because of their race, ethnicity, religion, gender, age, social class, socioeconomic status or other socially-determined circumstance. The program areas covered by the 2020 Annual Service Plan include:

- Chronic Disease Prevention and Well-being
- Food Safety
- Emergency Management
- Foundational Standards (Population Health Assessment, Health Equity, Effective Public Health Practice)
- Healthy Environments
- Healthy Growth and Development
- Immunization
- Infectious and Communicable Diseases Prevention and Control
- Safe Water
- School Health
- Substance Use and Injury Prevention

### **Report on 2019 Donations**

The Board of Health commended PPH staff for their generous donations in 2019 which increased by \$1,000 over the previous year.

### **Update: COVID-19**

The World Health Organization has renamed the disease caused by the novel coronavirus as COVID-19. Dr. Salvaterra noted that there are some positive trends, such as the lack of identification of new cases in Ontario, which still stands at 3 confirmed cases. So far three flights of repatriated Canadians have arrived at CFB Trenton. There has been a change in the management of travellers returning from

Hubei province as they will all need to self-isolate for 14 days. Public health agencies are expected to contact them daily. The local Interagency Pandemic Planning Committee has re-convened and is working on updating their pandemic plans and business continuity plans.

**Next meeting:**

The Board of Health meets next on **Wednesday, March 11, 2020** at 5:30 p.m. in the Dr. J. K. Edwards Board Room, third floor, 185 King St., Peterborough, Ontario.



**Ministry of the Solicitor General**

Office of the Fire Marshal and  
Emergency Management

25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tel: 647-329-1100  
Fax: 647-329-1143

**Ministère du Solliciteur général**

Bureau du commissaire des incendies  
et de la gestion des situations  
d'urgence

25 Morton Shulman Avenue  
Toronto ON M3M 0B1  
Tél. : 647-329-1100  
Télé. : 647-329-1143



February 15, 2020

Your Worship J. Murray Jones  
Township of Douro-Dummer  
P.O. Box 92, 894 South Street  
Warsaw, ON K0L3A0

Dear Mayor:

As the Chief of Emergency Management for Ontario, it is incumbent on me to monitor, coordinate and assist municipalities with their respective municipal emergency management programs in accordance with the Emergency Management and Civil Protection Act (EMCPA). To confirm municipalities are in compliance with the EMCPA, every municipality in Ontario submits a compliance package to Emergency Management Ontario on a yearly basis.

The Office of the Fire Marshal and Emergency Management (OFMEM) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and has determined that your municipality was compliant with the EMCPA in 2019.

The safety of your citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. You are to be congratulated on your municipality's efforts in achieving compliance in 2019. I look forward to continuing to work with you to ensure your continued compliance in 2020.

If you have any questions or concerns about this letter, please contact your Emergency Management Field Officer; their contact information is below.

Name: Simone Stawicki

Email: [simone.stawicki@ontario.ca](mailto:simone.stawicki@ontario.ca)

Phone: 905-431-5140

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Browne".

Douglas Browne  
Chief of Emergency Management

cc: Chuck Pedersen - CEMC  
Simone Stawicki - Field Officer - Severn Sector



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**To:** Warden and Members of County Council

**From:** Dana Empey, Board Chair  
Rhonda Keenan, President & CEO  
Peterborough & the Kawarthas Economic Development

**Meeting Date:** February 19, 2020

**Subject:** PKED 2019 Fourth Quarter Metrics and 2020 Business Plan

---

## **Purpose**

A report to inform Council representatives of Peterborough & the Kawarthas Economic Development's 2019 Fourth Quarter Metrics and 2020 Business Plan. A representative of Peterborough & the Kawarthas Economic Development will be in attendance at the February 19, 2020 County Council meeting.

## **Recommendation**

That Council approve the recommendation outlined in 2018 PKED Report of the Board Chair and President & CEO of Peterborough & the Kawarthas Economic Development, as follows:

That PKED 2019 Fourth Quarter Metrics and 2020 Business Plan providing the Peterborough & the Kawarthas Economic Development update be received.

## Budget and Financial Implications

There are no budget or financial implications as a result of this report.

## Background

The three-party Memorandum of Understanding agreement between the City, County and Peterborough & the Kawarthas Economic Development (PKED), endorsed by County Council in December 2015, requires PKED to provide quarterly updates to City and County Council, based on an approved set of performance measures for the upcoming year.

Submitted by,

Dana Empey  
Board Chair  
Peterborough & the Kawarthas  
Economic Development

Rhonda Keenan  
President & CEO  
Peterborough & the Kawarthas  
Economic Development

Contact:  
Rhonda Keenan  
President & CEO  
Peterborough & the Kawarthas Economic Development  
Phone: 705-743-0777 ext. 2120  
Fax: 705-743-3093  
E-Mail: [rkeenan@peterboroughed.ca](mailto:rkeenan@peterboroughed.ca)



ECONOMIC DEVELOPMENT

## 2019 BUSINESS PLAN

This Annual Business Plan supports the final year of the **2015-2019 Strategic Plan: Realizing a High-Performing Economy: Igniting the Transformation.**

The 2019 Annual Business Plan supports the core economic development activities as outlined in the Memorandum of Understanding between PKED, the City of Peterborough and the County of Peterborough dated, December 12, 2012 and later amended December 7, 2015.

The General Mandate of PKED within the agreement is to facilitate an environment which will contribute to the creation of wealth, the growth of new employment and the development of an improving quality of life for area residents. PKED will promote, facilitate and develop a strong unified economic development presence for the Greater Peterborough Area (being the entire geographic region consisting of the County of Peterborough and the City of Peterborough). PKED will work cooperatively with local municipalities and other organizations to ensure that investment opportunities throughout the entire Region are effectively developed.

The core economic development activities are focused on four key categories:

1. **PROMOTE** – Advancing a compelling narrative showcasing our region’s unique advantages, carefully differentiating our region from others; as well as creating awareness of our region to attract more visitors, investment and jobs.
2. **START** - High performing economic growth will be driven by start-ups and entrepreneurs. For business to realize its full potential, we must support businesses through the start and early growth phases.
3. **GROW** - Business retention and expansion are the foundation of core economic development activities. We will continue to meet with the local existing business base, across all key sectors throughout the region.
4. **ATTRACT** - Attracting new investment and assessment efforts will be focused across the region. Working in alignment with each municipality throughout the City and County, we will focus attraction efforts on the region’s established key sectors: Agriculture, Aerospace, Cleantech, Manufacturing (Industry 4.0) and Tourism

# 1. PROMOTE

Peterborough & the Kawarthas has an extraordinary story to tell. We will advance a compelling narrative showcasing our region's unique advantages, carefully differentiating our region from others.

We need to create both awareness of the region and identify what opportunities exist to successfully attract more visitors, investment and jobs.

**Focus #1:** Marketing to key audiences for business growth, investment and visitation

**Focus #2:** Stakeholder communications and media relations.

PKED will use the following marketing techniques:

- The PKED website: [peterboroughed.ca](http://peterboroughed.ca); highlights include promoting workshops for entrepreneurs; resources that can aid businesses and a toolkit for site selectors to learn this region's strengths for investment.
- The tourism website: [thekawarthas.ca](http://thekawarthas.ca); visitors can create their own itinerary through a trip planner tool and have direct connections to tourism partners; advertising is leveraged, and new product is promoted through partners such as RTO8.
- Social media; LinkedIn, Twitter, Facebook and Instagram; Digital marketing techniques; traditional advertising and print publications.
- Building successful relationships in all key markets.

## METRICS / INDICATORS

Activity	Q1	Q2	Q3	Q4
<b>Media results and analytics<sup>i</sup></b>	External Coverages - 15	External Coverages -16	External Coverages - 25	External Coverages – 11
<b># Stories for both PKED and Clients (Earned)</b>	22	12	15	28
<b>Social Media Analytics</b>	<b>PKT:</b> <b>Facebook:</b> 207.2K Impressions; 11,637 Fans <b>Twitter:</b> 154.4K Impressions; Followers: 9,496 <b>Instagram:</b> 4,828 Impress. 2688 Followers	<b>PKT:</b> <b>Facebook:</b> 160.9K Impressions; 11, 736 Fans <b>Twitter:</b> 11.5K Impressions; Followers: 9,575 <b>Instagram:</b> 21,661 Impressions 2807 Followers <b>PKED:</b>	<b>PKT:</b> <b>Facebook:</b> 428.1K Impressions; 11,959 Fans <b>Twitter:</b> 111.5K Impressions; Followers: 9,684 <b>Instagram:</b> 259.8K Impressions 3,249 Followers <b>PKED:</b>	<b>PKT:</b> <b>Facebook:</b> 171.9K Impressions; 12,170 Fans <b>Twitter:</b> 109.6K Impressions; Followers: 9,736 <b>Instagram:</b> 95.1K Impressions 3,596 Followers <b>PKED:</b>

	<b>PKED:</b> <b>Facebook:</b> 67.2K Impressions; 2,070 Fans <b>Twitter:</b> 81.5K Impressions 5071 Followers <b>LinkedIn:</b> 4861 Impressions 534 Followers	<b>Facebook:</b> 70.2K Impressions; 2,123 Fans <b>Twitter:</b> 5,683 Impressions 5,148 Followers <b>LinkedIn:</b> 5860 Impressions 567 Followers <b>Instagram:</b> 5,547 Impressions 1,118 Followers	<b>Facebook:</b> 60.4K Impressions; 2,195 Fans <b>Twitter:</b> 69.8K Impressions 5,234 Followers <b>LinkedIn:</b> 4082 Impressions 613 Followers <b>Instagram:</b> 10,362 Impressions 1,160 Followers	<b>Facebook:</b> 59.8K Impressions; 2,239 Fans <b>Twitter:</b> 87.4K Impressions 5,299 Followers <b>LinkedIn:</b> 26.3K Impressions 753 Followers <b>Instagram:</b> 12,207 Impressions 1,257 Followers
<b>Creation of Marketing Plans for each Target Sector</b>	In Progress	In Progress	In Progress	Complete
<b>Website Analytics</b>	<b>PKED</b> Sessions: 7440 Contact Email Clicks: 12 Leads: 44  <b>PKT</b> Sessions: 41,193	<b>PKED</b> Sessions: 6538 Contact Email Clicks: 93 Leads: 11  <b>PKT</b> Sessions: 57,504	<b>PKED</b> Sessions: 5755 Contact Email Clicks: 130 Leads: 14  <b>PKT</b> Sessions: 90,442	<b>PKED</b> Sessions: 5050 Contact Email Clicks: 66 Leads: 13  <b>PKT</b> Sessions: 41,628

Promoting this destination is a major initiative for PKED. We promote this region to visitors, students, businesses, investors and entrepreneurs. Highlights in 2019 include:

### Peterborough & the Kawarthas Economic Development

Website: <http://www.Peterboroughed.ca>

Facebook: Peterborough & the Kawarthas Economic Development

Twitter: @PtboEcDev

Instagram: @PtboEcDev

LinkedIn: Peterborough & the Kawarthas Economic Development

Business Toolkit (Microsite) - <https://peterborough.ecdev.org/>

### Marketing Materials

Development of Investment Attraction Interactive iPad Presentation template

Investment Attraction Template for RFP Responses

Development of Starter Company Plus video and infographic

Community Profile and Relocation Guide

## Peterborough & the Kawarthas Tourism

Website: [www.thekawarthas.ca](http://www.thekawarthas.ca)

Twitter: pktourism

Instagram: @TheKawarthas

### Tourism Publications

Travel Guide

Cycling Maps

Visitor Map

Discovery Brewery Routes

Meetings, Conferences and Group Travel Map, Destination Hub (online), Lure Guide

### Earned Media

Total of 67 Earned Media Coverages in 2019

Total of 77 Local Media Coverages in 2019

Hosted 14 travel media – highlights include hosting of industry veteran Jim Byers, a group of influencers from the Toronto Bloggers Collective, media coverage ranging from Vancouver, Toronto, Ottawa, Montreal, London, BC and in major publications such as the National Post, Food & Drink Magazine, West Jet Magazine, National Geographic, Ignite Magazine, Canadian Cycling Magazine (feature)

Hosted the Weather Network morning show

### Advertising Highlights

Major 4-page feature in Water Canada magazine on Cleantech Commons and cleantech in Peterborough & the Kawarthas

Fish TV episodes

Wings Magazine

Trip Advisor

### Social Media Statistics

#### **PKED**

LinkedIn

48.8% increase in net follower growth, 234.8% increase in total impressions, with 24.3K users reached in 2019, 617.1% increase in total engagements over 2018.

Twitter

5.6% increase in net follower growth (283 users added to total 5,299 followers), total organic impressions equaled 336.2K in 2019 with 6,840 engagements.

Facebook

9.22% increase in overall page fans (206 net page likes to total 2,239 fans), total organic impressions equaled 222.7K in 2019 with 17,687 engagements.

Instagram

20.98% increase in net follower growth (225 users added to total 1,257 followers), total organic impressions equaled 36,741, a 103.07% increase over 2018. Total engagements saw a 65.02% increase in 2019.

**PKT****Twitter**

3.4% increase in net follower growth (316 users to total 9,736 followers), total organic impressions equaled 500.5K in 2019 with 5,293 engagements.

**Facebook**

4.63% increase in overall page fans (580 net page likes to total 12,170 fans), total organic impressions equaled 968.1K (a 63.27% increase) in 2019 with 46,535 engagements (97.89% increase).

**Instagram**

39.11% increase in net follower growth (1,027 users added to total 3,596 followers), total organic impressions equaled 381,341, a 764.33% increase over 2018. Total engagements saw a 103.57% increase in 2019.



## 2. START

High performing economic growth will be driven by start-ups and entrepreneurs. For business to realize its full potential, support not only for the start up phase but through the early growth phase is required.

**FOCUS #1:** Supporting new start ups

**FOCUS #2:** Supporting growth Years 2-5

Peterborough & the Kawarthas is a recognized Start Up community. Entrepreneurship has been used as a youth retention strategy as well as a second career for individuals that have chosen to live in this community. The **Business Advisory Centre** uses one-on-one consultations, tools, resources, networking and workshops.

### METRICS / INDICATORS

Activity	Q1	Q2	Q3	Q4
# Workshops Offered – (Includes: Win This Space, Bear's Lair)	<b>15</b> Workshops	<b>8</b> Workshops	<b>9</b> workshops	<b>5</b> Starter Company Plus workshops
# Attendees attending Workshops	<b>201</b> attendees	<b>51</b> attendees	<b>60</b> attendees	<b>77</b> attendees
# Hours consulting clients Includes: client visits, in office consultations, phone consultations, workshops before and after debriefs	<b>130</b> hours	<b>91</b> hours	<b>72</b> hours	<b>83</b> hours
# Businesses or Pre- Businesses Assisted	<b>111</b>	<b>87</b>	<b>76</b>	<b>104</b>
# Businesses Started	<b>11</b>	<b>14</b>	<b>8</b>	<b>11</b>
# Jobs Created (Annually)	Through the Business Advisory Centre, <b>53 jobs</b> were created in 2019			
Business Survival Rate (clients starting 2017+)	Clients starting in <b>2017: 71%</b> survival rate			
	Clients starting in <b>2018: 89%</b> survival rate			
Annual \$ Value of funding obtained by entrepreneurs and start ups	Business Advisory Centre clients: <b>\$1,257,000</b> (through FedDev, Community Futures Peterborough, Starter Company Plus grants) as a result of support received via the Business Advisory Centre			

## Business Advisory Centre Overview

2019 saw the growth and expansion of numerous small business clients supported through the Business Advisory Centre (BAC). Many have been working with the BAC for several years and have been alumni of BAC programs such as: Summer Company or Starter Company Plus. These expansions included: new retail space, leasehold improvements and modification, relocations, hiring as well as new product development. Highlights in 2019 for the BAC include:

- Emerald Beauty relocation from Charlotte Street to 139 George St. North to a new larger facility and 3 new staff on board.
- Statement House is a long-time client of the BAC and alumni of Win This Space and Starter Company Plus. Statement House is a retail store specializing in vintage clothing from the 1940s – 1960s. They started as a home-based business and participating in local Pop up shops and clothing fairs and opened a permanent location at 378 Water Street.
- Renew MediSpa continues to grow, adding 3 members to their growing team and being awarded the Peterborough Chamber of Commerce Micro-Business award at the Business Excellence Awards.
- Kawartha Complete Care expands with a complete branding, marketing and communications plan. They are hiring for PSWs and RNs in January 2020.
- Peterborough Disability Tax Services continues to grow and serve client needs in Peterborough & the Kawarthas – located in downtown Peterborough and growing, will need to hire in 2020.
- 5 of the Win This Space participants (a DBIA led program) who worked closely with the BAC in their business development needs throughout the program, opened storefronts in 2019, in Peterborough's downtown core.
- Wildflower Bakery continues to work with the BAC on their relocation to a downtown storefront in Havelock and expand their network of delivery locations and farmer's markets.
- Emily Mae's Cookies and Sweets moved into and completely renovated 1135 Lansdowne St. West. Here she offers sold out workshops and events as well as baking facilities. She has brought on two staff to assist.
- Farmhill Weddings in Keene, has broken ground on their facility with most of the 2020 season booked.

### 3. GROW

Business retention and expansion is the foundation of core economic development activities. We will continue to meet with the local existing business base, across all key sectors throughout the region. We will continue to build and maintain good relationships with existing businesses and working alongside community partners and economic development committees.

**Focus #1:** Collection and analysis of data, relationship building.

**Focus #2:** Identification and response to challenges and opportunities.

It is recognized that this region's largest growth opportunity will come from existing companies. PKED will meet with businesses to offer customized support for individual businesses needing assistance; identify systemic challenges and opportunities for growth. PKED will also participate in various activities with local partner agencies such as Innovation Cluster, Chambers of Commerce, BIAs, RTO8, Tourist Associations and local Economic Development Committees whose goals are also to assist local businesses.

#### METRICS / INDICATORS

Activity	Q1	Q2	Q3	Q4
# Business visits completed – Track City and County, as well as Sector	<b>County - 83</b>	<b>County- 3</b>	<b>County –28</b>	<b>County-8</b>
# Continuous Improvement & continuous learning workshops	<b>City – 20</b>	<b>City-13</b>	<b>City - 12</b>	<b>City-13</b>
	<b>Digital Marketing presented by Camptech: Feb. 13<sup>th</sup></b>	<b>KMA Breakfast – Cannabis in the Workplace</b>	Workshop to Oxford College small business seminar	Peterborough Construction Agency
	<b>Business &amp; Entrepreneurship Conference: Mar. 28<sup>th</sup></b>	<b>KMA – Eastern Ontario Educational Consortium for Manufactures - Skills Training for Steel and Aluminum Manufacturers at Fleming</b>		Site Selector Activity
	<b>Trent University to 4<sup>th</sup> year business students</b>			Building PTBO: Future Workforce
		Rural Tourism Symposium		KMA Regional Meeting
				TD Economic Outlook
				CEDI Conference

# Attendees attending Workshops and Summits	<b>Digital Marketing presented by Camptech:</b> 28 attendees  <b>Business &amp; Entrepreneurship Conference:</b> 95 attendees	KMA – 22 KMA – 20 RTS - 109	Oxford - 9	Building PTBO: Future Workforce: 20  TD Economic Outlook: 130  KMA Regional Meeting: 150  CEDI Conference: 80
# Local Ec Dev Committee meetings attended (Track each municipality)	<ul style="list-style-type: none"> <li>Asphodel Norwood - 2</li> <li>Selwyn - 1</li> <li>HBM - 1</li> <li>Trent Lakes - 1</li> </ul>	Asphodel Norwood - 1 Selwyn - 2 HBM - 2 Trent Lakes – 1 North Kawartha – 2	Asphodel Norwood 1 Selwyn - 1 Trent Lakes – 2 North Kawartha – 1	Asphodel Norwood - 3 Selwyn – 3 Trent Lakes – 5 North Kawartha – 2
# Businesses assisted	14	60 Unique Businesses  20 Repeat Businesses	40 Unique Businesses  6 Repeat	14 Unique Businesses  11 Repeat
# Barriers to growth identified	<b>7 Barriers Identified</b> <ul style="list-style-type: none"> <li>Zoning – 3</li> <li>Permitting Timelines – 1</li> <li>Event Planning Requirements – 1</li> <li>Transportation / Parking - 2</li> </ul>	<b>2 Barriers Identified</b> <ul style="list-style-type: none"> <li>Zoning and Parking requirement for event application.</li> <li>Large pieces of land for manufacturing requests.</li> </ul>	<b>Barriers Identified</b> <ul style="list-style-type: none"> <li>Poor internet-technologies in business don't fit in with current planning designation (hydroponics).</li> </ul>	<b>Barriers Identified</b> <ul style="list-style-type: none"> <li>Contract process for hosting conferences</li> <li>Internet reliability</li> <li>Zoning and non-permitted uses related to new and emerging sectors</li> </ul>
# Referrals to other Business support agencies	<b>14 Total</b> <ul style="list-style-type: none"> <li>Community Futures Peterborough- 13</li> </ul>	<b>13 Total</b> <ul style="list-style-type: none"> <li>Community Futures Peterborough- 10</li> </ul>	<b>9 Total</b> <ul style="list-style-type: none"> <li>Community Futures Peterborough- 5</li> </ul>	<b>14 Total</b> <ul style="list-style-type: none"> <li>Community Futures Peterborough- 4</li> </ul>

	<ul style="list-style-type: none"> <li>FedDev - 1</li> </ul>	<ul style="list-style-type: none"> <li>DBIA- 2</li> <li>Innovation</li> <li>Cluster-1</li> </ul>	<ul style="list-style-type: none"> <li>DBIA- 2</li> <li>Innovation</li> <li>Cluster- 1</li> <li>FedDev - 1</li> </ul>	<ul style="list-style-type: none"> <li>BDC-5</li> <li>Innovation</li> <li>Cluster-3</li> <li>EDC-1</li> <li>Real Estate Agents-2</li> </ul>
# Referrals from other business support agencies	<b>9 Total</b> Community Futures	<b>6 Total</b> Community Futures Peterborough-3  Chamber of Commerce-2  DBIA-1	<b>Total</b> Community Futures Peterborough-4  Innovation Cluster- 3  Chamber of Commerce-1	<b>7 Total</b> <ul style="list-style-type: none"> <li>Greater Peterborough Chamber of Commerce-2</li> <li>Scotia Bank-3</li> <li>Global Affairs – 1</li> <li>Innovation Cluster- 1</li> </ul>

## Business Development Overview

Business Retention and Expansion work are core economic development activities. PKED meets regularly with existing businesses to better understand their opportunities, threats and challenges. Highlights of the 2019 Business Development Activities include:

- Arranged a Plant Visit with the Senior Business Advisor from the Ministry of Economic Development Job Creation & Trade & local Peterborough Manufacturing Facility to discuss funding opportunities as the company is poised for growth as it diversifies its portfolio.
- Assisted business in planning and financing options. Referred clients to BDC and Community Futures Peterborough with plans on expanding.
- Our PTBO: Building the Future Workforce event, brought several local businesses to meet with Waterloo University, Ontario Tech University, Trent University and Fleming College, to learn about experiential learning opportunities and cooperative placements for students across a variety of sectors: Manufacturing, Health, Finance, Technology, Construction/Development and Food Processing.
- Hosted the first Manufacturing Doors Open event with educators. This has been identified as a Best Practice throughout Eastern Ontario and is now being replicated in other jurisdictions.
- Referred companies to Eastern Ontario Regional Network (EORN) when discussing broadband barriers.

- Hosted Business and Entrepreneurship Conference

- Completed the Agri-tourism as a Growth Opportunity Study

- Hosted the third annual TD Economic Outlook Luncheon Event in collaboration with Baker Tilley and TD Financial Group. This event was intended to give a forecast to global, national and regional market conditions, so that businesses can adapt their own business models.
- Participated in the Community Economic Development Initiatives (CEDI) Program with Curve Lake First Nation, Hiawatha First Nation, Selwyn Township, OSM Township and the County of Peterborough.
- Hosted the 2<sup>nd</sup> Annual Rural Tourism Symposium in the Province and hosted one of Canada's national townhall series for small and medium-sized tourism businesses with Destination Canada.
- Coordinated an entrepreneurial booth at the Chamber Love Local Tradeshow.
- Attended the Tri-Association Manufacturing Conference and the Government to Business Information Fair.
- Completed Phase 2 of the Tourism Wayfinding Project.

## 4. ATTRACT

Attracting new investment and assessment efforts will be focused across the region. Working in alignment with each municipality throughout the City and County, we will focus attraction efforts on the region's established key sectors.

**FOCUS #1:** Advanced Manufacturing (Industry 4.0);

**FOCUS #2:** Aerospace;

**FOCUS #3:** Agriculture;

**FOCUS #4:** Clean Technology;

**FOCUS #5:** Tourism – including Meetings, Conferences, Sports Tourism and Visitors

To leverage our competitive advantage and encourage new investment and assessment in this region, PKED will attend trade shows, attend conferences, market and advertise as well as employ cold calling tactics to identify leads and attract new investment to this region. We will also interact with our provincial and federal intermediaries to highlight Peterborough & the Kawarthas' advantages and opportunities for investment recruitment abroad.

### METRICS / INDICATORS

Activity	Q1	Q2	Q3	Q4
# Leads per sector generated	1 Agriculture 5 Cleantech 1 Retail 2 Education	3 Agriculture 5 Retail	3Agriculture 2 Manuf'g 2 Retail	7 – Tourism (CMEE) 5 – Tourism (CSTA Forum)  1 Manuf'g 1 Commercial 4 Aerospace 1 Healthcare 1 Manuf'g 1 Commercial 1 Aerospace
# Prospects identified	1 Agriculture	3 Agriculture 3 Retail	1Agriculture 1 Aerospace	1 Eastern Ontario Roundtable Ottawa Trade Commissioners
# Missions (inbound and outbound)	1 inbound with Province/Easter n Europe	1 US Consul General Roundtable / Tour of Minute Maid	0	
# Businesses landed	1		1	
# New jobs created (Annually)	Net +923 jobs from Dec. 2018 - Dec. 2019. (reference below)			
# Opportunities Lost (inquiries generated and responded to, but unable to provide product, due to lack of inventory)	1 (product/land) 2 land	4 properties 1 land	1	5 zoning and lack of inventory



# New conferences and tournaments recruited	<b>5</b>	<b>3</b> Events Recruited Trent Aging Conference (May) MadBastards Scooter Rally (June) Pickleball secured for 2020	1 Royal Philatelic Society June 2020	4 - Ontario Snowmobile Oval Racers (OSOR) - Ice Oval Championships : Stoney Lake Cup Jan 2020  2020 Ontario Ball Hockey Association Tyke & Novice Provincial Championships  2020 National Youth Lawn Bowling Championships  2020 Escape Summit (Escape Maze business professionals conference)
# Visitors Served (in person, mobile, on-line, live chat, phone)	<b>569</b>	<b>1587</b>	<b>4882</b>	<b>7921 - 14% increase YOY</b>

## Investment Attraction Overview

Attracting new investment and assessment efforts will require a focus on the region's established and emerging sectors: Agriculture, Aerospace, Clean Technology, Industry 4.0 and Tourism. Highlights from 2019 include:

- Promoted older vacant sites for re-purposing to the Hospitality industry.
- Currently assisting a commercial photography studio here from the GTA with for a grand opening in Q1 2020.
- Hosted several Familiarization Tours to bring travel writers and event planners to become more familiar with the region.
- Hosted Site Selector from Chicago, to assess Investment Readiness of Peterborough Region and Cleantech Commons.
- Created new product offerings to support existing tourism businesses such as Pedal, Paddle and a Pint event.
- Attended and sponsored the Canadian Water Summit
- Attended the Cleantech Forum
- Hosted Underwater Dining events for Visitors at Lock 21
- Attended the Canadian Meetings and Events Expo
- Attended the Canadian Manufacturing Technology Show
- Attended multiple Ontario Aerospace Council events and AGM.
- Attended the Canadian Aerospace Summit
- Attended the Canadian Sports Tourism Alliance Events Forum
- Attended the Sports Convergence Conference.

## ANNUAL REPORTS

In 2019, it is vital for PKED to report on regional economic indicators and information that tells us how the Peterborough & the Kawarthas economy is performing. Working with Statistics Canada, Workforce Development Board, Canadian Mortgage & Housing Corporation, Peterborough & Kawarthas Association of Realtors and PKED's own databases, this report will be designed to provide a snapshot of the local economy with key economic indicators.

### Job Change from end Dec. 2018- end Dec.2019

NAICS	Description	2018 Jobs	2019 Jobs	2018 - 2019 Change	2018 - 2019 % Change
11	Agriculture, forestry, fishing and hunting	374	363	(11)	(3%)
21	Mining, quarrying, and oil and gas extraction	456	466	10	2%
22	Utilities	388	391	3	1%
23	Construction	2,667	2,717	50	2%
31-33	Manufacturing	5,454	5,553	99	2%
41	Wholesale trade	2,242	2,228	(14)	(1%)
44-45	Retail trade	8,537	8,598	61	1%
48-49	Transportation and warehousing	2,525	2,611	86	3%
51	Information and cultural industries	949	978	29	3%
52	Finance and insurance	1,282	1,275	(7)	(1%)
53	Real estate and rental and leasing	710	703	(7)	(1%)
54	Professional, scientific and technical services	1,962	1,997	35	2%
55	Management of companies and enterprises	<10	<10	Insf. Data	Insf. Data
56	Administrative and support, waste management and remediation services	3,305	3,416	111	3%
61	Educational services	5,607	5,701	94	2%
62	Health care and social assistance	9,751	9,983	232	2%
71	Arts, entertainment and recreation	1,198	1,229	31	3%
72	Accommodation and food services	5,132	5,277	145	3%
81	Other services (except public administration)	2,518	2,529	11	0%
91	Public administration	3,382	3,327	(55)	(2%)
X0	Unclassified	1,197	1,216	19	2%
		59,638	60,561	923	2%

Data courtesy of Workforce Development Board

## Annual Residential Real Estate Sales

	<b>Houses Sold 2019</b>	<b>Houses Sold 2018</b>	<b>% Change</b>
City of Peterborough	1227	1111	10.10%
County of Peterborough	985	975	1.02%

	<b>Avg Sale Price 2019</b>	<b>Avg Sale Price 2018</b>	<b>% Change</b>
City of Peterborough	\$428,522	\$399,201	7.30%
County of Peterborough	\$517,433	\$485,722	6.53%

Data courtesy of PKAR

## Annual Commercial Real Estate Sales

	<b>Type of Land Sales</b>	<b>Number of Listings Sold*</b>
City of Peterborough	Commercial Land	0
	Buildings and Land	8
	Commercial Land	2
County of Peterborough	Farm Land	21

Data courtesy of PKAR

\*Only sales that were transacted through MLS. Private sales are not included in the data.

## Annual Housing Starts

	<b>Single</b>	<b>Semi-detached</b>	<b>Row</b>	<b>Apartment</b>	<b>All</b>
Downtown	1	6	3	2	12
Peterborough	213	6	137	143	499
Remainder of				141	487
Peterborough CMA	212	0	134		

Data courtesy of CMHC

## Estimated Building Permit Data (City Only) – January to November 2019

<b>Type</b>	<b>Number of Permits</b>	<b>Value of Permits</b>
Industrial	53	\$7,043,000
Commercial	113	\$20,123,000
Residential	1,260	\$147,590,000

In the City of Peterborough there were 264 permits issued.

Type of Work	Frequency	Percentage (%)
New Construction	151	57
Old Construction (renovations, etc.)	113	43
<b>Total</b>	<b>264</b>	<b>100</b>

*Data courtesy of City of Peterborough Infrastructure and Planning Services*

## Wage Data Peterborough CMA

Employment by Sector	Average Corresponding Wages	# Business Operating by Sector
Healthcare (NAICS:9668)	\$46,136	494
Retail (NAICS: 8020)	\$27,735	507
Education (NAICS: 5516)	\$58,722	49
Manufacturing (NAICS:5405)	\$53,563	122
Accommodations and Food Service (NAICS: 4835)	\$17,295	268

*Data courtesy of Workforce Development Board*

## Commercial and Industrial Land Inventory

Commercial and Industrial Land inventory and vacancy to be completed at the conclusion of the 2020 Business County Survey. The 2020 Survey will include:

- #Jobs by employment type (full-time, part-time and seasonal jobs)
- # Businesses
- # Vacant locations
- Floor space occupied
- # business importing and exporting
- # businesses by employment size

System:	2/24/2020	3:47:15 PM	Township of Douro-Dummer	
User ID:	Donnak	Council Summary Report		
Cheque Date:	2/12/2020	2/24/2020		
Sorted By:	Cheque Date			
Distribution Types Included:	All			
	Cheque	Voucher	Vendor	
	Number	Number	Name	Amount
	0			
	1	Taxation		
EFT000000003686	60701	EWART O'DWYER	CANCELLATION CERT 2-4-302	\$11.04
00-01-0100-4301				
EFT000000003686	60701	EWART O'DWYER	CANCELLATION CERT 2-4-302	\$65.05
00-01-0100-4301				
EFT000000003686	60710	EWART O'DWYER	DEMAND LETTERS	\$57.50
00-01-0100-4301				
EFT000000003686	60710	EWART O'DWYER	DEMAND LETTERS	\$23.06
00-01-0100-4301				
EFT000000003686	60719	EWART O'DWYER	CANCELLATION CERT 2-5-739	\$65.05
00-01-0100-4301				
EFT000000003686	60719	EWART O'DWYER	CANCELLATION CERT 2-5-739	\$11.04
00-01-0100-4301				
Taxation				
Total For Department	1	\$232.74		
	2	General Government		
55097	60659	BELL CANADA	OFFICE TOLL FREE	\$12.40
00-02-0250-3300				
55097	60797	BELL CANADA	OFFICE INTERNET	\$138.33
00-02-0250-3320				
55097	60798	BELL CANADA	OFFICE INTERNET	\$142.34
00-02-0250-3320				
55098	60657	BELL MOBILITY INC.	CELL - [REDACTED]	\$20.61
00-02-0250-3310				
55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$1,021.52
00-02-0250-3110				
55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$340.50
00-02-0251-3110				
55103	60656	KELLY'S FUEL	OFFICE PROPANE	\$186.82

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-02-0250-3100				
55104	60655	MANULIFE FINANCIAL	TO BALANCE WITH MANULIFE	\$3,327.71
00-02-0250-2410				
55110	60658	T.G. QUIRK GARAGE	OFFICE WATER	\$112.50
00-02-0250-4114				
EFT000000003670	60695	ALL GREEN INK INC.	INK CARTRIDGE	\$196.40
00-02-0250-4119				
EFT000000003672	60699	ASSOC.OF MUNICIPAL MANAGER	2 YR SUBSCRPTN ONT MUN DIRCTRY	\$604.45
00-02-0250-4410				
EFT000000003674	60705	BAKER MASONRY	PLOW/SAND OFFICE/HALL LOT	\$307.30
00-02-0250-5121				
EFT000000003674	60705	BAKER MASONRY	PLOW/SAND OFFICE/HALL LOT	\$307.30
00-02-0251-5121				
EFT000000003674	60706	BAKER MASONRY	LOT NORTH OF KY-LEY'S	\$775.35
00-02-0250-5121				
EFT000000003678	60715	CARMICHAEL ENGINEERING LTD	BRING GAS PIPING UP TO CODE	\$1,035.73
00-02-0250-5160				
EFT000000003681	60716	DEETH & WHITE LTD/FITZGERA	TOWNHALL FURNACE OIL	\$485.16
00-02-0251-3100				
EFT000000003682	60712	DIVERSIFIED COMMUNICATIONS	ANN VOICE MAIL ADMINISTRATION	\$147.55
00-02-0250-5160				
EFT000000003689	60698	GUIEL, SHARON J	CLEANING SUPP, TILES, MILEAGE	\$29.22
00-02-0250-2500				
EFT000000003689	60698	GUIEL, SHARON J	CLEANING SUPP, TILES, MILEAGE	\$29.22
00-02-0251-2500				
EFT000000003689	60698	GUIEL, SHARON J	CLEANING SUPP, TILES, MILEAGE	\$10.89
00-02-0250-4111				
EFT000000003689	60698	GUIEL, SHARON J	CLEANING SUPP, TILES, MILEAGE	\$10.89
00-02-0251-4111				
EFT000000003689	60698	GUIEL, SHARON J	CLEANING SUPP, TILES, MILEAGE	\$70.57
00-02-0250-5145				
EFT000000003702	60711	MICRO AGE COMPUTER STORES	JAN CONTRACT SERVICE	\$1,072.55
00-02-0250-5170				
EFT000000003702	60717	MICRO AGE COMPUTER STORES	MANAGED SERVICES	\$1,124.45
00-02-0250-5180				
EFT000000003706	60709	OFFICE CONNECTION	POSTAGE MACHINE INK CARTRIDGE	\$192.33
00-02-0250-4116				



Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
EFT000000003715	60693	STAPLES ADVANTAGE CANADA	PARKS LAMINATOR, ENVELOPES	\$23.29
00-02-0250-4110				
EFT000000003715	60694	STAPLES ADVANTAGE CANADA	OFFICE SUPPLY	\$17.29
00-02-0250-4110				
EFT000000003718	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$465.20
00-02-0250-4110				
EFT000000003718	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$80.39
00-02-0250-4400				
EFT000000003721	60713	TOSHIBA BUSINESS SOLUTIONS	COPIER USAGE	\$178.41
00-02-0250-5164				
General Government				
Total For Department	2	\$12,466.67		
4 Protection Services				
55097	60677	BELL CANADA	POLICING	\$73.46
00-04-0420-3300				
55097	60680	BELL CANADA	F/H #1	\$75.70
00-04-0410-3300				
55097	60681	BELL CANADA	F/H #5	\$60.68
00-04-0410-3300				
55097	60682	BELL CANADA	F/H #4	\$60.68
00-04-0410-3300				
55098	60660	BELL MOBILITY INC.	CELL - [REDACTED]	\$20.61
00-04-0440-3310				
55098	60661	BELL MOBILITY INC.	CELL - [REDACTED]	\$52.41
00-04-0410-3310				
55100	60662	FOEBEL, MIKE	IMS 100 COURSE LUNCH	\$15.00
00-04-0410-2604				
55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$898.36
00-04-0410-3110				
55104	60644	MANULIFE FINANCIAL	RETIREEES	\$170.94
00-04-0440-2460				
55106	60678	MINISTER OF FINANCE (POLIC	RIDE PROGRAM	\$885.12
00-04-0420-3710				
EFT000000003669	60743	A.J.STONE COMPANY LTD	FIRE NICD FLASHLIGHT BATTERY	\$80.15
00-04-0410-5165				
EFT000000003674	60762	BAKER MASONRY	PLOW/SAND VARIOUS F/HS	\$813.15

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-04-0410-5121				
EFT000000003674	60763	BAKER MASONRY	PLOW/SAND VARIOUS F/HS	\$1,442.90
00-04-0410-5121				
EFT000000003680	60723	CITY OF PETERBOROUGH	FIRE - JAN CYLINDER FILLING	\$111.94
00-04-0410-5161				
EFT000000003680	60793	CITY OF PETERBOROUGH	FIRE - OCT CYLINDER FILLING	\$71.23
00-04-0410-5161				
EFT000000003680	60794	CITY OF PETERBOROUGH	FIRE - NOV CYLINDER FILLING	\$50.88
00-04-0410-5161				
EFT000000003681	60759	DEETH & WHITE LTD/FITZGERA	F/H #4 - FURNACE OIL	\$806.12
00-04-0410-3100				
EFT000000003685	60726	ENBRIDGE	EMERG PREP GENERATOR FUEL	\$75.29
00-04-0450-5191				
EFT000000003698	60652	LLF LAWYERS	BUILDING DEPT LEGAL FEES	\$823.75
00-04-0440-3810				
EFT000000003698	60653	LLF LAWYERS	BUILDING DEPT LEGAL FEES	\$1,912.07
00-04-0440-3810				
EFT000000003698	60718	LLF LAWYERS	BUILDING CODE ACT LEGAL FEES	\$2,630.50
00-04-0440-3810				
EFT000000003699	60724	McArthur, Jessyka	IMS 200 LUNCH - [REDACTED]	\$30.00
00-04-0410-2604				
EFT000000003699	60725	McArthur, Jessyka	IMS 200 LUNCH - [REDACTED]	\$30.00
00-04-0410-2604				
EFT000000003699	60756	McArthur, Jessyka	METAL FOR HITCH ATTACHMENT	\$20.35
00-04-0410-4600				
EFT000000003699	60757	McArthur, Jessyka	METAL FOR HITCH ATTACHMENT	\$12.18
00-04-0410-4600				
EFT000000003705	60755	NEXICOM INC.	INTERNET	\$71.17
00-04-0420-3320				
EFT000000003707	60696	OTONABEE REGION CONSERVATI	FIRST QRTR LEVY	\$26,434.25
00-04-0430-7300				
EFT000000003708	60761	OVERHEAD DOOR CO OF PETERB	F/H #4 - REPL BOTH CABLES	\$280.93
00-04-0410-5130				
EFT000000003709	60703	PACKAGE PLUS INC.	SDP POSTERS	\$236.59
00-04-0440-4710				
EFT000000003710	60691	PEDERSEN, CHUCK	MINI-PUMPER MTG EXP	\$87.48
00-04-0410-4118				

Cheque Number	Voucher Number	Vendor Name	Description	Amount
EFT000000003711 00-04-0444-3910	60708	PETERBOROUGH HUMANE SOCIET	ANIMAL CONTROL	\$1,107.16
EFT000000003713 00-04-0410-5190	60654	SCOTT DRUMMOND MOTORS LTD.	LOF, BATTERY CHRG, INSPECT	\$61.00
EFT000000003713 00-04-0410-5194	60654	SCOTT DRUMMOND MOTORS LTD.	LOF, BATTERY CHRG, INSPECT	\$88.20
EFT000000003713 00-04-0410-5195	60654	SCOTT DRUMMOND MOTORS LTD.	LOF, BATTERY CHRG, INSPECT	\$30.49
EFT000000003718 00-04-0444-4400	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$200.02
EFT000000003718 00-04-0440-4400	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$160.78
EFT000000003718 00-04-0410-4400	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$80.39
EFT000000003720 00-04-0440-4710	60692	THE EDISON/AMUSE COFFEE	SDP LAUNCH - MUFFINS, COFFEE	\$152.64
EFT000000003723 00-04-0410-2604	60697	TWP.OF OTONABEE-SOUTH MONA	IMS 100 LUNCH - ROB WILSON	\$15.00
Protection Services				
Total For Department	4	\$40,229.57		
6 Transporation Services				
55097 00-06-0600-3300	60688	BELL CANADA	DOURO GARAGE	\$67.97
55097 00-06-0600-3300	60689	BELL CANADA	WARSAW GARAGE	\$97.05
55098 00-06-0600-3310	60664	BELL MOBILITY INC.	CELL - CONDON	\$20.80
55098 00-06-0600-3310	60665	BELL MOBILITY INC.	CELL - NELSON	\$22.53
55101 00-06-0600-3110	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$1,476.87
55101 00-06-0603-3110	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$16.47
55102 00-06-0600-4600	60683	KAWARTHA HARDWARE	MAILBOXES RE:SNOWPLOWING	\$89.50
55102	60684	KAWARTHA HARDWARE	SPONGE TAPE	\$6.39

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-06-0600-5195				
55102	60685	KAWARTHA HARDWARE	UTILITY KNIVES	\$10.72
00-06-0600-4600				
55102	60686	KAWARTHA HARDWARE	RDS - OIL, WIPER BLADES	\$44.75
00-06-0600-5160				
55102	60686	KAWARTHA HARDWARE	RDS - OIL, WIPER BLADES	\$8.63
00-06-0600-4600				
55102	60687	KAWARTHA HARDWARE	RDS - HARDWARE	\$16.27
00-06-0600-4600				
55104	60644	MANULIFE FINANCIAL	RETIREES	\$321.90
00-06-0600-2460				
EFT000000003667	60778	ACKLANDS-GRAINGER INC.	WARSAW GARAGE STEP STOOL	\$244.19
00-06-0600-4600				
EFT000000003673	60734	ASSOCIATION OF ONTARIO ROA	CERTIFICATION RNWL - [REDACTED]	\$157.73
00-06-0600-2601				
EFT000000003673	60735	ASSOCIATION OF ONTARIO ROA	CERTIFICATION RNWL - [REDACTED]	\$157.73
00-06-0600-2601				
EFT000000003674	60782	BAKER MASONRY	PLOW/SAND SIDEWALKS	\$562.60
00-06-0600-3900				
EFT000000003676	60765	BOLTS PLUS INCORPORATED	HARDWARE	\$52.31
00-06-0600-5195				
EFT000000003676	60775	BOLTS PLUS INCORPORATED	WASHERS	\$10.41
00-06-0600-4600				
EFT000000003677	60781	CAMBIUM ENVIRONMENTAL	PEER REVIEW EDWARDS PIT	\$2,508.38
00-06-0600-3832				
EFT000000003684	60776	DRAIN BROS. EXCAVATING	COLDMIX	\$308.73
00-06-0600-4600				
EFT000000003684	60777	DRAIN BROS. EXCAVATING	COLDMIX	\$476.90
00-06-0600-4600				
EFT000000003687	60784	FAIRVIEW TRUCKING INC.	STAND-BY PLOW/SAND	\$16,993.92
00-06-0600-3900				
EFT000000003690	60783	JIM KERR EXCAVATING INC.	BRUSHING, FLAGPERSON	\$1,770.62
00-06-0600-3900				
EFT000000003693	60788	KAWARTHA METALS CORP.	RECT TUBE	\$59.10
00-06-0600-5195				
EFT000000003694	60730	LAKEFIELD HERALD LTD.	MGR PUBLIC WORKS CONTRACT AD	\$201.73
00-06-0600-4300				

Cheque	Voucher	Vendor		
Number	Number	Name	Description	Amount
EFT000000003697	60786	LIFTLOCK CITY FREIGHTLINER	MUFFLER, BRACKET	\$356.70
00-06-0600-5195				
EFT000000003697	60787	LIFTLOCK CITY FREIGHTLINER	CLAMPS	\$8.17
00-06-0600-5195				
EFT000000003704	60780	NEIL JOHNSTON HEATING	SERV CALL, FURNACE FAN MOTOR	\$557.64
00-06-0600-5130				
EFT000000003705	60755	NEXICOM INC.	INTERNET	\$71.17
00-06-0600-3320				
EFT000000003722	60796	TREASURER OF THE COUNTY OF	CTY RD 38 ASPHALT SIDEWALK	\$9,641.04
00-06-0600-3900				
EFT000000003724	60766	UAP AUTO PARTS (664) - LAK	DOURO GARAGE - ANTI-SEIZE	\$19.34
00-06-0600-4600				
EFT000000003724	60767	UAP AUTO PARTS (664) - LAK	DOURO GARAGE - TIRE PRES GAUGE	\$37.64
00-06-0600-4600				
EFT000000003724	60769	UAP AUTO PARTS (664) - LAK	HOSE, COUPLING, FITTING	\$61.75
00-06-0600-5195				
EFT000000003725	60779	VIKING CIVES LTD	SPEED SENSOR MOTORS	\$174.06
00-06-0600-5195				
EFT000000003726	60789	WASTE CONNECTIONS OF CANAD	WASTE BINS, CURBSIDE, GRG BIN	\$43.05
00-06-0600-3250				
EFT000000003727	60770	WINSLOW-GEROLAMY MOTORS LT	5" STRAIGHT, CLAMPS	\$110.82
00-06-0600-5195				
EFT000000003727	60771	WINSLOW-GEROLAMY MOTORS LT	RDS - DEF FLUID, INSP BOOKS	\$152.09
00-06-0600-5160				
EFT000000003727	60772	WINSLOW-GEROLAMY MOTORS LT	EMERGENCY LIGHT	\$48.05
00-06-0600-5195				
EFT000000003727	60773	WINSLOW-GEROLAMY MOTORS LT	GREASE GUN BATTERY	\$110.15
00-06-0600-4600				
EFT000000003727	60774	WINSLOW-GEROLAMY MOTORS LT	ELBOWS	\$99.52
00-06-0600-5195				
Transportation Services				
Total For Department	6	\$37,195.39		
8 Environmental Services				
55098	60663	BELL MOBILITY INC.	CELL - HG TSF STN	\$5.09
00-08-0802-3310				
55101	60679	HYDRO ONE INC	INVOICE DATED FEB 5, 2020	\$140.43

Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-08-0802-3110				
EFT000000003674	60729	BAKER MASONRY	PLOW/SAND HG TSF STN	\$2,023.50
00-08-0802-5121				
EFT000000003692	60732	JOHNNY ON THE SPOT	HG TSF STN PORTABLE TOILET	\$101.76
00-08-0802-3900				
EFT000000003694	60700	LAKEFIELD HERALD LTD.	CURBSIDE COLLCTN & TRANSPRT	\$74.45
00-08-0800-4300				
EFT000000003703	60731	NATIONAL SANITATION & SUPP	HG TSF STN GRBG BAGS, WIPERS	\$193.36
00-08-0802-5121				
EFT000000003718	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$200.02
00-08-0802-4400				
EFT000000003726	60789	WASTE CONNECTIONS OF CANAD	WASTE BINS, CURBSIDE, GRG BIN	\$11,642.36
00-08-0800-3251				
EFT000000003726	60789	WASTE CONNECTIONS OF CANAD	WASTE BINS, CURBSIDE, GRG BIN	\$1,215.40
00-08-0802-5121				
Environmental Services				
Total For Department	8	\$15,596.37		
16	Recreation & Cultural Services			
55097	60668	BELL CANADA	WARSAW CC	\$88.95
00-16-1620-3300				
55097	60672	BELL CANADA	DOURO CC	\$35.56
00-16-1620-3300				
55097	60672	BELL CANADA	DOURO CC	\$35.56
00-16-1610-3300				
55097	60673	BELL CANADA	WARSAW CC	\$46.05
00-16-1620-3300				
55097	60673	BELL CANADA	WARSAW CC	\$46.04
00-16-1610-3300				
55098	60674	BELL MOBILITY INC.	CELL - [REDACTED]	\$22.07
00-16-1620-3310				
55098	60675	BELL MOBILITY INC.	CELL - PARKS	\$5.09
00-16-1600-3310				
55098	60676	BELL MOBILITY INC.	CELL - [REDACTED]	\$5.00
00-16-1610-3310				
55099	60667	COCA-COLA REFRESHMENTS CAN	DOURO CC PRODUCT	\$487.10
00-16-1612-4118				

	Cheque	Voucher	Vendor		
	Number	Number	Name	Description	Amount
	55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$28.30
00-16-1600-3110					
	55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$386.40
00-16-1640-3110					
	55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$12,690.14
00-16-1610-3110					
	55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$8,057.07
00-16-1620-3110					
	55101	60679	HYDRO ONE INC.	INVOICE DATED FEB 5, 2020	\$365.71
00-16-1601-3110					
	55102	60669	KAWARTHA HARDWARE	DOURO CC PAINT, PRIMER, DE-ICE	\$68.09
00-16-1610-4118					
	55102	60670	KAWARTHA HARDWARE	DOURO CC SHOWER ARM, HEADS	\$46.46
00-16-1610-5130					
	55102	60671	KAWARTHA HARDWARE	DOURO CC PLUMBING PARTS,CLEANR	\$36.95
00-16-1610-5130					
	55107	60651	PETERBOROUGH MIDGET AA PET	CANCELLED RENTAL	\$137.38
00-16-1610-8210					
	55108	60666	PRO-TECT LOCK & SAFE	DOURO CC KEYS	\$75.00
00-16-1610-4118					
	55109	60746	SKOR WHOLESALE MARKETPLACE	DOURO KITCHEN SUPPLIES	\$122.48
00-16-1613-4118					
EFT000000003668		60721	ACORN30	LIBRARY - BROCHURES, BUS CARDS	\$170.96
00-16-1640-4300					
EFT000000003671		60747	ARMSTRONG, JEAN	CATTLEMEN'S DINNER	\$177.17
00-16-1613-4118					
EFT000000003671		60747	ARMSTRONG, JEAN	CATTLEMEN'S DINNER	\$1.77
00-16-1613-4118					
EFT000000003674		60740	BAKER MASONRY	PLOW/SAND WARSAW CC	\$2,300.89
00-16-1620-5121					
EFT000000003674		60741	BAKER MASONRY	PLOW/SAND DOURO CC	\$2,304.43
00-16-1610-5121					
EFT000000003674		60742	BAKER MASONRY	PLOW/SAND JOHNSTON PROPERTY	\$851.01
00-16-1600-5121					
EFT000000003674		60749	BAKER MASONRY	PLOW/SAND JOHNSTON PROPERTY	\$770.63
00-16-1600-5121					
EFT000000003674		60750	BAKER MASONRY	PLOW/SAND WARSAW CC	\$2,123.90



Cheque Number	Voucher Number	Vendor Name	Description	Amount
00-16-1620-5121				
EFT000000003674	60751	BAKER MASONRY	PLOW/SAND DOURO CC	\$2,471.69
00-16-1610-5121				
EFT000000003679	60739	CASEY'S PROPANE INC.	WARSAW PROPANE	\$190.42
00-16-1620-3100				
EFT000000003681	60738	DEETH & WHITE LTD/FITZGERA	WARSAW CC FURNACE OIL	\$236.79
00-16-1620-3100				
EFT000000003688	60790	GOLDSMITH SAW SALES & INDU	ICE BLADE SHARPENED	\$7.63
00-16-1610-4200				
EFT000000003688	60790	GOLDSMITH SAW SALES & INDU	ICE BLADE SHARPENED	\$33.07
00-16-1610-5165				
EFT000000003688	60791	GOLDSMITH SAW SALES & INDU	ICE BLADE SURFACED & SHARPENED	\$7.62
00-16-1620-4200				
EFT000000003688	60791	GOLDSMITH SAW SALES & INDU	ICE BLADE SURFACED & SHARPENED	\$76.32
00-16-1620-5165				
EFT000000003691	60752	JOHNSON ELECTRIC	DOURO CC DRESSING RM HEATERS	\$1,331.76
00-16-1610-5145				
EFT000000003695	60744	LAKEFIELD FOODLAND	DOURO BAR SUPPLIES	\$5.98
00-16-1612-4118				
EFT000000003695	60745	LAKEFIELD FOODLAND	DOURO BAR SUPPLIES	\$35.90
00-16-1612-4118				
EFT000000003696	60720	LANDRY, ANNE	JAN & FEB MILEAGE - [REDACTED]	\$35.28
00-16-1640-2500				
EFT000000003700	60736	MCLEOD'S ECOWATER	DOURO CC PEROXIDE	\$59.00
00-16-1610-3902				
EFT000000003705	60722	NEXICOM INC.	LIBRARY INTERNET	\$76.26
00-16-1640-3320				
EFT000000003705	60755	NEXICOM INC.	INTERNET	\$71.17
00-16-1610-3320				
EFT000000003714	60748	SECURITAS CANADA LIMITED	DOURO CC ACTIVITY BASED CHRG	\$22.44
00-16-1610-3220				
EFT000000003715	60693	STAPLES ADVANTAGE CANADA	PARKS LAMINATOR, ENVELOPES	\$101.75
00-16-1600-4110				
EFT000000003717	60737	SUPERIOR PROPANE	DOURO CC PROPANE	\$1,043.95
00-16-1610-3100				
EFT000000003717	60753	SUPERIOR PROPANE	DOURO CC PROPANE	\$1,368.30
00-16-1610-3100				

Cheque Number	Voucher Number	Vendor Name	Description	Amount
EFT000000003718 00-16-1610-4400	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$39.50
EFT000000003718 00-16-1620-4400	60714	T. F. GRAPHICS	NWSLTRS,DOG TAGS/CARDS,BUSCAR	\$39.50
EFT000000003719 00-16-1610-4300	60754	THE DUMMER NEWS	PUBLIC SKATING AD	\$18.00
EFT000000003719 00-16-1620-4300	60754	THE DUMMER NEWS	PUBLIC SKATING AD	\$18.00
Recreation & Cultural Services				
Total For Department	16	\$38,415.99		
18	Planning & Development			
EFT000000003701 00-18-1805-5370	60707	MCMILLAN, CRYSTAL	PRINTER FOR COUNCIL/COA	\$132.28
EFT000000003712 00-18-1805-3901	60690	REID, ED	COA & MILEAGE JAN 24 - REID	\$95.00
EFT000000003712 00-18-1805-2500	60690	REID, ED	COA & MILEAGE JAN 24 - REID	\$13.29
Planning & Development				
Total For Department	18	\$240.57		
Total For Fund	0	\$144,377.30		
5				
4	Protection Services			
EFT000000003675 05-04-0410-0341	60760	B.M.R. MFG. INC.	F/H #5 - BEWARE FALLNG SNOW/IC	\$36.34
EFT000000003699 05-04-0410-0341	60758	McArthur, Jessyka	F/H #5 - SCREWS	\$12.99
EFT000000003728 05-04-0410-0341	60795	ZENNER CONCRETE PUMPING IN	F/H #5 - CONCRETE PUMPING	\$2,035.20
Protection Services				
Total For Department	4	\$2,084.53		
6	Transportation Services			
EFT000000003690 05-06-0600-0401	60783	JIM KERR EXCAVATING INC.	BRUSHING, FLAGPERSON	\$10,254.87
EFT000000003702	60764	MICRO AGE COMPUTER STORES	MEMORY FOR ACE CNTRLs FOR GPS	\$1,022.68

Cheque Number	Voucher Number	Vendor Name	Description	Amount
05-06-0600-0361				
EFT000000003716	60727	Suncor Energy Products Par	WARSAW DYED DIESEL 400.0 L	\$323.07
05-06-0600-0242				
EFT000000003716	60728	Suncor Energy Products Par	WARSAW DIESEL 1,500.0 L	\$1,429.78
05-06-0600-0241				
EFT000000003716	60733	Suncor Energy Products Par	DOURO DIESEL 1,375.0 L	\$1,363.81
05-06-0600-0231				
Transportation Services				
Total For Department	6	\$14,394.21		
18	Planning & Development			
EFT000000003683	60704	D.M. WILLS ASSOCIATES LIMI	AGGREGATE PEER REVIEW	\$3,871.97
05-18-1800-0589				
EFT000000003698	60702	LLF LAWYERS	HG REZONING APPEAL	\$1,407.85
05-18-1800-0573				
Planning & Development				
Total For Department	18	\$5,279.82		

## **The Corporation of the Township of Douro-Dummer**

### **By-law Number 2020-12**

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Being a By-law of The Corporation of the Township of Douro-Dummer to confirm the proceedings of the Special Meeting of Council held on the 2nd day of March, 2020, the Special Meeting of Council held on the 3rd day of March, 2020 and the Regular Meeting of Council held on the 3rd day of March, 2020, in the Municipal Building

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#### **The Municipal Council of The Corporation of the Township of Douro-Dummer Enacts as follows:**

1. **That** the action of the Council at the Special Meeting of Council held on the 2nd day of March, 2020, the Special Meeting of Council held on the 3rd day of March, 2020 and the Regular Meeting of Council held on the 3rd day of March, 2020, in respect to each motion, resolution, and other action passed and taken by the Council at its said meeting is, except where prior approval of the Local Planning Appeal Board is required, hereby approved, ratified, and confirmed.
2. **That** the Mayor and the proper officers of the Township are hereby authorized to do all things necessary to obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Passed in Open Council this 3rd day of March, 2020.

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Mayor, J. Murray Jones

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Clerk, Crystal McMillan