The Corporation of the City of Kawartha Lakes

Agenda

Committee of the Whole Meeting

COW2019-04
Tuesday, April 9, 2019
Open Session Commencing at 1:00 p.m.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Mayor Andy Letham
Deputy Mayor Doug Elmslie
Councillor Ron Ashmore
Councillor Pat Dunn
Councillor Patrick O'Reilly
Councillor Tracy Richardson
Councillor Kathleen Seymour-Fagan
Councillor Andrew Veale
Councillor Emmett Yeo

Accessible formats and communication supports are available upon request.

1.	Call to Order	
2.	Adoption of Agenda	
	That Council waive the procedural by-law to allow the addition of a deputation by Nick Lasch regarding Frank Hill Road Public Water Access; and	
	That the Agenda for the Open Session of the Committee of the Whole of Tuesday, April 9, 2019, be adopted as circulated and with the following amendment:	
	Addition - Deputation	
	Item 4.3	
	Nick Lasch Frank Hill Road Public Water Access (Report CS2019-006, Item 7.1.4 on the Agenda).	
3.	Disclosure of Pecuniary Interest	
4.	Deputations	
4.1	COW2019-04.4.1	10 - 12
	Dock Encroachment - 14 William Booth Crescent Oanali Zavery Dilchad Zavery	
	That the deputation of Oanali Zavery, regarding Dock Encroachment - 14 William Booth Crescent, be received and referred to staff for report back to Council by end of Q2 2019;	
	That no action be taken to remove the dock at 14 William Booth Crescent until such time as that report is brought forward to Council; and	
	That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.	
4.2	COW2019-04.4.2	13 - 15
	Condition and Ongoing Maintenance of Scenic Hill Road Michael Cara Donald Jenkins	

Pages

That the deputation of Michael Cara regarding Condition and Ongoing Maintenance of Scenic Hill Road, be received and referred to staff for report back to Council by end of Q2 2019;

That staff be directed to investigate interim maintenance options to provide some immediate relief to residents driving on Scenic Hill Road; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

5. Presentations

6. Report ED2019-013

6.1 COW2019-04.6.1

16 - 36

2019 Million Dollar Makeover Presentation

Carlie Arbour, Economic Development Officer - Community

That the presentation by Carlie Arbour, Economic Development Officer - Community, regarding the **2019 Million Dollar Makeover**, be received.

6.2 ED2019-013

37 - 57

2019 Million Dollar Makeover Funding Allocation, First Intake Jennifer Stover, Director of Corporate Services

Carlie Arbour, Economic Development Officer - Community

That Report ED2019-013, **2019 Million Dollar Makeover Funding Allocation, First Intake**, be received;

That the Community Improvement Plan (CIP) Steering Committee Terms of Reference be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7. Consent Matters

7.1 Reports

7.1.1 CLK2019-003

The Kawartha Lakes Accessibility Advisory Committee (AAC) 2018 Activities Report and 2019 Proposed Work Plan

Barbara Condie, Accessibility Officer, on behalf of the Kawartha Lakes AAC

58 - 72

Council Representative - Councillor Veale

That Report CLK2019-003, Kawartha Lakes Accessibility Advisory Committee (AAC), 2018 Activities Report and 2019 Proposed Work Plan, be received;

That the 2019 Work Plan for the Kawartha Lakes AAC be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting on April 23, 2019.

7.1.2 CLK2019-004 73 - 89

Line Fences Act Review

Joel Watts, Deputy Clerk

That Report CLK2019-004, Line Fences Act Review, be received;

That a by-law, attached as Appendix A to this report, affirming that the Line Fences Act, 1990, does not apply to any property in the City of Kawartha Lakes (with the exception of agricultural and rural properties) and establishing a procedure for equal line fence cost sharing of a basic fence, be forwarded to Council for adoption;

That the administration fee for Line Fences Act proceedings be raised to \$250.00 at the next amendment to the Consolidated Fees by-law; and

That this recommendation be brought forward to Council for consideration at the next Regular Council meeting.

7.1.3 RS2019-019 90 - 98

Proposed Surplus Land Declaration and Sale of City-Owned Property – 1449 Highway 7A, Bethany, City of Kawartha Lakes ("Old" Bethany Fire Hall)

Christine Oliver, Law Clerk - Realty Services

That Report RS2019-19, Proposed Surplus Declaration, Closure and Sale of Shoreline Road Allowance adjacent to 1449 Highway 7A, Bethany ("Old Bethany Fire Hall"), be received;

That a portion of the City-owned property municipally known as 1449 Highway 7A, Bethany and legally described as Part of Lot 23, Concession 8, Part of Lot 6 on Plan 6, Manvers, in the Geographic Township of Manvers, City of Kawartha Lakes, be declared surplus to municipal needs;

That the subject property be prepared and marketed for sale to the general public in accordance with City of Kawartha Lakes By-Law 2018-020, as amended, and any policies in effect as of the date of sale, and sold for no less than the appraised value plus any and all costs associated with the transaction;

That a by-law (with any amendments deemed necessary) to authorize its disposition shall be passed if appropriate;

That the Manager of Realty Services be permitted to fully execute all surplus municipal land listing documentation and any documentation associated with the receipt of an offer to purchase surplus municipal land for the full appraised value plus any and all costs associated with the transaction;

That all costs associated with investigating, preparing or marketing the property be financed from the Property Development Reserve;

That the Mayor and Clerk be authorized to execute all legal closing documents required for the sale of the subject property; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.1.4 CS2019-006 99 - 112

Frank Hill Road Public Water Access

Craig Shanks, Director of Community Services

That Report CS2019-006, Frank Hill Road Public Water Access, be received:

That the Frank Hill Road Public Water Access property be designated and recognized as a Category C City Boat Launch; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.1.5 CORP2019-009

113 - 117

Federal and Provincial Funding Update

Jennifer Stover, Director, Corporate Services

That Report CORP2019-009, Federal and Provincial Funding Update, be received;

That the one-time funding of approx. \$4.66 million, be transferred to the Federal Gas Tax reserve; and

That the one-time Provincial funding of \$725,000 be transferred to the Contingency reserve; and

That the Provincial cannabis funding be retained as a deferred revenue; and

That staff report back to Council upon completion of the update to the Long Range Financial Plan as to the best use of these funds; and

That Council transfer \$400,000 of 2019 OMPF surplus funds from the Operating Budget to the Contingency reserve to mitigate future anticipated reductions in Ontario Municipal Partnership Funding; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.1.6 ED2019-009

118 - 123

Downtown Revitalization Committee of Council - 2018 Motion Summary Carlie Arbour, Economic Development Officer – Community

That Report ED2019-009, Downtown Revitalization Committee of Council - 2018 Motion Summary, be received; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.1.7 ED2019-011

124 - 128

Municipal Heritage Committee 2019 Work Plan

Debra Soule, Economic Development Officer – Arts, Culture and Heritage

Council Representative - Councillor Ashmore

That Report ED2019-011, Municipal Heritage Committee 2019 Work Plan, be received;

That the 2019 Municipal Heritage Committee Work plan as outlined in Appendix B to Report ED2019-011 be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.1.8 ED2019-012

129 - 132

Downtown Revitalization Committee 2019 Work Plan

Carlie Arbour, Economic Development Officer - Community Council Representative - Mayor Letham

That Report ED2019-012, Downtown Revitalization Committee 2019 Work Plan, be received;

That the 2019 Downtown Revitalization Committee Work Plan as outlined in this report be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.1.9 WM2019-005

133 - 136

Waste Management Advisory Committee 2019 Work Plan

David Kerr, Manager Environmental Services Council Representatives - Councillors Ashmore, Veale and Yeo

That Report WM2019-005, Waste Management Advisory Committee 2019 Work Plan, be received;

That the 2019 Waste Management Advisory Committee Work Plan as outlined in this report be approved; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.1.10 WM2019-007

137 - 140

Curbside Collection Contract-Private Roads

Heather Dzurko, Waste Management Operations Supervisor

That Report WM2019-007, Curbside Collection Contract- Private Roads, be received; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.2.1 COW2019-04.7.2.1

Memorandum

Development Charge Review for New 2020 By-Law Andy Letham, Mayor

That the April 9, 2019 memorandum from Mayor Letham regarding a **Development Charge Review for New 2020 By-Law**, be received; and

That the Development Charges Task Force consider the following issues when making recommendation on the new development charges by-law (and supporting background study) to take effect in January 2020:

- Payment deferral options currently in place for residential developments, and their effectiveness;
- Affordable housing incentive options for private sector development;
- The appropriateness of discounting commercial and industrial development charges (from 50% to 100%) where job creation goals are met;
- Mechanisms for deferring development charge- support projects that are "population serving" vs "growth incenting" to ensure stability;
- Look at derelict buildings and extend the development charge waiver up to ten years to encourage demolition and protect development rights;
- Consider development charges being charged within the existing zone category (for example, storage units);
- Reduce the development charge supported projects to specific user groups if appropriate (for example, transferring a portion of growth related costs from non-residential to residential for parks);
- Create a long term development charges plan that affordably funds growth related projects over a realistic timeline without relying on deficit funding to meet projected growth; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Memorandum

Active Transportation Master Planning

Chris Marshall, Director of Development Services Juan Rojas, Director of Engineering and Corporate Assets Craig Shanks, Director of Community Services

That the April 9, 2019 Memorandum from Directors Marshall, Rojas and Shanks regarding **Active Transportation Master Planning**, be received;

That staff be directed to include funding for an Active Transportation Master Plan for the City of Kawartha Lakes as a decision unit in the 2020 budget; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

7.2.3 COW2019-04.7.2.3

145 - 145

Dock Space in Greenhurst Thurstonia

Andrew Girdler

That the correspondence from Andrew Girdler, regarding **Dock Space in Greenhurst Thurstonia**, be received; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

- 7.3 Items Extracted from Consent
- 8. Closed Session
- Matters from Closed Session
- 10. Adjournment

That the Committee of the Whole Meeting adjourn at 2:01 p.m.



Request to Speak before Council

Request to Make a Deputation/Presentation to Council/Committee
City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

Name: *		
Oanali Zavery		
Address: *		
14 William Booth Court		
City/Town/Village:	Province: *	Postal Code:
Lindsay	ON	K9V 6E1
Telephone: *	Email: *	
7053280610	ozavery@gmail.com	
There can be a maximum of two speakers for eac who will be speaking. The names that are listed he Deputant One:		
Oanali Zavery		
Deputant Two:		
Dilchad Zavery		

•		
City property. Have flad th	unicipal Law Enforcement that one of my dock is encroaching onto abutting his dock in place for at least 20 years.	
Please attach any additional form.	al supporting documents you wish to provide and submit with this complete	ed
Have you discussed this	motter with City Stoff?	
Have you discussed this	matter with City Stail?	
(F) Yes		
No No No		
If yes, Which department	t and staff member(s) have you spoken to?	
	ing will result from your presentation/deputation? *	
What action are you hoping	from Land Management Committee that will allow the dock to stay and we	
		<u>,</u>
Get favourable approval fi		.
Get favourable approval fi)
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Get favourable approval fi		;
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Get favourable approval fi		·

By signing this form you are acknowledging that all of the information you are providing on this form is true, and giving the City permission to collect your personal information for the principal purpose of a request to make a deputation to Committee or Council as outlined below.

Signature:	
otzavery	
Date:	
3/13/2019	#

The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to the City's procedural by-law. This information, including all attachments submitted may be circulated to members of Council, staff, the general public and posted on the City website. Questions about the collection of this information should be directed to the City Clerk or Deputy Clerk at 705 324-9411 ext. 1295 or 1322.

Do you understand how your information will be used and agree to allow the City to use your personal information provided on this form, including any attachments for the purposes of requesting to make a deputation to Committee or Council?*

Yes

Please complete this form and return to the City Clerk's Office by submitting it online or: Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca



Request to Make a
Deputation/Presentation to
Council/Committee
City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

ame: *			
DONALD JENKINS			
ddress: *			
21 Scenic Hill Rd.			
ity/Town/Village:	Province: *	Postal Code:	
OMEMEE	KOLZWO	ONE	
elephone: *	Email: *		
7052773083	Jenkinsdon	Jenkinsdon 61 @ Gmail. Co	
mere can be maximum of two speakers for each ho will be speaking. The names that are listed how the character of the control of the characters of the charac	ere will be included on the Cou	e(s) of the individual(s) ncil Meeting Agenda: *	
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Signature:

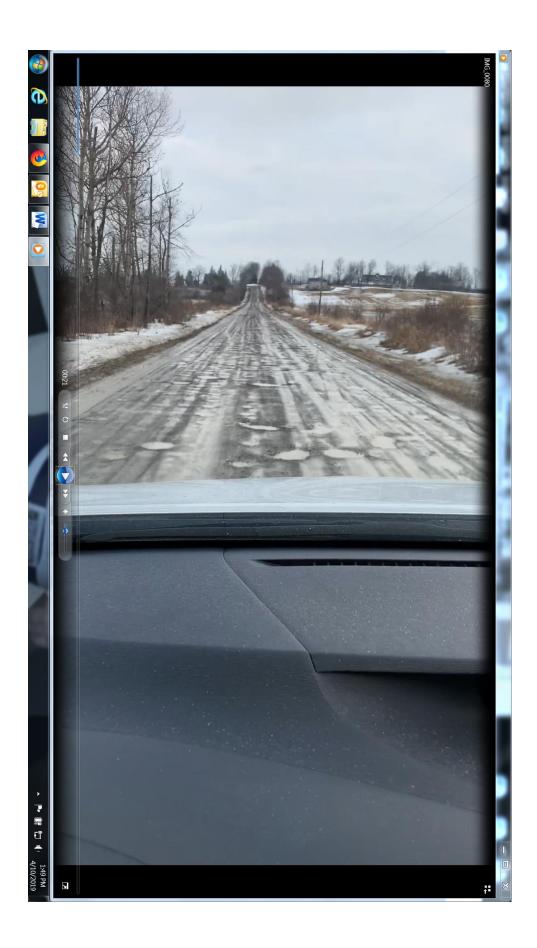
Date:

Brand James.

Date:

Please complete this form and return to the City Clerk's Office: Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca

The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to Section 10 of City of Kawartha Lakes By-law 2014-266. This information may be circulated to members of Council, staff and the general public. Questions about the collection of this information should be directed to the City Clerk or Deputy Clerk at 705 324-9411 ext. 1295 or 1322.



Application Intake Summary

Carlie Arbour
Economic Development Officer, Community





Launched: November 16, 2018 (2 month intake)

Applications Due: January 17, 2019

- Grants \$96,311.62 within Downtown Revitalization boundaries
 - Sign improvements
 - Façade improvements
 - Building repair and renovation
- Loans \$1 million available City-wide
 - Sign improvements
 - Façade improvements
 - Building repair and renovation
 - Design studies

- Accessibility improvements
- Heritage conservation
- Outdoor art
- Outdoor patios

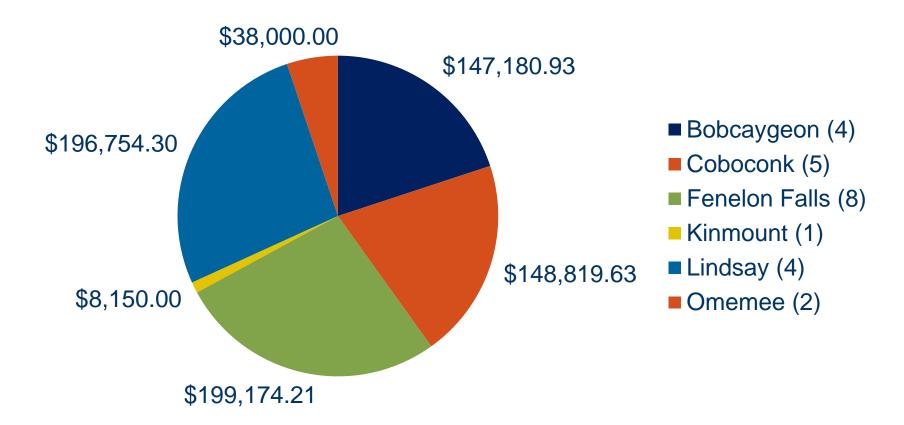
Program Promotions

- Door-to-door canvasing
- Scheduled office hours in priority area communities
- Public presentations
- Webinars
- Print and online media outlets

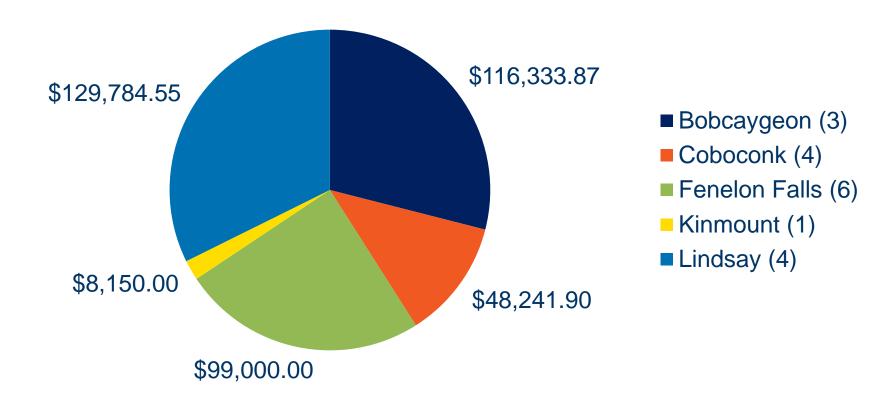
Intake Process



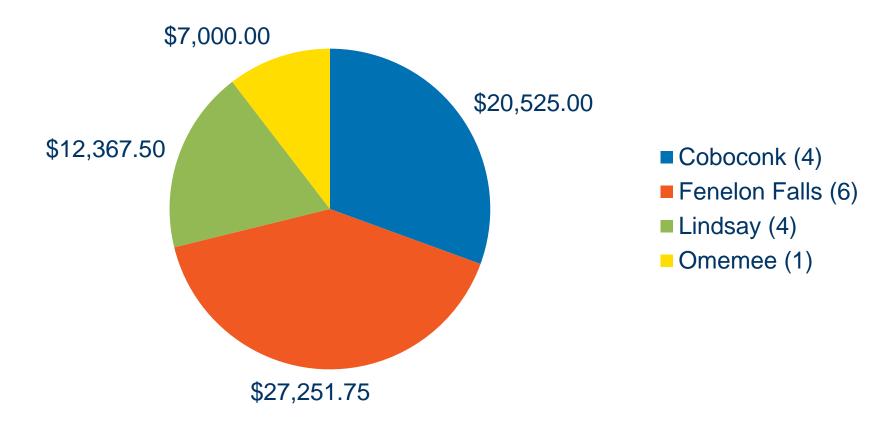
Project Applications by Community



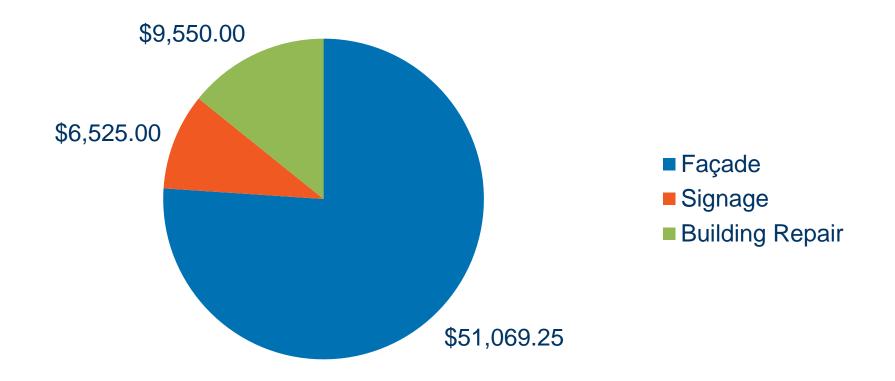
Approved Loans by Community



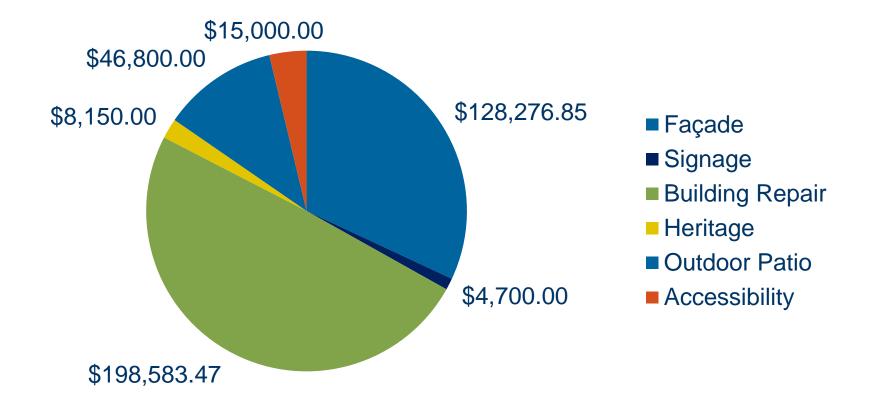
Approved Grants by Community



Approved Grants by Program



Approved Loans by Program



Status of Projects

- 17 Funding Agreements Signed
- 1 Site Plan Required
- 1 Agreement Unsigned
- Construction happening this Spring

Bobcaygeon



Coboconk









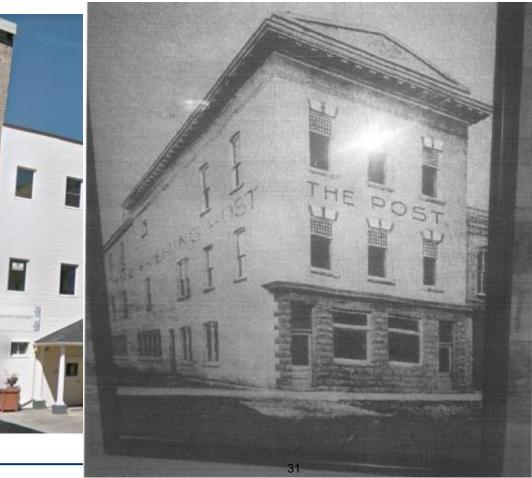
Fenelon



Kinmount



Lindsay





kawarthalakes.ca

Omemee



Next Intake

- Opening April 12, 2019
- Applications Due July 12, 2019
 - 3 month intake process

Next Intake - Grants

Grants

- Façade Improvement
- Signage Improvement
- Building Repair
- Accessibility

\$100,000 City Wide

\$29,167.37 DR Areas

Next Intake - Loans

Loans

- Façade Improvement
- Signage Improvement
- Building Repair
- Accessibility
- Outdoor Art
- Heritage Conservation
- Outdoor Patios
- Design Studies

\$699,674.20 City Wide



The Corporation of the City of Kawartha Lakes Committee of the Whole Report

Report Number ED2019-013

Date: April 9, 2019
Time: 1:00 p.m.
Place: Council Chambers
Ward Community Identifier: All
Title: 2019 Million Dollar Makeover Funding Allocation, First Intake
Description:
Author and Title: Jennifer Stover, Director of Corporate Services Carlie Arbour, Economic Development Officer - Community
Recommendation(s):
That Report ED2019-013, 2019 Million Dollar Makeover Funding Allocation, First Intake, be received;
That the Community Improvement Plan (CIP) Steering Committee Terms of Reference be approved; and
That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.
Department Head:
Financial/Legal/HR/Other:

Chief Administrative Officer:

Background:

The Million Dollar Makeover program is a funding program to implement the Kawartha Lakes Strategic Community Improvement Plan (CIP). The funding supports property and business owners that make improvements to their commercial, mixed-use commercial/residential or heritage designated residential buildings.

At the August 14, 2018 Council meeting, the Kawartha Lakes Strategic CIP was adopted.

Moved By Councillor O'Reilly Seconded By Councillor Elmslie

That Report PLAN2018-069, **Community Improvement Plan – Final**, be received:

That the By-law to adopt the Community Improvement Project Area and CIP, attached as Appendices A and B to Report PLAN2018-069, be approved by Council;

That the Mayor and Clerk be authorized to execute any documents and agreements required by this approval; and

That a \$100,000.00 contribution for Community Improvement Plan funding, with funding source options including the Economic Development Reserve, be included in the 2019 budget as a decision unit.

Carried CR2018-514

At the September 25, 2019 Council Meeting the Community Improvement Plan Implementation Overview was received by Council.

CR2018-567

That Report ED2018-014, Community Improvement Plan Implementation Overview, be received.

Carried

At the February 20, 2019 Special Budget Meeting, Council approved the following motion for additional CIP funding:

CR2019-176

Moved By Councillor Yeo

Seconded By Deputy Mayor Elmslie

That a \$100,000 contribution to the Community Improvement Plan be included in the 2019 operating budget;

That the funds be applied to a city wide grant portion of the program; and

That the funds be utilized from the Economic Development Reserve.

Carried

This report will provide a summary of the first intake of the program.

Rationale:

The Million Dollar Makeover, a funding program to implement the CIP, launched on November 16, 2018. The initial CIP funding available included a grant program of \$96,311.62 and a loan program total of \$1 million. The loan programs are available City-wide, while the grant programs were available to businesses and property owners within the Downtown Revitalization boundaries of Coboconk-Norland, Fenelon Falls, Lindsay, and Omemee.

The available program funding for grants included:

- Sign improvements
- Façade improvements
- Building repair and renovation

Program funding for loans included the above noted programs, as well as:

- Design studies
- Accessibility improvements
- Heritage conservation
- Outdoor art
- Outdoor patios

Economic Development staff promoted the program through various avenues including public presentations, webinars, newspaper, online media outlets, door-to-door canvasing and scheduled office hours in the priority area communities.

Interested applicants were encouraged to confirm their eligibility of the program by submitting an expression of interest including a brief description of the project and the estimated cost. Sixty-eight (68) expressions of interest were submitting, with a projected investment of over \$2,800,000.00.

The deadline for full applications, including background and supporting documentation was January 17, 2019. Twenty-four (24) full applications were submitted across the following communities, with a total potential investment of both public and private funds of \$738,079.07.

Bobcaygeon 4 applications \$147,180.93Coboconk 5 applications \$148,819.63

•	Fenelon Falls	8 applications	\$199,174.21
•	Kinmount	1 applications	\$8,150.00
•	Lindsay	4 applications	\$196,754.30
•	Omemee	2 applications	\$38,000.00

Staff from departments that have a direct connection to the CIP sat on a Technical Team that reviewed, and provided comments on each application. This included staff from the following departments:

- Building
- Planning
- Economic Development
- Realty Services
- Municipal By-Law
- Revenue and Taxation
- Accessibility

An overarching Steering Committee comprised of the CAO, Directors of Development Services and Corporate Services and the Manager of Economic Development was established. The Steering Committee, as defined in the attached Terms of Reference, is responsible for evaluating and approving the submitted applications. These Terms of Reference were followed for the first intake of the program. Applications were evaluated based on the information provided in each application and the eligibility criteria and conditions defined in the CIP.

The Steering Committee approved nineteen (19) applications.

	1	1	ı	T
Address	Community	Funding	Grant	Amount
Business	Community	Program	or Loan	Approved
12 Bolton Street	Bobcaygeon	Façade Improvements	Loan	10,000.00
39 Bolton Street	Bobcaygeon	Building Repair and Renovation	Loan	5,083.00
9 King Street E	Bobcaygeon	Façade Improvements	Loan	101,250.00**
6 Nipissing Street	Coboconk	Façade Improvements	Loan	48,241.00
6654 Hwy 35	Coboconk	Façade Improvements	Grant	5,000.00
6663 Hwy 35	Coboconk	Façade Improvements Signage Improvements	Grant	5,525.00
6666 Hwy 35	Coboconk	Façade Improvements Signage Improvements Building Repair and Renovation	Grant	10,000.00

8 Princes Street W	Fenelon Falls	Façade Improvements	Loan	75,000.00
8, 10 Colborne Street	Fenelon Falls	Façade Improvements Signage Improvements	Grant Loan	7,000.00 up to 24,000.00
30 Colborne Street	Fenelon Falls	Façade Improvements Building Repair and Renovation	Grant	1,251.75
36 Colborne Street	Fenelon Falls	Façade Improvements Building Repair and Renovation	Grant	5,500.00
43 Colborne Street	Fenelon Falls	Façade Improvements	Grant	3,500.00
4 May Street	Fenelon Falls	Façade Improvements Signage Improvements Building Repair and Renovation	Grant	10,000.00
4983 Monk Road	Kinmount	Heritage Conservation	Loan	8,150.00
38 Kent Street W	Lindsay	Façade Improvements	Grant Loan	5,000.00 up to 10,943.75
100 Kent Street W	Lindsay	Façade Improvements	Grant	2,367.50
15-17 William Street N	Lindsay	Façade Improvements	Grant	5,000.00
87 Adelaide Street N	Lindsay	Building Repair and Renovation	Loan	118,840.80**
24 King Street E	Omemee	Façade Improvements Signage Improvements	Grant	7,000.00

^{**}Not moving forward with project

Each Applicant has been notified of the status of his or her application and those moving forward with their projects have accepted the funding by signing funding agreements. It is anticipated that the projects will begin construction this spring.

Future Application Intake

Following the approvals of the first intake of the Million Dollar Makeover program, there was a balance of \$29,167.37 in remaining grant funds, and \$699,674.20 in loan funds available.

A second program intake is scheduled for the spring and will include the additional \$100,000 grant funding committed by Council in the 2019 budget. The additional grant funding will be available City-wide in keeping with the identified

^{*}Conditional on Site Plan Approval

priority areas. The same grant and loan program offering will be available with the addition of the Accessibility Improvement program as a grant.

Other Alternatives Considered:

The financial incentive programs have been established to best encourage and support program uptake for the benefit of economic development and revitalization in alignment with the City's strategic priorities. Council could choose to activate alternative programs at this time.

As the CIP is a 10 year program, there are opportunities in future years to activate additional programs to meet the economic development needs of the community at that time.

Financial/Operation Impacts:

The projects approved with this intake are within the allocated budget amounts for each of the loan and grant programs.

There is an outstanding balance for both the grant and loan funding. A second application intake for 2019 will be announced in April to distribute this funding.

Loan Funding Available	\$1	,000,000.00
Loan Funding Allocated	\$	401,575.80
Loan Awaiting Site Plan	\$	118,840.80
Loan Funding Executed	\$	181,485.00
Loan Funding Remaining after Approvals	\$	699,674.20

AMO Grant Funding Allocated	\$ 67,144.25
Additional 2019 Budget	\$100,000.00
Grant Funding Remaining	\$129,167.37

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The recommendation directly aligns with Council's goal to establish a Vibrant and Growing Economy by investing in community improvements that support local business and downtown revitalization and prosperity.

Consultations:

Consultations for the allocation of the funding have been held with the CAO, Director of Development Services, Director of Corporate Services, Manager of Economic Development, Manager of Revenue and Taxation, Manager of

Municipal Law Enforcement, and staff in Economic Development, Planning, Realty Services, and Accessibility.

The requests for funding came from local business and property owners with their application forms.

Attachments:

Appendix A – CIP Steering Committee Terms of Reference

Appendix B - CIP Steering Committee Management Directive

Appendix C- Recommendation from Lindsay Downtown Revitalization Working Group Meeting

Appendix D –Recommendation from Kawartha Lakes Accessibility Advisory Committee Meeting





201904 CIP Steering CIP Management Committee - Terms of Directive draft.docx

Lindsay DR CIP Grant Reccomendation from Funding Request.pdf the Kawartha Lakes Ac

Department Head E-Mail: cmarshall@kawarthalakes.ca

Department Head: Chris Marshall

Terms of Reference

Name: Community Improvement Plan (CIP) Steering Committee

Date Established: September 2018

Regular Review Timeframe: With Term of Council

Date Committee Ends: Upon the dissolution of the CIP, or as deemed necessary by the Steering Committee.

Mission:

The CIP Steering Committee is dedicated to the success of the CIP program. The committee works to promote and implement the CIP program, ultimately leading to the revitalization of the downtowns and communities in Kawartha Lakes through applicant-initiated investment projects.

Committee Responsibilities:

It is the responsibility of all committee members to comply with:

- the City Code of Conduct,
- the City Accountability and Transparency Policy
- the City Procedural By-law
- Other applicable City by-laws and policies
- Municipal Act
- Municipal Freedom of Information and Protection of Privacy Act
- Municipal Conflict of Interest Act

Members shall abide by the rules outlined within the Municipal Conflict of Interest Act and shall disclose the pecuniary interest to the Chair and absent himself or herself from meetings for the duration of the discussion and voting (if any) with respect to that matter.

The committee will abide by any terms and conditions which may be set out by the City's Council, CAO, City Clerk, City Solicitor, Auditor and/or Insurer for any activities relating to committee business.

Activities:

The City of Kawartha Lakes has adopted a Strategic Community Improvement Plan (CIP) to support the revitalization and beautification of the community. The CIP provides financial incentives to property owners to help leverage private investment in priority areas.

The CIP Steering Committee is an integral component to ensuring the uptake and success of the CIP program. The committee is responsible for implementing the CIP to stimulate investment, revitalization and beautification in the community. Specifically, the committee is responsible for:

- Promoting the CIP program to interested property owners
- Informing applicants of required permits and approvals for proposed projects in pre-consultation meetings
- Evaluating and providing decisions on complete applications
- Guiding successful applicants through required permitting and approval processes
- Sharing updates with funding partners and the City of Kawartha Lakes Council

Composition and Roles:

The CIP Steering Committee is responsible for the CIP program. The Steering Committee has delegated administration responsibilities of the program to the Economic Development division.

The CIP Steering Committee is composed of five members of staff of the City of Kawartha Lakes. The Steering Committee includes the CIP Project Coordinator, the Economic Development Manager, the Director of Development Services, the Director of Corporate Services, and the CAO. If a voting member of the committee is unable to attend a meeting, they may send a designate in their place, and quorum is 3 voting members.

As required, the CIP Steering Committee will connect with and receive comments from a Technical Team. The Technical Team will include, but is not limited to representatives from: Planning, Building, Economic Development, Realty, Finance, By-Law, Housing, as well as the Arts, Culture and Heritage Development Officer (or Heritage designate) and Accessibility Coordinator. The Technical Team may be expanded to obtain applicable comments as needed.

Roles of each of the CIP Steering Committee members are provided in the chart below.

Member Role	Responsibilities
CIP Project Coordinator (Ec Dev Staff)	 Secretary of Committee Coordinate committee meetings Maintain CIP web content Market CIP program Conduct pre-application appointments Connect applicants to appropriate contacts for necessary permits and approvals Ensure submitted applications include all required documentation Notify successful applicants Monitor approved projects Ensure database remains updated Prepare annual reports for OMAFRA, AMO and Council Assist with preparation of annual funding report for Council Consult with Technical Team for feedback on applications during review process Non-voting member of the Steering
Manager, Economic Development	Committee Supervise implementation of the CIP program Attend committee meetings Provide comments and approvals for applicants Prepare annual reports for OMAFRA, AMO and Council Review annual funding report for Council Voting member of Steering Committee
Director of Development Services	 Attend committee meetings Provide comments and approvals for applicants Review annual reports for OMAFRA, AMO and Council Review annual funding report for Council Voting member of Steering Committee
Director of Corporate Services	Chair of the CommitteeAttend committee meetings

	 Provide comments and approvals for applicants The Director of Corporate Services is responsible for the administration of the CIP By-law Review annual reports for OMAFRA, AMO and Council Prepare annual funding report for Council Voting member of Steering Committee
CAO	 Attend committee meetings Provide comments and approvals for applicants Review annual reports for OMAFRA, AMO and Council Review annual funding report for Council Voting member of Steering Committee
Technical Team	 Review applications and Expressions of Interest as they relate to department specific expertise Attend Technical Team meetings Provide comments and feedback to CIP Project Coordinator within five business days, based on CIP Criteria Attend Steering Committee Meetings, as requested

Financial Review & Pre-Application Meetings:

An Expression of Interest will be required at the start of the application process to determine the eligibility of potential applicants. Finance, By-Law and Building divisions will review the Expression of Interest to determine the eligibility of the potential applicant by confirming the property has no tax arrears, outstanding utility charges contraventions, penalties, fines, fees, or any other legal claim, lien or order. The property must comply with all municipal by-laws and not have work orders that may adversely affect the title of the land.

If the potential applicant is eligible to apply, the CIP Project Coordinator will facilitate the pre-application meeting to provide interested applicants with insights on required permits and approvals for their suggested work. The pre-application meeting may include other staff members, as needed, but not meant to be a formal consultation and does not take the place of a pre-consultation meeting,

which may be required for some projects. There is no cost for a pre-application meeting.

If the potential applicant is not eligible to apply, the CIP Project Coordinator will notify the potential applicant so that they may address the issue, or choose not to apply.

The CIP Project Coordinator may also sit in on regularly scheduled, formal City pre-consultation meetings as required for interested CIP applicants.

Steering Committee Meetings:

Grants and loans will be considered based on a schedule as outlined by the Chair in each year.

Steering Committee meetings will be held quarterly in the month following the end of each quarter, or on a date as close as possible. All applications that were considered complete by the end of the quarter will be evaluated at the following meeting. This will enable a one-month turn-around from the application deadline to when a notice of decision is provided to the applicant.

Prior to the start of the meeting, The CIP Project Coordinator will provide information to the Steering Committee members regarding the complete applications to be reviewed and decided upon. All members should fully review the complete applications before the meeting commences.

The Technical Team will receive applications weekly, as submitted throughout the application intake period. The Technical Team will review, comment, and provide a departmental signoff as appropriate for each application. The Steering Committee will review the departmental comments, confirm project eligibility and allocate the available funding to the strongest applications based on the CIP Objectives.

A schedule of Loan and Grant intakes will be created at the beginning of the application period and made available to the public, described as "Evaluation Deadlines" to inform applicants when their application will be reviewed.

Each Steering Committee meeting will run sufficiently long enough to make a decision on all submitted applicants for that period.

In the case that no applications are submitted during the quarter, the Steering Committee will not need to meet.

Terms of Reference:

Any responsibilities not clearly identified within these Terms of Reference shall be addressed by the Chair and adopted if appropriate to the Steering Committee. Council may, at its discretion, change the Terms of Reference for this Steering

Committee at any time. Any changes proposed to these Terms of Reference by the Steering Committee shall be recommended to Council via the Chair through a report to the appropriate Committee of Council.



Management Directive No.:	MD2018-XXX
Management Directive Name:	Community Improvement Plan (CIP) Implementation Directive
Date Approved by CAO or Designated	
Person:	
Date revision approved by CAO or	
Designated Person:	
Related SOP, Management Directive,	CIP Steering Committee Terms of
Council Policy, Forms	Reference

Directive Statement and Rationale:

The City of Kawartha Lakes Strategic Community Improvement Program (CIP) has been designed to support the revitalization and beautification of communities in Kawartha Lakes by providing financial incentives to property-owners. By providing these financial incentives, the CIP program helps to leverage private investment in priority areas. The CIP is adopted through by-law 2018-138.

This directive provides measures to ensure an efficient and cohesive delivery of the CIP program amongst the City divisions involved in the process. The directive provides detail on program administration, steering committee, and program processes that will contribute to effective program management and successful program outcomes.

Scope:

This directive applies to all City staff and associated committee members who partake in the delivery of the CIP program.

Management Directive:

1. Program Administration

1.1 Steering Committee

The CIP Steering Committee is responsible for the CIP program. The Steering Committee has delegated administration responsibilities of the program to the Economic Development division.

The Steering Committee facilitates collaboration between divisions and is the authority to make decisions on applications submitted to the CIP program. The CIP Steering



Committee consists of the CIP Project Coordinator, Manager of Economic Development, the Director of Corporate Services, the Director of Development Services, and the CAO. As required, the Steering Committee ensures comments are received from members of a Technical Team for their expertise and background on necessary applications. The work of the Steering Committee is guided by the CIP Steering Committee Terms of Reference.

1.2 CIP Project Coordinator

The Economic Development division is responsible for the administration of the CIP program with cooperation across all required divisions. The CIP Project Coordinator, a dedicated staff member in the Economic Development division, manages program administration.

1.3 Technical Team

The Technical Team consists of staff from various Divisions across the City of Kawartha Lakes. The Technical Team provides comments on CIP applications as it relates to their department. In order to maintain efficient coordination of the program, Technical Team members will review the CIP applications and record departmental specific comments. The Technical Team will meet monthly during the application intake phase to discuss departmental comments as related to each application. The CIP Project Coordinator will collect all comments and submit them to the Steering Committee. Members of the Technical Team may include, but not limited to representatives from the following departments: Planning, Building, Finance, Economic Development, Housing, By-Law, Realty as well as the Arts, Culture and Heritage Economic Development Officer (or Heritage designate), and Accessibility Co-ordinator. The Technical Team may be expanded to obtain applicable comments as needed.

1.4 Program Monitoring and Reporting

A database of projects applied for and approved will be maintained in Salesforce, and will be accessible by all members of the Steering Committee and involved staff through Sharepoint. The database will be continually updated to monitor the administration and implementation of the program. A summary of the program will be presented to Council annually or as required.

Key components of the CIP program to be tracked and reported annually include:

- Number, type (loan/grant/rebate and category) and location of applications submitted
- Number, type (loan/grant/rebate and category) and location of applications approved
- Funds released (by loan/grant/rebate, category and total)
- Private investment leveraged



Total financial investment

Additional key performance indicators may be tracked to measure the effectiveness of the CIP. The measurable indicators relating to the goals of the CIP include:

Employment and Unemployment Rates

 This is determined on an annual basis from the Workforce Development Board statistics, and the building and business inventory data that is compiled every year for each of the downtown revitalization communities.

Number and Changes in Retail Uses

 This will be determined on an annual basis from the building and business inventory data that is compiled every year for each of the downtown revitalization communities.

Number of Heritage Designations

• This will be determined from the Heritage designation register maintained on the City's website.

Number and Type of Housing Units

 This will be collected from the Building and Housing departments based on the number of housing units that were improved and/or built within the City within the previous reporting period.

Property Tax Revenues

 This will be determined from the Finance department through the Property Tax Roll for the City for the previous reporting period.

Number of Accessible Properties

 This will be collected from the building department, and confirmed with the Chambers of Commerce and BIA to determine the number of accessible improvements that were completed throughout each reporting period.

Vacancy Rates

 This will be determined on an annual basis from the building and business inventory data that is compiled every year for each of the downtown revitalization communities.

Housing Waiting Lists

• This will be tracked through the Housing department databases and collected on an annual basis for comparison.

Energy Consumption

 As a reporting requirement, the applicant can provide a baseline at the beginning of the project and report an annual summary of savings based on the improvement.

1.5 Marketing and Communication

Marketing of the CIP is the responsibility of the CIP Project Coordinator. A Communication Plan for the CIP has been created to help guide the marketing efforts for the CIP. The Communication Plan outlines several strategies to enable effective marketing of the CIP. These include, but are not limited to: a dedicated webpage on the



City website, social media coverage, printed brochures, community outreach and briefing sessions.

2. Program Application

2.1 Application Process

Grants and loans will be considered based on a schedule as outlined by the Steering Committee Chair in each year. The deadlines for application will be set annually based on available funding by the Steering Committee. Applicants will submit their complete application to the CIP Project Coordinator in Economic Development. Following the deadline for submission of a complete application, received on-time, the CIP Project Coordinator will have one month to collect comments and coordinate a meeting of the Steering Committee to make a final decision.

Complete applications are evaluated on individual merit.

Further detail on the application and evaluation process is available in the CIP Process Chart.

3. Program Funding

3.1 Funding Allocation and Distribution

The City has received \$500,000 from the Community Futures Development Corporation, which has been matched by the City of Kawartha Lakes to be used to fund the loan program of the CIP. An initial \$96,000 has been secured through the Main Streets program, delivered by OMAFRA and AMO which are used for grants specifically in the main streets of Kawartha Lakes that participated in the Downtown Revitalization project. The OMAFRA-AMO funds are to be spent by March 31st, 2020. Additional annual grant funding will be subject to Council approval. Future funding partners will be identified on an on-going basis.

Following the passing of the annual budget, the Steering Committee will create a report to Council, which outlines the amount of money available in the CIP program, that year, and the specific financial incentives that are eligible for funding. This report will also outline the application deadlines for the year. An interim annual update provided to Council will outline the funds applied for, the number and dollar value of approved applications.

3.1.1 Signing Authority

Funding for the CIP program is approved by Council and included in the corporate budget. The execution of funding agreements for both grants and loans will be the Mayor and Clerk as established through By-law 2016-009 section 6.04.



Funding requests outside of the CIP program as included in the corporate budget will be made to Council.

3.2 Funding Agreements

All successful applicants must sign a funding agreement form (Loan Agreement or Grant Agreement) before funds are released. The Agreement is designed by the Legal and Finance divisions of the City of Kawartha Lakes.

The funding agreement specifies that:

- The successful applicant must provide before and after photos of the subject property, to be shared by the City on various media outlets;
- The successful applicant must display a window decal or outdoor sign, as
 provided by the City of Kawartha Lakes, recognizing the City and CIP program as
 contributors to the project for a period of at least 6 months beginning once the
 project has been completed to the satisfaction of the City and funds have been
 released:
- For grants, funds will only be released once the project has been completed following the terms of the initial proposal and to the satisfaction of the City;
- For loans, where funding is released before the project is started, a claw-back agreement will be in force, such that the applicant will need to pay back any funds that were used in a manner not specified by the original application and agreement.
- Funds will only be released if the project was completed in accordance with the agreement and complies with all necessary permits and approvals; and
- All loan funding will be registered on title of the property;
- Permission for media release

In addition, the funding agreement will provide provisions for how funding may be affected in the case of applicant default.

3.3 Appeals

Applicants who do not have a successful application can contact the Steering Committee, in writing, through the CIP Program Coordinator. The Steering Committee will review the appeal and respond. If the applicant would like to discuss their application with the Steering Committee further, an opportunity to speak with the Steering Committee may be available at the next scheduled Steering Committee meeting, at the discretion of the Chair.



4. Program Amendments and Dissolution

4.1 Amending the CIP

The City may review the CIP periodically and amend it to ensure that the objectives of community improvement are being met. Amendments to the CIP may be required for the following reasons, in accordance with the *Planning Act*:

- Change or expansion in the Community Improvement Project Area;
- Change in the eligibility criteria;
- Addition of a new financial incentive program; and,
- Increase to a financial incentive program

4.2 Dissolution of the CIP

When Council determines that the CIP has been implemented to a satisfactory level, it may repeal the Plan and/or dissolve the Community Improvement Project Area through a By-law. Any financial incentive program enabled through this CIP can be discontinued at any time, but approved projects already receiving benefits when a financial incentive program is discontinued shall continue to receive benefits as per the Agreement with the City.

Revision History:

Proposed Date of Review:

Revision	Date	Description of changes	Requested By
0.0	[Date]	Initial Release	

LINDSAY DOWNTOWN REVIATLIZATION WORKING GROUP

February 1, 2019

DELIVERED BY EMAIL

The City of Kawartha Lakes Economic Development 180 Kent Street West Lindsay, Ontario K9V 2Y6

Attention: Carlie Arbour

Dear Carlie

Re: CIP - Grant Funding

The Lindsay Downtown Revitalization Working Group would like to formally request that if further grant funding becomes available to the public under the Community Improvement Plan, that accessibility improvements be one of the criteria considered under which money be made available for persons that wish to apply.

If you have any questions or concerns, please do not hesitate to contact the undersigned.

Yours truly

THE LINDSAY DOWNTOWN REVITALIZATION WORKING GROUP

Stephen Podolsky

Excerpt from the Minutes of the Kawartha Lakes Accessibility Advisory Committee Meeting held on January 17, 2019:

5. News/Updates from Working Groups, Staff and Council

5.1 Accessibility Officer Update

B. Condie provided an overview of the Million Dollar Makeover Initiative that is being led by the City's Economic Development Department.

Currently the Million Dollar Makeover provides grants and loans to downtown businesses within the boundaries of the Downtown Revitalization areas. Accessibility improvements qualify for the loan program however they are not eligible for the grant program.

KLAAC2019-003 Moved By J. McLean Seconded By N. Price

That funds be dedicated in the form of a grant to property owners for accessibility improvements in the Million Dollar Makeover program.

Carried

The Corporation of the City of Kawartha Lakes **Committee of the Whole Report**

Report Number CLK2019-003				
Time: 1:00 p), 2019 o.m. cil Chambers			
Ward Communi	ty Identifier: All			
Title:	The Kawartha Lakes Accessibility Advisory Committee (AAC) 2018 Activities Report and 2019 Proposed Work Plan			
Description:	Annual Activities Report and Work Plan			
Author and Title	e: Barbara Condie, Accessibility Officer, on behalf of the Kawartha Lakes AAC			
Recommenda	ation(s):			
That Report CLK2019-003 Kawartha Lakes Accessibility Advisory Committee (AAC), 2018 Activities Report and 2019 Proposed Work Plan, be received;				
That the 2019 Work Plan for the Kawartha Lakes AAC be approved; and				
That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting on April 23, 2019.				
Department Hea	ad <u>:</u>			
Financial/Legal	HP/Other:			

Chief Administrative Officer:

Background:

As per a revised Terms of Reference, the Kawartha Lakes Accessibility Advisory Committee (ACC) has been reduced from a committee of fifteen (15) to a membership of ten (10). More than 50% of the members are people with disabilities aligning with the legislative requirements of the Accessibility for Ontarians with Disabilities Act (AODA).

The Kawartha Lakes AAC vision statement is "Opening Doors to Accessibility by promoting a barrier free City of Kawartha Lakes"

Within the **Activities** Section a) of the revised terms of reference it states that the committee is to prepare an annual written report to Council by the end of Q1 to outline the Committee's/Board's achievements from the previous year in line with their approved work plan and a current year work plan. The plan is to include details on the promotion of public education programs, review of other government reports, programs and legislation that may have impacts on the City or its' programs, and future City policy direction all with the view of advancing the City's adopted strategic priorities and the proposed budget.

In accordance with the Terms of Reference, this report is provided to inform Council of the 2018 Committee activities and what is proposed for 2019.

Kawartha Lakes AAC2019-008

That a Report, including the Committee's 2019 Work Plan, be forwarded to Council for approval.

Rationale:

The Kawartha Lakes AAC has formed 2 (two) Working Groups, where 3 or more of the members of the Kawartha Lakes AAC gather to develop recommendations and complete work in the areas of:

- 1. **Public Spaces** (City facilities and other public areas such as transit, transportation routes, parks, etc.). This group actively provides comment to various City Departments and Site Plans;
- Public Awareness. This group generates ways in which to share information and to raise public awareness about the importance of making our community more accessible. Coordinating Accessibility Awareness Recognition Awards at Council is one annual event organized by this group that raises much awareness.

The working groups meet as needed throughout the year reviewing the status and ensuring the annual work plan is implemented. Each Working Group provides a report back to the committee during a scheduled public meeting on their initiatives, accomplishments and/or with presentation of a formulated recommendation with supporting rationale. The Committee then will determine

whether the recommendation should be forwarded to Council or Staff for their review and consideration.

The main focus in 2018 for the Committee was their participation in the development of the Five Year Accessibility Master Plan and the review processes associated with the update to the Accessibility Policy and associated City Management Directives. Review and comment was provided and amendments made based on their feedback.

The Committee has been very successful in their efforts during 2018 through their participation in a number of important City initiatives that involved but was not limited to the planning associated with Downtown Revitalization, Downtown Reconstruction in Lindsay and Fenelon Falls and through their continued presence as members of the Parks Advisory Committee and Transit Advisory Board. Site Plan review and input has benefited with the addition of a volunteer technical advisor. The Members have continued to support the efforts of Age-Friendly Kawartha Lakes. The public will soon see information booklets on Accessible Business, posters highlighting the Accessibility Awareness Recognition Awards and other materials created during the course of this past year. The Annual Awards presentation was held in May 2018 bringing an increase in public awareness and recognition.

Moving forward with the 2019 year the Committee will continue to strengthen their community outreach and increase their involvement in a number of areas that will include but will not be limited to the following list of initiatives:

- Assist with the planning and presentation of a Fall Accessibility Forum in partnership with Fleming College;
- Accept, review and make recommendation to Council regarding suggested recipients of the 2019 Accessibility Awareness Recognition Awards;
- Outreach Create greater awareness through several avenues such as participation in local events, with the creation of information brochures, posters, sharing stories through social media platforms, etc.
- Continue to provide comments to City Planning on Site Plans and explore the development of list of standard comments including updated statistic most recently released from Statistics Canada and Angus Reid;
- Explore opportunities to educate and encourage investment in accessible residential growth/community models;
- Continue to participate in the public processes associated with Downtown Revitalization and Reconstruction;
- Continued to support Age-Friendly initiatives in Kawartha Lakes;
- Continue to review and provide comment to Council, City Staff and stakeholders on projects, plans and policy as reviewed and renewed, etc.

 Completion and review of a compliance report in association with the requirements of the Accessibility for Ontarians with Disabilities Act and the Integrated Accessibility Standards Regulation no later than December 31, 2019.

Other Alternatives Considered:

This report presented annually as a requirement of the Terms of Reference of the Kawartha Lakes Accessibility Advisory Committee of Council.

Financial/Operation Impacts:

The 2019 Kawartha Lakes AAC budget has been set at \$ 17,000

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The Kawartha Lakes AAC supports the strategic priorities by strengthening Goal 1 – An Exceptional Quality of Life through Enhancing Accessibility for our residents. The Committee membership is the guiding group to ensure accessibility is at the forefront for this Municipality and included in our daily decision making process.

Review of Accessibility Implications of Any Development or Policy:

The 2019 Kawartha Lakes AAC Work Plan supports the Committee's Vision, Mandate and Objectives to provide advice on the importance of the removal of barriers for people with disabilities throughout the City of Kawartha Lakes.

Consultations:

Kawartha Lakes Accessibility Advisory Committee

Attachments:

Appendix A – 2018 Workplan and Review of Activities



Appendix B – 2019 Workplan



Department Head E-Mail: rtaylor@kawarthalakes.ca

Department Head: Ron Taylor, Chief Administrative Officer

Department File:

Committee Work Plan Tool

Committee Name: Kawartha Lakes Accessibility Advisory Committee

Work Plan for Year: 2018

Approved by Council:

Goal	Measurement Stages	Timeline	Measurement for success
The City Accessibility Plan and Policy Review	1. Meet with City Staff 2. Identify concerns 3. Prioritize 4. Review Draft 5 year plan 5. Provide recommendation to Staff on draft 6. Provide recommendation of support to Council on final	Meeting will take place in November 2017 This will consume a great deal of Committee time during 2018 Accomplished	2018- 2023 (5 Year) Accessibility Plan endorsed by Council. Accessibility Policy Review Paper endorsed by Council By Q2 2018
Participation in the Age Friendly Planning – Business Communication Strategy	Share resources and research findings with the Business Communication Strategy Committee on possible programs such as Mapping, Stop Gap, threshold marking, etc. and develop a partnership for implementation.	This will be on-going through 2018	Sustainability through the continued progress as a Tourist friendly, Accessibility Friendly, Age- Friendly Community Work was supported through the success of obtaining New Horizons Funding in the amount of \$25,000.

	Parks Working Group		
Review in a timely manner the site plans and drawings for buildings and facilities as described in Section 41 of the Planning Act – as per the AODA and the Committee terms of reference	1. Review in a timely manner – meetings arranged as site plans made available 2. Provide comments and recommendation to staff that is shared with the site developer	2018 On-going	Improved access to commercial sites, buildings and facilities. This is an ongoing committee activity. The Public Spaces Working Group had difficulty due to a number of unforeseen circumstances. Keeping up with the demand of site plan review was difficult. The committee has had the good fortune of the addition of a volunteer technical advisor with experience in the area of site plan review. Since early December with this assistance the Public Spaces Working Group has provided comment on Lindsay Downtown Reconstruction, Bobcaygeon Beach Park and 6 other site plans.

2018 Kawartha I a	kes AAC Work Plan		
Accessible	1.On-going dialogue	On-going 2018	Improved access to
Playgrounds	with Parks and		playgrounds
	Recreation required to define, determine		I to the contract
	accessible features		Listing of
	inventory and to		Accessible
	create a listing of		Playgrounds on
	accessible play		City Website
	areas.		This will be
	2. Accessible Playgrounds Canada		explored at a later
	3. Encourage Staff to		dated. Perhaps
	build a listing of		2020. There are
	accessible play areas		many large City
	and make it public on		projects
	City website then share on the		underway.
	Canadian link to draw		
	tourists.		
	4. Continue to research		
	what other		
	Municipalities have		
	incorporated for play		
	structures, new products and provide		
	comment as it		
	pertains to		
	accessibility features,		
	surface products, etc.		
City Facilities	1. Facility Accessibility	On-going through	Improved access to
	Design Standards and Management	2018, 2019, 2020,	CKL Buildings
	Directive are in Draft	until complete	Facility
	awaiting proposed		Accessibility
	adoption in last		Design Standards
	quarter of 2017 at the		adopted.
	time of this report.		
	2.Explore other means of auditing all City		This item was
	facilities with the		identified within
	proposed standard.		the 5 year
			Accessibility
			Master Plan and

004016			
2018 Kawartha Lak			will be monitored through the Accessibility Planning process.
Public Awareness	Working Group	T	T
Accessibility Awareness Awards presented in late May, early June at Council.	On-line nomination form available on the City Website has enhanced the process. Explore opportunities to engage greater participation in the nomination process.	On-going	Highlighting the work of people and organizations continues to be a great opportunity to build awareness. Partnership with the Communication and Marketing Division has resulted in greater publicity. A Communication Plan has been created.
International Day of Persons with Disabilities, 3 Dec Theme - Inclusion matters: access and empowerment for people of all abilities!	Recognize annually (December 3 rd)	Annual - ongoing	Day Recognized.
Participation/ Attendance at various Community Events: MP, MPP Seniors luncheon, Active Lifestyle show, etc.	Provide a presence at June and October Events Explore participation at other events.	Annual – on- going	Broadened Public Awareness base.

2018 Kawartha Lak	es AAC Work Plan		
Advocate through local media	Continue to explore various ways to advocate and provide resources to City Council, Staff and the Public	Annual- Ongoing	Increased public outreach Increased through discussions with Communication, Advertising and Marketing Division.
AAC Increased coverage of Threshold Marking	1. Media release will be prepared and circulated for Spring 2017 to include a business, a not for profit organization and a city facility that uses the tape 2. Create a policy and brochure 3. Provide presentation to Age Friendly 4. Provide information to Chamber offices	On-going Not complete.	 By the number of thresholds that are made visible with the threshold marking Policy and Brochure created Media releases issued Material available at various locations and posted on City website
Explore New Logo Design Explore the	Work with Communications to secure professional, enhanced logo design Need to simplify design for printing and use on promotional materials Topics could include:	2018 Complete On-going	Greater outreach (useable, readable, print friendly design) Discussions with Communication, Advertising and Marketing resulted in branded logo. Goal to facilitate
creation of educational workshops for City Staff, other stakeholders	 Accessibility comes in all shapes, sizes (disability awareness focus) Accessible meetings Universal design, etc. 	Development stages in 2018. Training manual created.	one or two workshops in 2018 Moved to 2019/20 year

Transportation Park	s Working Group		
Explore avenues of specialized transportation	Continue to research best practices and offer information to City Staff and Council.	On-going Participation in meetings involving this topic will continue to be of interest to the committee.	Aging in place (community of choice), work, care options with the provision of accessible, affordable transportation for those in need
Accessible walkways (sidewalks – pedestrian flow – sidewalk occupancy) throughout the City of Kawartha Lakes	Review of sidewalk occupancy policy, patio permit policy Make recommendation of change through AAC to Council	On-going through 2018 Comment on Lindsay Downtown Reconstruction, comment on Patio Permit/Occupanc y, this fits into review of City policy, processes as they are renewed.	Improved access on City streetscapes Policy updates as required

Committee Work Plan Tool			
Committee Name: Kawartha Lakes Accessibility Advisory Committee			
Work plan for Year: 2019			
Approved by Council:			

Goal	Measurement Stages	Timeline	Measurement for Success
1. Provide a Fall	a) Secure Keynote	a) & b) Q1	Successful day measured by
Accessibility	Speaker		number of attendees (aiming for an
Forum	b) Develop theme	d) & e) Q2	attendance of 100-150), success
	c) List activities	f) O0	learning experience, successful
	necessary to	f) Q3	networking, feedback received
	complete for	g) Oct 23	
	success	g) Oct 25	
	d) Decide on		
	participants		
	e) Planning and		
	development of		
	agenda and		
	timelines		
	f) Completion of tasks		
	as per item c)		
	g) Invite stakeholders h) Present the day		
2. Presentation of	a) Draft information to	a) & b) Q1	Successful day measured by
the 2019	be included in a	b) Q1	number of nominations received
Accessibility	media release and	D) Q1	(goal to encourage at least 5
Awareness	disseminate		nominations), number of qualified
Recognition	b) Secure June 4, 2019	c) Q2	recipients selected by Council,
Awards	on the Council	0, 4=	participation, media exposure and
	Agenda, meeting		feedback received
	room for light	d) Q2	
	refreshments, photo	,	
	shots		
	c) Utilize Social Media	e) Q2	
	platforms and other	f) Week prior	
	means such as	to event.	
	publically displayed	g) to k) Day of	
	posters to raise	3, 44 , 45	
	awareness		
	d) At closing make		
	review of the		
	nominations		
	received and qualify		
	e) Provide summary of		
	reasoning and		
	recommendation to		
	be included in a		

Council Report for consideration f) Upon Council endorsement notify recipients of the	Goal	Measurement Stages	Timeline	Measurement for Success
time of the ceremony. g) Invite Mayor and Councillor Veale to participate in the presentation ceremony h) Order Awards and engraved plates for City Hall wall plaque i) Order light refreshments for luncheon j) Host recipients k) Participate in presentation of Awards 3. Outreach – Create greater awareness through several avenues such as participation in local events, by creating informational network with the CKL Chamber Offices and BIA stime of the ceremony. g) Invite Mayor and Councillor Veale to participate in the presentation of Awards and engraved plates for City Hall wall plaque i) Order light refreshments for luncheon j Host recipients k) Participate in presentation of Awards a) Creation of informational booklets on Accessibility b) On-going Downtown Revitalization project and other avenues c) Creating a closer informational network with the CKL Chamber Offices and BIA Benchmarks could be set based on increased inquiries, number of hits on social media, as need	Create greater awareness through several avenues such as participation in local events, by creating information brochures, posters and continuing to	consideration f) Upon Council endorsement notify recipients of the award, date and time of the ceremony. g) Invite Mayor and Councillor Veale to participate in the presentation ceremony h) Order Awards and engraved plates for City Hall wall plaque i) Order light refreshments for luncheon j) Host recipients k) Participate in presentation of Awards a) Creation of informational booklets on Accessibility b) Creation of posters c) Creating a closer informational network with the CKL Chamber	Q1 & 2	 b) completion and dissemination c) will be on-going through Downtown Revitalization projects and other avenues Communications, Advertising and Marketing Division have been assisting with this goal. Benchmarks could be set based on increased inquiries, number of

Goal	Measurement Stages	Timeline	Measurement for Success
4. explore the development of list of standard comments to be included when reviewing and providing recommendation during the Site Plan Review process. New statistics from Stats Canada and Angus Reid available.	a) research b) draft c) development of a one page list of accessibility considerations that would be considered standard in site plan development	2019/early 2020	Measurable success of the final product will be discussed in the development to include Increased awareness, inquiries
5. Explore opportunities to educate and encourage investment in accessible residential growth/visitable community models	2019 development stages – Research and consultation	On-going	Exploration stage - Collection of information – gained knowledge. Measurable will be based on future developments including accessible features.
6. Continued participation in the public processes associated with Downtown Revitalization and Reconstruction	Advisory to Staff and Council	On-going	By number of reviews completed.
7. Continue to support Age-Friendly initiatives in Kawartha Lakes	Advisory and Support	On-going	By number of actions taken to provide assistance.

Goal	Measurement Stages	Timeline	Measurement for Success
8. Continue to review and provide comment to Council, City Staff and stakeholders on projects, plans and policy as needed. This includes the compliance review and report submission of the requirements of the AODA as required by the City by year end.	# of consultations # of comments	On-going	Increased accessibility presence in projects, plans and policy. Measurement of success will be dependant on the review, update and inclusion.

The Corporation of the City of Kawartha Lakes

Committee of the Whole Report

Report Number CLK2019-004

	Report Rumber 62.12010 CO.									
Date: Time:	April 9, 2019 1:00 p.m.									
Place:	Council Chambers									
Ward Community Identifier: All										
Title:	Line Fences Act Review									
Author and Title: Joel Watts, Deputy Clerk										
Recom	mendation(s):									
That Rep	port CLK2019-004, Line Fences Act Review, be received;									
Fences A (with the procedur	That a by-law, attached as Appendix A to this report, affirming that the Line Fences Act, 1990, does not apply to any property in the City of Kawartha Lakes (with the exception of agricultural and rural properties) and establishing a procedure for equal line fence cost sharing of a basic fence, be forwarded to Council for adoption;									
	administration fee for Line Fences Act proceedings be raised to \$250.00 xt amendment to the Consolidated Fees by-law; and									
	recommendation be brought forward to Council for consideration at the jular Council meeting.									
Departm	nent Head:									
Financia	al/Legal/HR/Other:									

Chief Administrative Officer:

Background:

Every term of Council, the City of Kawartha Lakes appoints a number of Fence Viewers (currently six are appointed) to regulate and adjudicate the City's role in the Line Fences Act. The six currently appointed Fence Viewers remain appointed until successors are designated at a future meeting by Council, and all have indicated an intention to continue serving as Fence Viewers.

Prior to appointing new Fence Viewers, the Clerk's Office deems it appropriate to provide Council with information regarding the City's responsibilities and options for regulating the Line Fences Act during the new term of Council. Direction from Council is required to either proceed with the status quo, or act on adopting a new process.

Currently, staff believe it may be expedient to revisit the Line Fences Act as it applies to the municipality. The Line Fences Act is an administratively encumbering piece of legislation, and more efficient methods of settling disputes exist and have been adopted by surrounding municipalities.

At the August 9, 2018 Agricultural Development Advisory Committee meeting the following was noted:

Line Fences Act implementation for next term of Council – Joel Watts and Connor Chase from the Clerk's Office attended and gave a verbal presentation regarding some investigation they have done regarding potential options for implementation of the Line Fences Act. The goal is to remove some red tape and cost from this process in time for the next term of Council.

Suggestions were provided that Agricultural Line Fences process be retained and discontinued for non-agricultural. Costs should be charged up front for both the original application and an appeal. If both lots are designated in the Official Plan as agricultural then Line Fences Act would apply.

Moved by T. Webster and seconded by R. Bonis to receive the presentation and that the Board requests a 'Made-in-Kawartha Lakes' approach based on the System 2 model with fees up front and to be increased to current costs, to be prepared by the Clerk's Office and presented to a future ADAB meeting. Carried.

The Municipal Act permits a municipality to select between the following options for fence cost-sharing disputes:

 Continue using the provisions of the Line Fences Act, 1990 (status quo)

- Adopting a Fence Cost Sharing By-law specific to Kawartha Lakes (an option recently adopted by the Municipality of Clarington, City of Pickering)
- A hybrid-model utilizing the Line Fences Act for some disputes, and a Fence Cost Sharing By-law for other disputes (based on the location of the properties, an option recently adopted by the Town of Milton, City of Hamilton)
- Removing all application of the Line Fences Act completely

The Municipal Act states in Section 98(1):

Non-application of Act

98 (1) A local municipality may provide that the Line Fences Act does not apply to all or any part of the municipality. 2001, c. 25, s. 98 (1).

Exclusion

(2) Despite a by-law passed under subsection (1), section 20 of the Lines Fences Act continues to apply throughout the municipality. 2001, c. 25, s. 98 (2).

The Line Fences Act

The Line Fences Act, referenced in the Municipal Act, is the first and default regulatory process to settle a dispute or disagreement between neighbours regarding the construction, reconstruction or repair of a line fence (that is a fence built directly on the property line between two or more properties). The Act requires a municipality to appoint at least three (3) Fence Viewers and to fix their remuneration. These persons are paid on the basis of the visits and work they undertake, and are not generally permanent, full time employees.

It also authorizes a municipality to restrict the attendance or re-attendance of the Fence-Viewers during the winter months which has been done in this municipality for several years. Further, it provides several administrative instructions for the Municipal Clerk to undertake to assist with the processing of the request.

Where two neighbours dispute the sharing of the cost of a line fence, three fence viewers may be called out by the Clerk's Office to attend and view the situation and consult with both disputing parties. This site visit is called a Fence Viewing. The Fence Viewers are empowered to make rulings (an award) as to:

- the style and type of fence which will be constructed
- who will construct the fence and who selects a contractor
- who pays who for the construction of the fence
- who is responsible for future maintenance of the fence

- the percentage payable by each of the parties for the fence
- the percentage payable by each of the parties for the administration fees

There are provisions in the Act for appealing and for enforcing the Fence Viewers' awards. Ultimately, upon the failure of one party to pay the other (or a fence contractor), the municipality pays the party who is not in default, and places the sum onto the tax roll for the party who has defaulted.

Regarding boundary disputes, the municipality and the Fence Viewers have no jurisdiction. If either party advises the Clerk's Office or the Fence Viewers that a property line is in dispute, it is recommended that the disputing parties obtain a survey at their own cost, and have the property line staked. If the property line is agreed upon, a Fence Viewing may commence. If the property line remains in dispute, a judge is the relevant authority to adjudicate the dispute.

The original direction to the Clerk's Office to use the Line Fences Act was given in 2002, when two reports (CAO2002-35 and CAO2002-42) were drafted which recommended that council utilize powers bestowed upon them by section 98 (1) of the *Municipal Act* to exempt the City from the *Line Fences Act*. It was recognized that, under the Line Fences Act, where municipal property abuts private property, the City could be required to pay a portion of the cost of line fence and such a requirement could be a significant cost to the City.

Fence Cost Sharing By-laws

While never enacted in the history of the City of Kawartha Lakes, Fence Cost Sharing By-laws are very common in other municipalities (particularly in Durham Region). The basic premise is that disputing neighbours can divide costs associated to erecting or repairing a property line fence, without the involvement of the municipality. A Fence Cost Sharing By-law could include and define for residents:

- the basic costs that adjoining property owners are responsible for in relation to a new line fence
- what process to follow, under the Provincial Offences Act, when an adjoining owner defaults on payment
- the repair and reconstruction requirements of existing line fences

Fence Cost Sharing By-laws can be designed to encourage property owners to settle disputes informally, without involving the use of the courts. Highlights of a proposed Cost Sharing By-law might include:

- that an owner may construct a line fence to mark the boundary between his property and adjoining properties
- definitions of what a 'basic fence' is (Chain-link in residential, page-wire in agricultural/rural settings)

- that unless otherwise agreed, an adjoining owner shall be responsible for 50 percent of the basic cost of construction or the actual cost of reconstructing a line fence
- should one property owner want a higher standard of fence other than a basic fence, that property owner is 100% responsible for the additional costs
- that outside an informal dispute an owner seeking to share the cost of
 constructing a new line fence, or reconstruction of a line fence must serve
 upon the adjoining owner a notice that includes, a copy of the cost sharing
 by-law; the date the work is planned to commence; copies of 3 estimates
 received for the cost of the proposed fence; an estimate of the basic cost
 of the proposed fence; and a request for payment from the adjoining
 owner calculated in accordance with this by-law
- that notice must be served at least fourteen days prior to the commencement of any work or execution of any contract in relation to the work to be undertaken

Rationale:

The Line Fences Act exists because it provides a framework to settle disputes amongst neighbours over the erection of a boundary fence. However, the framework it provides is costly to the city, and depending on the volume of inquiries can be burdensome to Clerk's Office staff with 4-5 hours of dedicated staff time required.

Under the Act, the City Clerk's Office has the following responsibilities:

- To encourage property owners to settle their dispute informally
- To ensure prescribed forms are fully filled out (including Form 1 to start the process)
- To provide copies of all relevant materials to the parties
- To schedule the viewing between the 2 disputing parties and 3 Fence Viewers
- To ensure the attendance of the Fence Viewers
- To set out formal notice of the Fence Viewing
- To meet with the Fence Viewers following the Fence Viewing and provide administrative support to prepare an award
- To ensure that the Fence Viewers are paid
- To send out all required notices via registered mail within the prescribed timelines
- To make appeal, re-attendance, and enforcement arrangements if required

Report CLK2015-018 recommended increasing the Line Fence Administration fees to keep in line with the rising prices of the significant registered postage required by the Act. The recommendation was not adopted at that time.

In agricultural areas, where fences are large, expensive, and of considerable significance to the property owner, the Line Fences Act can be a reasonable framework to resolve disputes as significant sums of money are at stake. The administration costs of a Line Fence Dispute are often worth it to the neighbours to settle a longstanding dispute. The City Clerk's Office acknowledges, that the majority of disputes over agricultural line fence cost sharing is due to the following reasons:

- Livestock pasturing beside cash-cropping or environmental features (forest, wetlands, etc.)
- Newer hobby-farms implementing fencing beside cash-cropping, or rural severed lots
- Neighbours with a significant history of dispute

However, as acknowledged by this municipality (and many others) the significant amount of administration required by the City in disputes over fences in urban or waterfront areas that are minimal and are unreasonable relative to the process of constructing the fence itself. The administration costs are often not worth the burden for many residential property owners, who often will come to an amicable agreement with their neighbours to settle costs for who will pay what for property line fences. The City Clerk's Office acknowledges, that the majority of disputes over urban and waterfront line fence cost sharing is due to the following reasons:

- Containment of pets, and protection of children
- Remediation of negative sightlines (where one neighbour has a higher standard for yard maintenance)
- Privacy
- Protection of property from short-term rental usage
- Neighbours with a significant history of dispute

The Line Fences Act can be used in either a frivolous or vexatious manner against a neighbour to force them to pay for a portion of a fence that may or may not benefit them. The City has no option under the Act to forego implementing the significant number of hours of work required by the Act to enact a Line Fence dispute that arises from a frivolous or vexatious motive. It is recommended to propose an alternative for neighbours with a history of dispute (especially in urban or waterfront areas), that would reduce the required amount of administration for the City Clerk's Office.

One proposed solution could maintain the Line Fences Act in agricultural and rural areas of the City, where fence construction is a large endeavor and a formal adjudication process is necessary to attain a fair outcome. In other residential and urban areas however, the proposed alternative would establish a conflict resolution process (a line fence cost sharing by-law) that assumes a 50-50 responsibility by both property owners, that if required, can be enforced in a small

claims court. A draft by-law attached as Appendix A provides the framework for how this solution could be regulated.

Alternatives Considered:

Option 1

The first option (recommended and endorsed by the Agricultural Development Advisory Committee) would consist of adopting a Line Fence Cost Sharing Bylaw distinguishing between residential/urban land and agricultural land. It would retain the *Line Fences Act* for disputes in the agricultural and rural areas, but have a separate Cost Sharing procedure applicable to Urban, Hamlet and Waterfront properties. Property owners using a Cost Sharing By-law would not involve the City and would delegate the responsibility of conflict resolution to the neighbors themselves. Staff notes the following:

- a. The benefits of this system would reduce the bureaucracy imposed on the City by the Act. Fences in residential areas are smaller, less expensive, and typically, when a Line Fence viewing is pursued in these areas, it is out of frivolous or vexatious motive.
- b. This proposal would retain the adjudication of the Fence Viewers within the parameters of the *Line Fences Act* for the agricultural and rural lands, where fence disputes are much more significant, both in terms of expense and maintenance.
- c. The downside of this option might be that the uniform applicability of the cost sharing by-law might disadvantage some parties more than others. However, property owners may have been more willing to involve a City adjudication process, than to initiate a legal proceeding on their own.
- d. This option has been endorsed by the Agricultural Development Advisory Committee
- e. This system, or slight variations of it, is used by Milton, Hamilton, Loyalist Township, Lambton Shores.
- f. Appendix A attached provides a Draft By-law that is recommended for adoption by Council

Proposed Resolution for Option 1:

That Report CLK2019-004, Line Fences Act Review, be received;

That a by-law, attached as Appendix A to this report, affirming that the Line Fences Act, 1990, does not apply to any property in the City of Kawartha Lakes (with the exception of agricultural and rural properties) and establishing a procedure for equal line fence cost sharing of a basic fence, be forwarded to Council for adoption;

That the administration fee for Line Fences Act proceedings be raised to \$250.00 at the next amendment to the Consolidated Fees by-law.

That this recommendation be brought forward to Council for consideration at the next Regular Council meeting.

Option 2

The second option is to adopt a Line Fence Cost Sharing By-law establishing a procedure that property owners may utilize for all new line fences (or reconstructions or maintenance) in Kawartha Lakes. The premise assumes that both property owners will pay 50% of the costs associated for the construction of a basic new line fence, or the reconstruction of an existing line fence.

- a. It is worth noting that the municipalities which adopted this approach are mostly urban, however some municipalities with significant rural areas have adopted a blanket Cost Sharing By-law. This can be remedied by identifying two types of a 'basic cost' for a fence (Chain-link for urban residential, and page-wire for rural agricultural)
- This option completely removes the City's administration burden with these matters, and would reduce operating budget expenditures
- c. It would eliminate the requirement for the appointment of Fence Viewers
- d. This system, or slight variants of it, is in use by Clarington, Oshawa, Whitby and Pickering.

Proposed Resolution for Option 2:

That Report CLK2019-004, Line Fences Act Review, be received;

That the Line Fences Act, 1990, does not apply to any property in the City of Kawartha Lakes; and

That a Line Fence Cost Sharing By-law establishing a procedure for equal line fence cost sharing of the costs of a basic fence for all Kawartha Lakes properties be presented to Council for approval.

Option 3

A third option would be to continue with the status quo default use of the Line Fences Act. Continuing the use of the Act would

- a. Provide a reasonable adjudication where a 50-50 split of the costs would not be appropriate
- b. Retain City administration that is not mandatory, including expenditures, and staff time

- Hold the City to responding to Line Fence requests involving municipal property
- d. The City could retain this option, but it is recommended to increase fees to stay in line with rising postage fees, and administration costs. Increased fees in line with actual costs incurred by the City may discourage frivolous and vexatious requests for Line Fence Viewings
- e. This is the default for all municipalities in Ontario that have not specified a by-law that would exempt themselves from the Line Fences Act

Proposed Resolution for Option 3:

That Report CLK2019-004, Line Fences Act Review, be received; and

That the administration fee for Line Fences Act proceedings be raised to \$250.00 at the next amendment to the Consolidated Fees by-law.

Option 4

A fourth option would be the absolute abolishment of municipal authority in line fence disputes. In this case, disputes over the erection or maintenance of property fences would in no way involve the City. Responsibility for resolving such disputes would be entirely delegated to the parties in disagreement.

- a. Eliminates all City administration requirements from the Line Fences Act
- b. Does not provide an alternative for property owners to assist with cost sharing for line fences
- c. This system is used by Caledon

Proposed Resolution for Option 4:

That Report CLK2019-004, Line Fences Act Review, be received;

That the Line Fences Act, 1990, does not apply to any property in the City of Kawartha Lakes; and

That a by-law exempting all properties in the City of Kawartha Lakes from the Line Fences Act, 1990, be presented to Council for adoption.

Financial/Operation Impacts:

Should the City pursue a Cost Sharing By-law, the financial impact to the City would be negligible. The City Solicitor confirmed there would be no impact to any court filings with the City's Provincial Offences division.

Should the City continue to keep the provisions of the Line Fences Act, for all, or for part of the City, it is recommended to increase current administration fees that are recovered by the disputing parties. The greatest significant cost to the City is the significant amount of registered postage required by the Act. No other provisions are permitted (to distribute notices by courier or regular post). Postage rates have increased significantly, yet no changes have been made for many years to the administration fees charged to the disputing parties. Itemized listing of Registered Postage expenses to the City are available with the Clerk's Office. The Line Fence Viewing Fees are structured as follows:

Fee	Qty	Unit Cost	Cost to City	Recoverable from parties?	Actual Cost
Fence Viewer Remuneration	3	\$70.00	\$210.00	Yes	\$0.00
Fence Viewer Mileage	3	\$40.00 (avg)	\$120.00 (avg)	Yes	\$0.00
Registered Postage	8-30	\$11.00 (avg)	\$85.00 - \$315.00	With \$110 Admin Fee	\$25.00 – (\$205.00)
Staff time	4-5 hrs	\$40/hour	\$160.00 - 200.00	Part of Admin Fee	(\$160.00) – (\$200.00)
Totals:			\$575.00 - \$845.00		(\$135.00) – (\$405.00)

Fees collected over the last 4 years by the City due to the Line Fences Act proceedings and administration were as follows:

Year	Fees Collected	# of Fence Viewings	Shortfall at minimum cost (\$575.00)
2015	\$ 698.34	2	\$(451.66)
2016	\$ 1306.00	4	\$(994.00)
2017	\$ 1147.49	2	\$(2.51)
2018	\$ 942.50	3	\$(782.50)
Totals:	\$ 4094.33	11	\$(2,230.67)

Based off the fees and recoveries above, it would seem reasonable that the Administration fee should be raised to \$250.00 per Line Fence Viewing to recover all expenses, and the current minimum shortfall of \$135.00 of the \$110.00 administration fee. Increasing fees to a fiscally responsible level may also dissuade citizens from using the provisions of the Line Fences Act over frivolous and vexatious disputes.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

There is no direct relationship to the Strategic plan. If passed, however, it would unencumber the City from the most frivolous of Line Fence enactments and thereby free its staff to better serve the citizens of the City of the Kawartha Lakes.

Consultations:

City Clerk
City Solicitor
Manager of Planning and Supervisor of Policy Planning
Manager of Municipal Law Enforcement

Attachments:



Appendix A – Draft Cost Sharing By-law

Department Head E-Mail: rtaylor@kawarthalakes.ca

Department Head: Ron Taylor, CAO

"Appendix A"

The Corporation of the City of Kawartha Lakes

By-Law 201_-___

A By-law to Regulate Cost Sharing Measures for Fences on Property Lines in the City of Kawartha Lakes

Recitals

- 1. The Line Fences Act, 1990 establishes a dispute mechanism process for property owners erecting or reconstructing a fence built on a property line
- 2. Section 98(1) of the Municipal Act, 2001 permits a municipality to specify where and how the Line Fences Act apply within its boundaries
- Council deems it appropriate to enact a by-law to apportion the costs of fences built on property lines

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2019-___.

Section 1.00: Definitions and Interpretation

1.01 **Definitions**: In this by-law,

"Actual Cost" means the total cost of the construction, reconstruction, maintenance or repair of a line fence, and includes the value of the material used and the value of the labour performed to complete the work;

"Adjoining Owner" means the person(s) who owns land adjoining the land on which another land owner desires to build a line fence;

"Basic Cost" means the cost of installing, constructing or reconstructing a 1.2 metre (4 ft.) chain link fence which:

- has a diamond mesh not greater than 50 mm (2 inches);
- is constructed of galvanized steel wire not less than 9 gauge or steel wire covered with vinyl forming a total thickness equivalent to 9 gauge galvanized wire;
- is supported by at least 48 mm (1.88 inch) diameter galvanized steel posts encased in a minimum of 50 mm (2 inches) of concrete from grade to a minimum of 1 metre (39 inches) below grade such posts to be spaced not more than 3 metres (I0 feet) apart; and
- top and bottom horizontal rails of 35 mm (1.37 inches) minimum galvanized steel except that a minimum 9 gauge galvanized steel wire may be substituted for the bottom horizontal steel rail.

- "City", "City of Kawartha Lakes" or "Kawartha Lakes" means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;
- "City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;
- "Council" or "City Council" means the municipal council for the City;
- "Fees By-Law" means the City of Kawartha Lakes Fees By-Law, as amended, or any subsequent by-law known as the Consolidated Fees By-Law;
- "Fence Regulation By-law" means By-law 2017-216, being 'A by-law to Regulate Fences in the City of Kawartha Lakes' and its successor by-laws;
- "Grade" means the average elevation of the finished surface of the ground beneath the fence;
- "Line Fence" means a fence marking the boundary between adjoining parcels of land and located on the actual property line;
- "Owner" means the registered owner of the land and includes the person managing or receiving the rent for the land or premises, and the person who wishes to erect the fence;
- 1.02 Interpretation Rules: The words "include" and "including" are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.
- 1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.
- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Fencing Regulations

- 2.01 Every person who intends to erect a fence shall satisfy himself/herself as to the location of all property lines prior to fence construction. Any surveying costs incurred to establish such lot lines shall be borne by the owner.
- 2.02 All fencing, including fence height and location, shall comply with the provisions of the Fence Regulation By-law.

Section 3.00 Apportionment of Cost for Line Fences

- 3.01 The apportionment of costs for the construction of a line fence must be considered by the owners of adjoining lands prior to the construction of the line fence.
- 3.02 An owner of land may construct and maintain a line fence.
- 3.03 Where owners of adjoining lands are in agreement or are able to reach agreement on the details of construction, repair or replacement of a line fence, each of them shall construct, repair, replace or maintain a reasonable proportion of the line fence, or shall bear a reasonable and just proportion of the cost of any work required to do so, in accordance with the agreement reached between the owners, regardless of any provision to the contrary in this By-law.
- 3.04 Where the owners of adjoining lands cannot agree or reach an agreement as referred to in section 3.03 of this By-law, on the details of construction, repair or replacement of a line fence, an adjoining owner desiring to construct, reconstruct or repair a line fence may do so subject to complying with the following requirements:
 - the owner must serve the adjoining owner(s) with a notice of intent to construct, repair or replace the line fence, by registered mail:
 - 2. the notice of intent must contain the following information:
 - a. the owner must provide the adjoining owner with three (3) written quotes for the actual or basic cost for the fencing work to be undertaken;
 - the construction, repair or replacement of the line fence located at (address) will commence after fourteen (14) days of the mailing of this notice of intent and the owner may seek payment of a contribution for the construction of the line fence from the adjoining owner(s) in accordance with the formula set out in section 3.05 of this by-law;
 - c. the adjoining owner may obtain additional quotes to be presented not later than ten (10) business days from the date on the notice of intent, sent by registered mail.
 - 3. a copy of this by-law must be attached to the notice of intent to construct.
- 3.05 The cost of construction of a line fence shall be assigned as follows:
 - 1. the adjoining owner shall pay fifty percent (50%) of the basic cost or fifty percent (50%) of the actual cost, whichever is the lesser quote submitted; and
 - 2. the owner shall pay the balance of the actual cost.
- 3.06 The cost of reconstruction or maintenance of a line fence shall be borne equally by the owner and the adjoining owner.

- 3.07 The cost of repairs to a line fence shall be borne by the owner if he/she caused the damage necessitating the repair. The cost of repairs to a line fence shall be borne by the adjoining owner if he/she caused the damage necessitating the repair. Subject to section 3.07 of this By-law, the cost of repairs to a line fence shall be borne equally by the owner and the adjoining owner if the damage necessitating the repair was caused by a natural disaster.
- 3.08 If a tree is thrown down by accident or otherwise so as to cause damage to a line fence, the owner of the land on which the tree stood shall at his/her sole expense forthwith remove the tree and repair the fence.
- 3.09 The cost sharing provisions of this By-law shall only apply prior to the commencement of any work and cannot be used retroactively for previously completed work.
- 3.10 Unless specifically agreed to by both parties, only new material shall be used in the construction or reconstruction of a line fence.

Section 4.00 Application of Line Fences Act

- 4.01 The provisions of this by-law shall apply to all properties in Kawartha Lakes within the defined 'Urban Settlement Area' as designated by the City of Kawartha Lakes Official Plan being:
 - Bobcaygeon
 - Fenelon Falls
 - Lindsay
 - Omemee
 - Woodville
- 4.02 The provisions of this by-law shall also apply to all properties in Kawartha Lakes within a 'Development Plan Area' or 'Hamlet Settlement Area' or 'Waterfront' designation areas as defined by the City of Kawartha Lakes Official Plan.
- 4.03 The provisions of the Line Fences Act, 1990, as amended, shall apply to all other properties in Kawartha Lakes not identified in section 4.01 and 4.02.
- 4.04 The provisions of the Line Fences Act, 1990, as amended, shall not apply to the properties in Kawartha Lakes identified in section 4.01 and 4.02.
- 4.05 Where a property as described in Section 4.01 and 4.02 abuts a property outside of that description, the Line Fences Act shall be applied to apportion the cost of a line fence on the mutual lot line(s).

4.06 Fees and scheduling for Line Fences Act administration shall be in accordance with the By-law to Set Line Fences Administration Fee for the City of Kawartha Lakes and the Fees By-law.

Section 5.00: Enforcement and Application

- 5.01 Where an owner or adjoining owner is in default of his/her obligations under this By-law, the person desiring to enforce the provisions of this By-law shall, within ninety (90) days after the completion of the construction of the line fence, serve or cause to be served on the defaulting person a notice by registered mail requiring compliance with this By-law, and if such compliance does not take place within thirty (30) days after service of the notice, the person serving the notice may make appropriate proceedings under the Provincial Offences Act to recover the proportionate share of the cost of the work from the defaulting person.
- 5.02 This By-law does not apply to any lands that constitute a public highway, including lands abutting a public highway that are held as a reserve by a municipality or other public authority, or to lands that are being held by a municipality or other public authority as an unopened road allowance or for future public highway purposes.
- 5.03 This By-law does not apply to noise barriers located on public lands.
- 5.04 This By-law does not apply to fences erected under By-law 2005-314, as amended, known as the By-law Respecting Swimming Pools and Swimming Pool Fences.
- 5.05 This by-law does not apply to an owner wishing to upgrade an existing line fence that is in a state of good repair, meaning:
 - the fence is complete and in a structurally sound condition, plumb and securely anchored;
 - the fence is protected by weather resistant materials;
 - fence components are not broken, rusted, rotten or in a hazardous condition;
 - all stained or painted fences are maintained free of peeling and discolouration; and
 - that the fence does not present an unsightly appearance deleterious to abutting land or to the neighbourhood.
- 5.05 The provisions of this By-law shall not supersede any fencing restrictions or conditions as set out in a Site Plan, Subdivision or Development Agreement.

Section 6.00: **Administration and Effective Date**

- Administration of the By-law: The City Clerk is responsible for the 6.01 administration of this by-law.
- Effective Date: This By-law shall come into force on the date it is finally 6.02 passed.

By-law read a first, second and third time, and finally passed, this ____ day of ____, 201_.

Andy Letham, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes Committee of the Whole Report

Report Number RS2019-019

Date: April 9, 2019 **Time:** 1:00 p.m.

Place: Council Chambers

Ward Community Identifier: 8

Title: Propose Surplus Land Declaration and Sale of City-Owned

Property - 1449 Highway 7A, Bethany, City of Kawartha

Lakes ("Old" Bethany Fire Hall)

Author and Title: Christine Oliver, Law Clerk – Realty Services

Recommendations:

That Report RS2019-19, Proposed Surplus Declaration, Closure and Sale of Shoreline Road Allowance adjacent to 1449 Highway 7A, Bethany ("Old Bethany Fire Hall"), be received;

That a portion of the City-owned property municipally known as 1449 Highway 7A, Bethany and legally described as Part of Lot 23, Concession 8, Part of Lot 6 on Plan 6, Manvers, in the Geographic Township of Manvers, City of Kawartha Lakes, be declared surplus to municipal needs;

That the subject property be prepared and marketed for sale to the general public in accordance with City of Kawartha Lakes By-Law 2018-020, as amended, and any policies in effect as of the date of sale, and sold for no less than the appraised value plus any and all costs associated with the transaction;

That a by-law (with any amendments deemed necessary) to authorize its disposition shall be passed if appropriate;

That the Manager of Realty Services be permitted to fully execute all surplus municipal land listing documentation and any documentation associated with the receipt of an offer to purchase surplus municipal land for the full appraised value plus any and all costs associated with the transaction;

That all costs associated with investigating, preparing or marketing the property be financed from the Property Development Reserve;

Department Head:	
Financial/Legal/HR/Other:	
Chief Administrative Officer:	

That the Mayor and Clerk be authorized to execute all legal closing documents required for the sale of the subject property; and

That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.

Background:

The subject property has been vacant for approximately two months and was previously occupied by the Fire Department. Accordingly, the potential for surplus and sale, or alternatively continued City use, was reviewed by the Land Management Committee at their meeting held on February 11, 2019.

The Land Management Committee was supportive of the subject property being advanced to Council for consideration as surplus land and sale on the open market. Circulation to the Paramedic Chief has concluded this location is unable to accommodate their needs.

Public Notice advertising the potential surplus declaration and sale of the subject property was completed by newspaper circulation in the Kawartha Lakes This Week on the 14th, 21st and 28th days of March and circulation in the Peterborough This Week on the 15th, 22nd and 29th day of March, 2019. Due to the fact that Council, by resolution dated March 26, changed the schedule of Committee of the Whole dates, the first week of newspaper advertising indicated incorrectly that the matter would be heard at Committee of the Whole on April 16. Subsequent advertising provided a notice that the April 16 date may be amended by Council on March 26.

In addition to newspaper advertising, a "Potential Surplus Property" sign was present on the building on March 22, 2019 to April 9, 2019 and notice was posted on the City of Kawartha Lakes website for the duration of the three week newspaper advertising period.

- Appendix A is a map showing the general area of the subject property
- Appendix B is an aerial photo of the subject property
- Appendix C is the registered plan 57R-9585 outlining the easement in favour of the Ministry of Transportation
- Appendix D is the Parcel Registrar for PIN 63265-0338

The purpose of this report is to recommend that the subject property be declared surplus to municipal needs and that approval be given, in principle, for disposition in accordance with City of Kawartha Lakes By-Law 2018-020, as amended.

Responsibility for the property has been transferred to the City's Building and Property Division for Interim Management, pending disposal.

Rationale:

Initial Records and Registry searches have been conducted and there are no restrictions noted on title that would prevent the City from selling the subject property. An easement in favour of Bell Telephone Company of Canada is present but Bell has agreed to release their interest. An easement in favour of Ministry of Transportation for drainage purposes over the portion of the property to the west of the watercourse will need to remain.

A building is present on the subject property. The property is zoned "community facility", accordingly, a purchaser will likely be required to rezone the property.

The subject parcel was transferred to the Corporation of the Township of Manvers in the County of Victoria from Charles Frederick Weatherilt, Earl James Weatherilt and Ruby Wealtherilt for the purpose of park purposes.

As of March 26, 2016, Realty Services has not received comments from members of the public regarding the potential surplus declaration and sale of this property.

Other Alternatives Considered:

Council may decide not to sell the subject property and derive no financial benefit whatsoever. That would be inconsistent with past practice and is not recommended in this circumstance.

Financial/Operation Impacts:

In keeping with past practice, we are requesting that all costs associated with investigating and preparing the subject property for sale, including but not limited to registry search costs, survey fees, appraisal fees, real estate listing fees, real estate commission, and legal fees, be funded by the Property Development Reserve. The designated substance survey will be expensed to of a Building and Property Operating Budget line. The net proceeds of the sale of this property will be transferred to the Property Development Reserve.

From a financial perspective: The Operating Budget line of Fire Department will continue to be expensed for operating costs, due to the in-year vacancy. This business unit will be transferred over to a budget line item within the Building and Property Department for the 2020 Operating Budget if the building remains vacant past the end of the year. From an operational perspective: The Building and Property Department will administer the building.

The consideration paid for the subject property shall be no less than the current appraised value, plus all costs associated with the transaction.

The successful sale of the subject property will result in net proceeds to the City which will be credited to the Sale of Land Revenue Account and then transferred to the Property Development Reserve currently at \$706,548.59.

Relationship of Recommendations to the 2016-2019 Strategic Plan:

This report aligns with the strategic goal of a "vibrant and growing economy" and the strategic enabler of "efficient asset management".

Consultations:

Land Management Committee (including Directors of Community Services, Public Works and Engineering)
Fire Chief
Manager of Building and Property
Treasurer

Attachments:

Appendix A – General Location Map



Appendix A-Location map.pdf

Appendix B - Aerial Photo



Appendix B-Aerial.pdf

Appendix C – Survey 57R-9585



Appendix C-57R9585.pdf

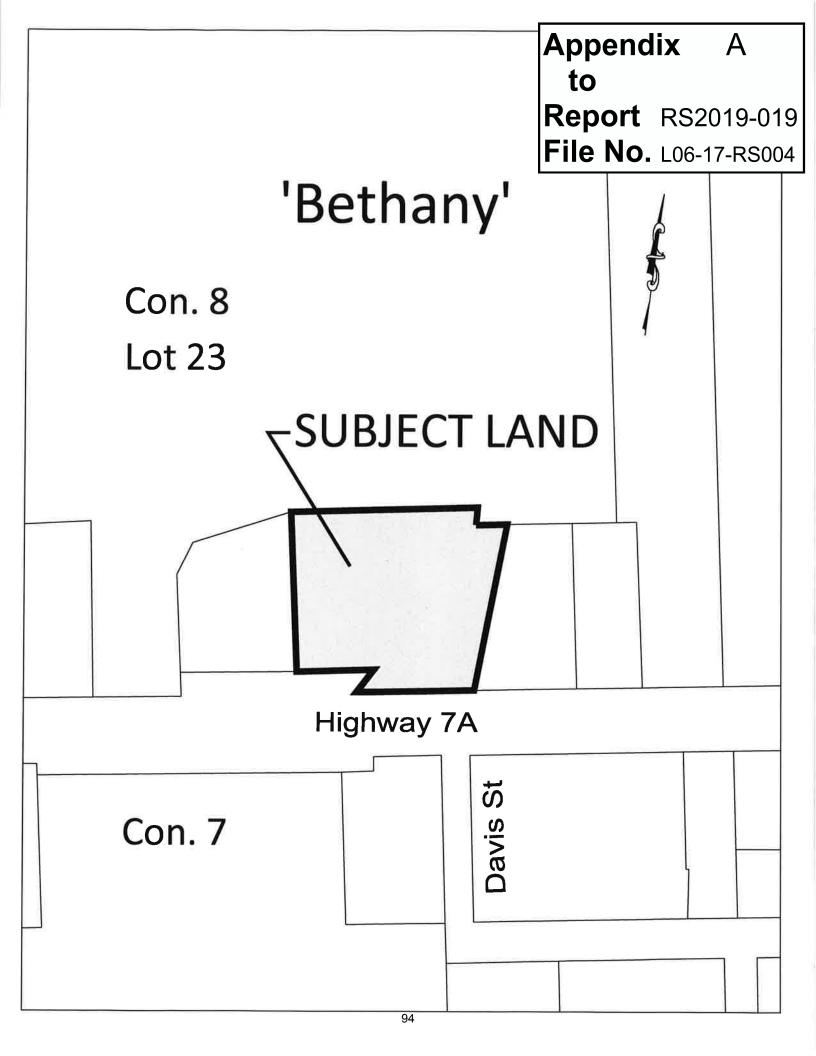
Appendix D – Parcel Register



Appendix D-Parcel Register - 63265-0338

Department Head E-Mail: rcarlson@kawarthalakes.ca

Department Head: Robyn Carlson Department File: L06-19-RS004





Bethany Firehall - 1449 Highway 7A

Appendix to **Report** RS2019-019



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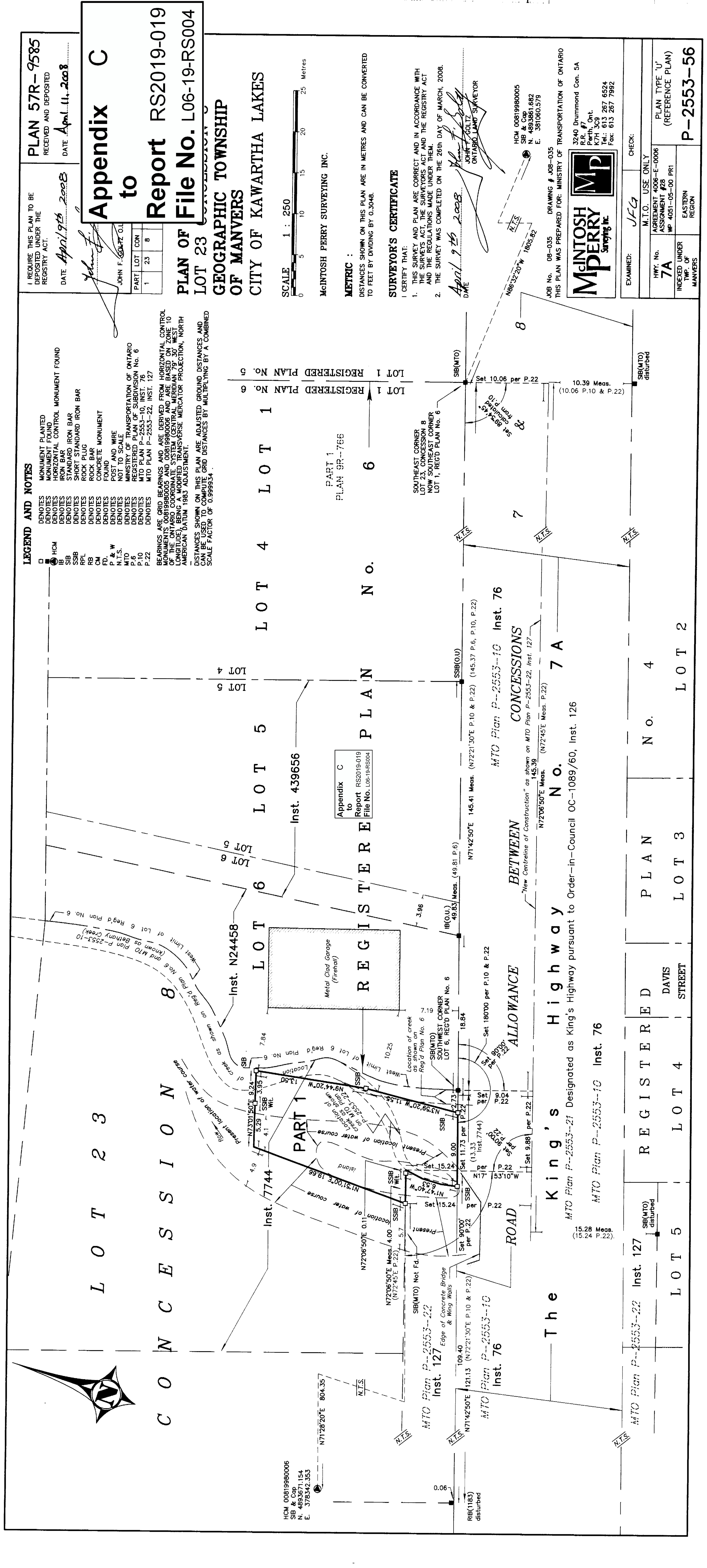
Kilometers

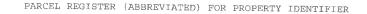
WGS_1984_Web_Mercator_Auxiliary_Sphere © City Of Kawartha Lakes

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION

Enter your notes here..

Notes





Ontario ServiceOntario

LAND
REGISTRY
OFFICE #57

OFFICE #57

* CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *

PAGE 1 OF 2
PREPARED FOR NWhaley1
ON 2016/06/28 AT 14:53:20

Appendix D
to
Report RS2019-019
File No. L06-19-RS004

PROPERTY DESCRIPTION:

PT LT 6 PL 6 MANVERS; PT LT 23 CON 8 MANVERS AS IN MVD7744, MVD24458; S/T MVD17534; S/T EASEMENT OVER PT LT 23 CON 8 MANVERS DESIGNATED PART 1 PL 57R9585 IN FAVOUR OF PIN 63265-0137, AS IN KL24885; KAWARTHA LAKES.

PROPERTY REMARKS:

ESTATE/OUALIFIER:

FEE SIMPLE

LT CONVERSION QUALIFIED

RECENTLY:

CAPACITY SHARE

FIRST CONVERSION FROM BOOK

PIN CREATION DATE:

2008/06/23

OWNERS' NAMES

THE CORPORATION OF THE CITY OF KAWARTHA LAKES

DEG ME						
REG. NUM.	DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT/ CHKD
** PRINTOUT	INCLUDES A	L DOCUMENT TYPES AND	DELETED INSTRUME	TS SINCE: 2008/06/20 **		
**SUBJECT,	ON FIRST REG	ISTRATION UNDER THE	LAND TITLES ACT,	0:		
**	SUBSECTION 3	4(1) OF THE LAND TI	TLES ACT, EXCEPT P.	ARAGRAPH 11, PARAGRAPH 14, PROVINCIAL SUCCESSION DUTIES *		
**	AND ESCHEATS	OR FORFEITURE TO T	HE CROWN.			
**	THE RIGHTS	F ANY PERSON WHO WO	ULD, BUT FOR THE L	AND TITLES ACT, BE ENTITLED TO THE LAND OR ANY PART OF		
**	IT THROUGH 1	ENGTH OF ADVERSE POS	SSESSION, PRESCRIPT	TION, MISDESCRIPTION OR BOUNDARIES SETTLED BY		
**	CONVENTION.					
**	ANY LEASE TO	WHICH THE SUBSECTION	ON 70(2) OF THE REC	EISTRY ACT APPLIES.		
**DATE OF C	ONVERSION TO	LAND TITLES: 2008/0	6/23 **			
PL6M	1867/12/13	PLAN SUBDIVISION				C
MVD7744	1960/10/24	TRANSFER	\$60		THE CORPORATION OF THE TOWNSHIP OF MANVERS	
MVD17534	1966/11/29	TRANSFER EASEMENT				С
MVD24458	1969/07/31	TRANSPED	20		THE BELL TELEPHONE COMPANY OF CANADA	С
			\$2		THE CORPORATION OF THE TOWNSHIP OF MANVERS	С
	2006/06/23 ARKS: MVD175	NOTICE OF CLAIM				С
57R9585	2008/04/11	PLAN REFERENCE				
						C
KL24312	2009/05/11	APL CH NAME OWNER		THE CORPORATION OF THE TOWNSHIP OF MANVERS	THE CORPORATION OF THE CITY OF KAWARTHA LAKES	С

NOTE: ADJOINING PROPERTIES SHOULD BE INVESTIGATED TO ASCERTAIN DESCRIPTIVE INCONSISTENCIES, IF ANY, WITH DESCRIPTION REPRESENTED FOR THIS PROPERTY. NOTE: ENSURE THAT YOUR PRINTOUT STATES THE TOTAL NUMBER OF PAGES AND THAT YOU HAVE 85-CKED THEM ALL UP.



LAND
REGISTRY
OFFICE #57

63265-0338 (LT)

PAGE 2 OF 2
PREPARED FOR NWhaley1
ON 2016/06/28 AT 14:53:20

* CERTIFIED IN ACCORDANCE WITH THE LAND TITLES ACT * SUBJECT TO RESERVATIONS IN CROWN GRANT *

REG. NU	M. DATE	INSTRUMENT TYPE	AMOUNT	PARTIES FROM	PARTIES TO	CERT, CHKD
	REMARKS: BY	OI THE TOTAL TOTAL	ZE THE COMPLETION O	THE CORPORATION OF THE CITY OF KAWARTHA LAKES F AN EASEMENT IN FAVOUR OFHER MAJESTY THE QUEEN IN RIGHT FOR THI WATER MANAGEMENT POND OVER LAND LEGALLY DESCRIBED AS PART OF LI	B PROVINCE OF ONTARIO, REPRESENTED 23CON 8 MANVERS DES IGNATED	С
KL24885	2009/06,	01 TRANSFER EASEMENT	\$1		HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF ONTARIO, REPRESENTED BY THE MINISTER OF TRANSPORTATION FOR THE PROVINCE OF ONTARIO	C

The Corporation of the City of Kawartha Lakes Committee of the Whole Report

	Report Number CS2019-006									
Date: Time: Place:	April 9, 1:00 p.r Council									
Ward Cor	nmunity	/ Identifier: All								
Title:		Frank Hill Road Public Water Access								
Description	on:	Public request to have property recognized as official boat launch								
Author ar	nd Title:	Craig Shanks, Director of Community Services								
Recomn	nendat	ion(s):								
That Repo	ort CS20	19-006, Frank Hill Road Public Water Access, be received								
		I Road Public Water Access property remain as a water access ecognized as an official City Boat Launch, and;								
		endation be brought forward to Council for consideration at the ncil Meeting.								
Departme	ent Head	l <u>:</u>								
Financial	/Legal/H	IR/Other:								

Chief Administrative Officer:

Background:

At the January 22, 2019 City of Kawartha Lakes Committee of the Whole meeting and the subsequent February 5, 2019 City of Kawartha Lakes Council meeting the following resolution(s) was passed,

That the deputation of Nick Lasch, regarding the public water access at the south end of Chemong Lake on Frankhill Road, be received.

CW2019-003, CR2019-078

That the deputation of Mr. Lasch and the background information he provided be referred to staff for review; and

That staff examine the feasibility of and options to make the boat launch more accessible and recognized as a municipal boat launch with a report back in Q1 of 2019.

CW2019-004, CR2019-079

This report is brought forward in regard to that Council.

Rationale:

During his Committee of the Whole presentation Mr. Lasch expressed concern regarding the public water access at the south end of Chemong Lake on Frankhill Road. The area is part of the original road allowance that was planned for Frankhill Road and it now serves as an informal boat launch and water access. Mr. Lasch outlined that a portion of the area is now impeded by large stones which restrict the use of the area. Mr. Lasch requested that the area be recognized as an official municipal boat launch.

In 2014 Staff Report PRC2014-003 (Appendix A) outlined all of the city recognized municipal boat launches. This report included an inventory of City Boat Launches which was compiled in conjunction with the Lindsay Bass Masters. The property on Frank Hill Road is not listed within this inventory and is not an official boat launch, but rather a public water access. It has been used previously by the municipality for emergency water access (Fire, Police). It is recognized that the public does use it for small vessel launching which is permitted but it is not an official municipal boat launch site.

The 2014 Report indicates that boat launches are classified into 3 categories. All of these categories indicate some level of maintenance including waste receptacles, parking amenities, docking amenities, grass cutting, etc. The Frank Hill Road property has none of those amenities, and little to no opportunity to

provide such. Staff recognize that some of the recognized launches, specifically in Categorization C, do not have some of these amenities and the lack of them creates concerns. Some concerns are safety and liability in nature and relate to parking and vehicle traffic. As a result these sites are only categorized as official boat launches due to historical status and staff would not recommend them as such if the process were to begin today and thus the Frank Hill Road site is not being recommended for consideration as an official boat launch.

It should also be noted that the Frank Hill Road property services Chemong Lake. Much of this Lake, approximately 90%, is within Peterborough County and is already serviced by both public and private boat launches outside of the City of Kawartha Lakes. Much of the portion of Chemong Lake with the City of Kawartha Lakes is very limited from a navigable standpoint. The stones mentioned in Mr. Lasch's deputation have now been removed and any traffic measures in the specific area have now been relocated onto the neighbour's private property to quell their issues with traffic on their private property.

Other Alternatives Considered:

Council could chose to recognize this location as an official Boat Launch. This is not being recommended due to the concerns above. If Council chooses this action some additional workload and costs would be associated with it. This work and costs would pertain to placing waste receptacle on location and having it serviced as well as annual grading and surface treatment as required.

Financial/Operation Impacts:

There would be no costs with the recommended actions within this report. If Council chooses to opt to recognize the property as an official Boat Launch, some additional maintenance and costs would be required for future budgets.

Relationship of Recommendation(s) to the 2016-2019 Strategic Plan:

The recommendations within this Report contributes to the Council Adopted Strategic Plan. It can identify to more than one of the Goals, namely:

- Goal 2 An Exceptional Quality of Life
- Goal 3 A Healthy Environment

Link to Strategic Plan

http://links/corpdocs/Corporate/2016%20Strategic%20Plan%20-%20City%20of%20Kawartha%20Lakes.pdf?Web=1

Consultations:

City Staff (Parks, Recreation & Culture, Roads, Emergency Services) Mr. Lasch

Attachments:

Appendix A: Staff Report PRC2014-003



PRC2014-003 City Boat Launch Update.

Appendix B: Location Maps



Frank Hill Rd Location Maps.pdf

Department Head E-Mail: cshanks@kawarthalakes.ca

Department Head: Craig Shanks

The Corporation of the City of Kawartha Lakes

Council Report

Report Number PRC 2014-003

Date: February 11, 2014

Time: 2:00 p.m.

Place: Council Chambers

Ward Community Identifier: All

Subject: City

City Boat Launch Update

Author/Title: Craig Shanks

Signature:

Manager of Parks, Recreation & Culture/Acting Director of Community Services

Recommendation(s):

RESOLVED THAT Report PRC2014-003, **City Boat Launch Update**, be received; and,

THAT the proposed classification of City Boat Launches be used for guidance in the development of ongoing maintenance and capital improvement programs; and,

THAT staff prepare an Operational Plan through a Performance Improvement (Greenbelt) Initiative which will detail future Standard Operating Procedures including a potential User Fee Schedule for the City's Boat Launches; and

THAT staff propose a 5 year Boat Launch Improvement Plan for Council's consideration in the 2015 Budget process; and,

THAT Council endorse staff to negotiate a Pilot Project with a local organization for providing Management Services of a City Boat Launch.

Department Head:

Corporate Services Director / Other:

Chief Administrative Officer:

Background:

During the 2013 Capital Budget deliberation Council approved the following resolution.

RESOLVED THAT Project Number PR1315 - Boat Launch/Dock repair be increased in the 2013 capital budget to be funded from tax support to include the Bobcaygeon Beach Park Boat launch and other locations; AND THAT the motion be deferred until such time as staff provides Council with a report Boat Launches.

CR2012-1231

This report has been authored to address this resolution.

Rationale:

The City of Kawartha Lakes has forty-two (42) municipally owned properties which are currently used for water access/boat launching purposes. There are also numerous other City properties (waterfront land, un-opened Road Allowances) which are used for water access and are not officially recognized by the City as Boat Launces. Additionally there are more than twenty-five (25) non-municipal properties throughout the City which have been identified for use by the public for this same purpose.

Staff have completed a full inventory of these boat launch locations and their features attached as **Appendix A** to this report.

The following list summarizes an inventory of the bodies of water and the number of municipally owned water access points on them.

Body of Water	Access Points	Body of Water	Access Points
Balsam Lake	4	Cameron Lake	1
Pigeon Lake	3	Pigeon River	3
Lake Scugog	11	Scugog River	3
Lake Dalrymple	1	Head lake	1
Canal Lake	2	Mitchell Lake	1
Four Mile Lake	1	Burnt River	2
Sturgeon Lake	6	Shadow Lake	1
Gull River	1	Emily Creek	1

Most of these water access/boat launch properties are simply gravel road allowances leading to the water.

Previously (2008), and in partnership with the Lindsay Bass Masters, 70 city-wide launch sites, including all of the municipal properties were surveyed to determine any upgrades, enhancements or repairs required for the municipally owned launches. The Lindsay Bass Masters surveyed issues such as accessibility, road conditions, parking, signage, water depth, ramp and dock conditions. That survey was used to perform minimal upgrades to those sites as part of Capital Project PR0836.

Some of the launches are larger and better developed with parking facilities, cement ramps, and docks attached. Bobcaygeon Beach Park, Lindsay Rivera Park, Nayoro Park in Lindsay and Fenelon Falls Wharf are examples of these. Each of these sites also received capital upgrades in 2008 to improve the boat launches and amenities attached. Bobcaygeon Beach Park and Nayoro Park specifically have received further work from a hard-surface standpoint to improve the launch.

Staff are recommending a categorization of each site from a priority standpoint in regards to future upkeep. The information contained within Appendix A has been used to classify each launch, with Categorization level "A" being deemed to be the highest priority due to size, amenities available, etc. down to Categorization level "B" and "C" which would have less priority moving forward.

Categorization A	Categorization B	Categorization C		
Bobcaygeon Beach Park	McApline Park	Kinmount		
Fenelon Falls Wharf	Four Mile Lake	Carden – Osprey Lane		
Lindsay Rivera Park	Elliott Falls	King's Wharf		
Lindsay Nayoro Park	Government Dock Road	Cowan's Bay		
	Head Lake	Highview Estates		
	Centennial Park	Thurstonia		
	West Street Bobcaygeon	Emily Creek Road		
	Gordon Yacht Harbour	Balsam Lake Drive		
	Omemee Marina	Otter/Maple Drive		
	Canal Lake	Port Hoover		
	Scotch Line Road	Southview Estates		
	Coboconk	Robin Glade Park		
	Mitchell Lake	Mariposa Estates		
	Coulson Park	Pleasant Point		
	Sturgeon Lake Road	O'Reilly Lane		
		Sandbar Park		
		Swain Boat Launch		
		Oakdene		
		Bowen Road		
		Cottage Road		

Categorization A is in an urban setting, has daily garbage pick-up, receives L1 grass cutting service, has both a launch and multiple docking locations, good parking and a hard-base launch ramp.

Categorization B has weekly garbage pick-up, are L1 or L2 grass cutting service, has limited docking and parking amenities and mostly consists of gravel based launch ramps.

Categorization C has weekly garbage pick-up, are L1 or L2 grass cutting service, has limited docking and parking amenities and are gravel based launch ramps.

Appendix B shows a map of the location of each of these boat launch sites.

Currently fees are charged for launching in Bobcaygeon Beach Park and for overnight docking in Bobcaygeon Beach Park and in Old Mill Park and Rivera Park in Lindsay as per the City's Parks and recreation Fees and Charges Policy. Staff have considered introducing new fees based on the Categorization level but the collection of these fees is not feasible due to staff not being on-site on a regular basis at each location and therefore the Categorization levels are being used for maintenance and capital investment purposes only.

Staff will utilize these new Categorization levels to submit a 5-Year Capital Budget plan for City boat launches during the 2015 Budget process. A Green Belt Performance Improvement Project will be implemented in Q2 2014 to consider and create Standard Operating Procedures and Methods for our City wide Boat Launches. It will review items such as level of service, amenities, maintenance requirements, potential management partnerships and user fees. There currently are a few interested local parties/organizations which the City could partner with to manage and operate a boat launch on the City's behalf. This model will be investigated and if feasible a Management Agreement will be negotiated and reported back to Council.

Other Alternatives Considered:

N/A

Financial Considerations:

There are no financial implications for the City with the actions of this report. It is recommending potential future Capital Budget discussions take place as a result.

This report will allow the approved 2013 Capital projects to take place in Bobcaygeon Beach Park, West Street and Gordon Yacht Marina (hard surface repairs) as well as the major dock re-construction at McAlpine Park. Permits are in place for this work to take place in 2014.

As well, Council approved in the Non-PSAB portion of the Budget for 2014 further funding to go towards the repair/enhancement of City boat launches. These funds will correct issues at the Fenelon Falls launch site, Centennial Park and Sturgeon Lake Road while also allowing for gravel surface treatment (grading and new gravel) to a number of various sites across the City.

Relationship of Recommendation(s) To Strategic Priorities:

The recommendation of this Report is not directly linked to a specific strategic priority, but rather focusses on good government and timely response to infrastructure needs.

Review of Accessibility Implications of Any Development or Policy:

N/A.

Servicing Comments:

N/A

Consultations:

N/A

Attachments:

Appendix A: City Boat Launch Inventory Appendix B: Map of City Boat Launches

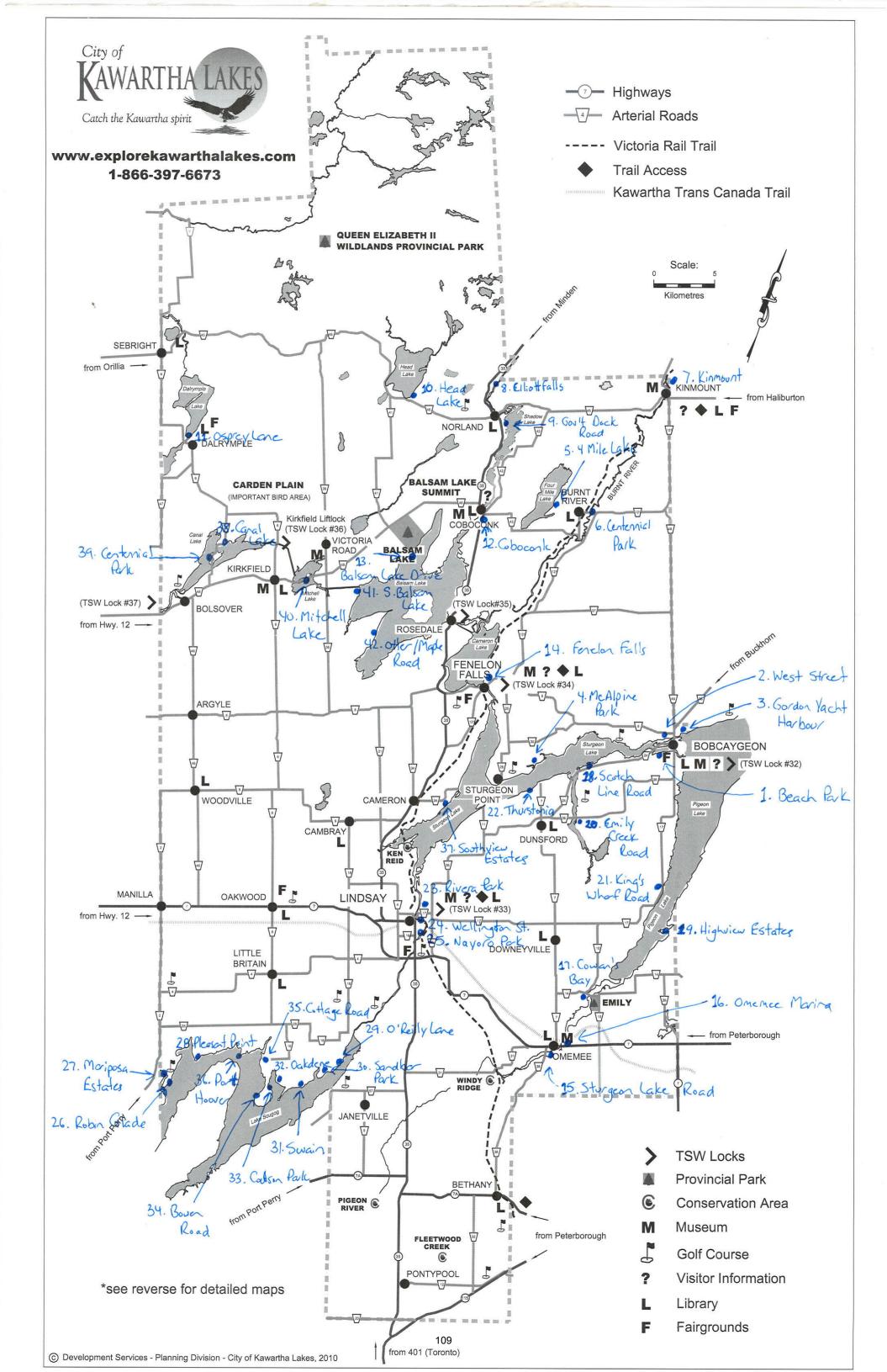
Phone: 705-324-9411 ext. 1304

E-Mail: cshanks@city.kawarthalakes.on.ca

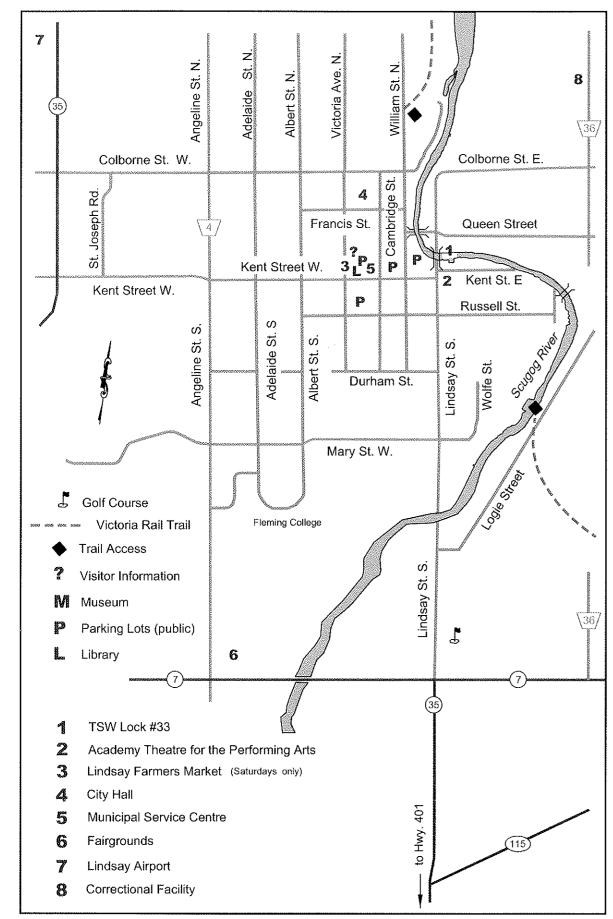
Department Head: Craig Shanks

Department File:

Ramp Name/Location	Location (road allowance, vacant lot, parkland, etc.)	Body of water	Type S- Sand St - Stone Asp - Aphalt G - Gravel C- Cement	Depth in metres	h of batting spaces	Galbage Can	Washrooms S - Serviced P - Portable	Concession Stand	Dock/Tie up Concrete or Wood	H of Spaces	with Hydro	* of contri land	Disagre to near large
					NORTH AREA								
1 - Beach Park	Park Street	Sturgeon	Asp	2 m	10	Yes	Yes	Yes	Wood	1	0	0	.5 Km to other Bobcaygeon sites
2 - West Street	West Street	Sturgeon	Asp	2 m	. 0	Yes	No	No	Concrete	2	0	0	.5 Km to other Bobcaygeon sites
3 - Gordon Yacht Harbour	Front Street	Pigeon	Asp	3 m	. 0	No	No	No	Wood	1	0	0	.5 Km to other Bobcaygeon sites
4 - McAlpine Park	Crane Bay Road Hwy #30	Sturgeon	St	1 m	3	Yes	Yes	No	Concrete	3	0	0	5 KM to Fenelon Falls or Bobcaygeon
5 - Four Mile Lake	Hillside Drive	Four Mile Lake	Asp	2 m	. 0	Yes	Yes	Νo	Wood	2	0	0	2 Km to Burnt River Centennial Park
6 - Centennial Park	Road #44	Burnt River	St	2 m	8	Yes	Yes	No	No Dock	0	0	0	2 Km to 4 Mile Lake
7 - Kinmount	Post Office Lot	Burnt River	St	2 m	2	Yes	No	No	Wood	1	0	0	10 Km to Burtn River sites
8 - Elliott Falls	:Hwy #35	Gull River	St	3 m	8	Yes	Yes	No	No Dock	0	0	0	10 Km to Norland
9 - Government Dock Road	Hwy #35	Shadow Lake	Asp	2 m	. 2	Yes	No	No	Wood	2	0	n	10 Km to numerous sites
10 - Head Lake	Monck Road	Head Lake	St	1 m	8	Yes	Yes	No	No Dock	n	n	ັ	10 Km to Norland
11- Carden - Osprey Lane	Osprey Lane Lake	Lake Dalrymple	Asp	2 m	6	Yes	Yes	No No	No Dock	n	n	^V	15 Km to Head lake
12 - Coboconk	Water Street	Balsam	St	3 m	7	Yes	Yes	No	No Dock	0	0	0	5 Km to Balsam Lake Dr/10 Km to Norland
13 - Balsam Lake Drive	Balsam Lake Drive	Balsam	St	1 m	2	No	Yes	No		0		0	
14 - Fenelon Falls	Water Street	Cameron	Asp	3 m	j	Yes	Yes		No Dock	4	0		5 Km to Coboconk
		Cameron	Mah.		SOUTH EAST AREA		162	No	Concrete	4		U	10 Km to various sites
15 - Sturgeon Lake Road	Omemee	Pigeon River	G	2 m	A	Yes	No	No	No	0	0	0	5 Km +- O 3.4
16 - Omemee Marina	Colborne & Church	Pigeon River	C	2 m	. 10	Yes	No		No	5	0		.5 Km to Omemee Marina
17 - Cowan's Bay	Peace Road & Cowans Drive	Pigeon River	G	2 m	3	Yes	No	No No	Yes	0	0	0	.5 Km to Sturgeon Lake Road
18 - Scotch Line Road	North End of Scotch Line Road	Sturgeon		2 m	7	Yes	No	No.	No Yes	5	0		8 kms to Sturgeon Lake Road
19 - Highview Estates	Marilyn Crescent	Pigeon Lake	G	2 m	Δ	No	No	No	Yes	10	0		6 kms to Emily Creek Road
20 - Emily Creek Road	Hwy 36 & Emily Creek Road	Emily Creek	6	2 m)	Yes	No	No	No	0	0	0	13 kms to Cowans Bay 6 kms to Scotch Line Road
21 - Kings Wharf Road	Lakeview Crescent	Pigeon Lake	G	2 m	2	No	No	No	No	0	n	0	16 kms to Emily Creek Road
22 - Thurstonia	Hwy 36 West of Scotch Line Road	Sturgeon	C	2 m		Yes	No	No	Yes	10	0	o	10 kms to Scotch Line Road
	·				CENTRAL AREA	, , , ,		110	103	10		v	TO KINS to acotte Line Moda
23 - Rivera Park	83 St. Paul Street	Scugog River	С	1.25 m	20	8	Yes - S	No	W/C	31	10	0	2.5 km
24 - Nayoro	45 Durham Street East	Scugog River	c	1 m	8 to 12	2	Yes - P	No	W	3 to 4	0	0	2.5 km
25 - Wellington	Wellington Street	Scugog River	N/A	1.25 m	10	1	No	No	w	23	0	0	2 km
	-		,		SOUTH WEST AREA	,			•			Ü	ZRIH
26 - Robin Glade Park	Park - #39 Robinglade Ave.	Scugog	G	2 m	5	1	No	No	No	0	o	Λ	Mariposa Estates 3 km north
27 - Mariposa Estates Park	Park - #36 Nonquon St.	Scugog	G	2 m	3	1	No	No	No	0	0	0	Robin Glade Park 3 km south
28 - Pleasant Point Park	Park - #21 Chickadee Court	Scugog	G	2 m	3	1	No	No	Yes	1 :	0	0	Cottage Rd. 5 km east
29 - O'Reilly Lane Boat Launch	Vacant lot - east side of O'Reilly Lane Rd.	Scugog	G	2 m	: 6	No	No	No	No	0	0	0	Sandbar Park 6 km southwest
30 - Sandbar Park	Park land - corner of Sandbar Rd & Beach Rd.	Scugog	G	2 m	3	1	No	No	No	0	0	0	O'Reilly Lane 6 km north east
31 - Swain Boat Launch	Vacant land - south off Maple Ave.	Scugog	G	2 m	3	No	No	No	No	0	0	0	Oakdene 4 km west
32 - Oakdene Boat Launch	Vacant lot - south off Oakdene-west Muskie Dr.	Scugog	G	2 m	3	1	No	No	No	0	0	0	Coulson Park 2 km west
33 - Coulson Park	Park - #179 Washburn Island Rd.	Scugog	G	2 m	2	1	No	No	· ·*	Approx 15	0	0	Oakdene 2 km east
34 - Bowen Road Boat Launch	Road allowance - west side of Bowen Rd.	Scugog	G	2 m	Roadside parking	No	No	No	No	0	0	0	Cottage Rd. 2 km north
35 - Cottage Road Boat Launch	Road allowance - west side of Cottage Rd.	Scugog	; G	2 m	Roadside parking	No	No	No	No	0	0	0	Bowen Rd. 2 km south
36 - Port Hoover Boat Launch	Road allowance - south side of Port Hoover Rd.	Scugog	Asp/G	2 m	Roadside parking	No	No	No	No	0	0	0	Cottage Rd. 3 km east
37 - Southview Estates Boat Launch	Road allowance - south off Victoria Dr.	Sturgeon	G .	2 m	Roadside parking	No	No	No	No	0	0	0	10 Km to various sites
38 - Canal Lake Boat Launch	Vacant lot - north of causeway on Cty Rd. 33	Canal	G	2 m	15	1 Seasonal	No	No	No	0	0	0	Centennial Park 3 km south
39 - Centennial Park Boat Launch	East side of Park	Canal	G	2 m	. 8	At park	Yes at Park	No	No	0	0	0	Canal Lake 3 km north
40 - Mitchell Lake Boat Launch	Park - north of Hwy 48	Mitchell	G	3 m	10	3 Seasonal	No	No	No	0	0	0	Balsam Lake 8 km southeast
41 - Balsam Lake Drive Boat Launch	Road allowance - south off Balsam Lake Dr.	Balsam	G	3 m	Roadside parking	No	No	No	No	0	0	0	Mitchell Lake 8 km northwest
42 - Otter/Maple Road Boat Launch	Road allowance east of Otter Rd; east Maple Ave.	Balsam	. G	3 m	Roadside parking	No	No	No	No No	0	0	0	Balsam Lake 8 km north
* The dock is maintained by the Hor	meowners Association												

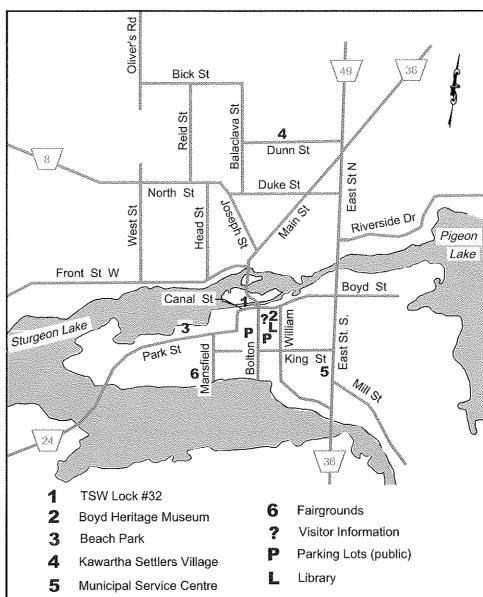


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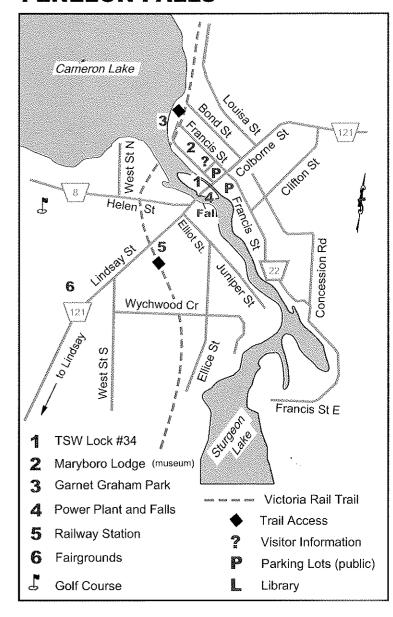


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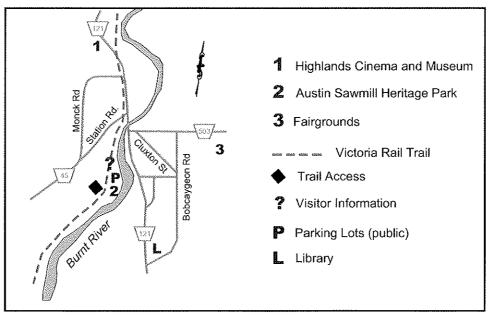
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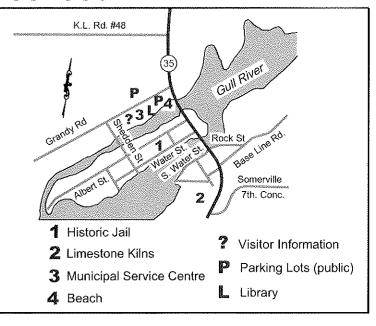
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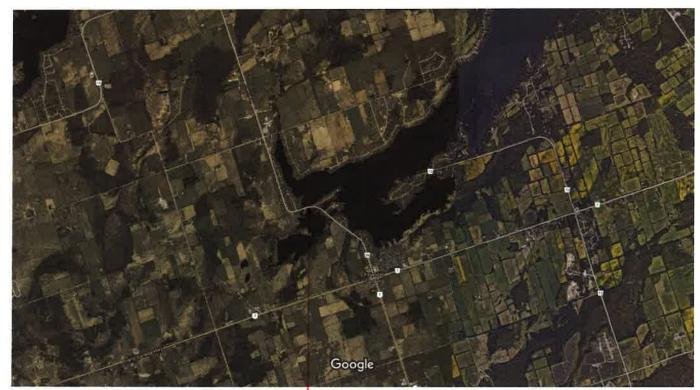
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Frank Hill Rd. Public Water Access

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Fronk Hill Rd. Public Water Access

The Corporation of the City of Kawartha Lakes Committee of the Whole Report

Report Number CORP2019-009

Date: April 9, 2019		
Time: 1:00 p.m.		
Place: Council Chambers		
Ward Community Identifier: Various		
Title: Federal and Provincial Funding Update		
Description:		
Author and Title: Jennifer Stover, Director, Corporate Services		
Recommendation(s):		
That Report CORP2019-009, Federal and Provincial Funding Update, be received;		
That the one-time funding of approx. \$4.66 million, be transferred to the Federal Gas Tax reserve; and		
That the one-time Provincial funding of \$725,000 be transferred to the Contingency reserve; and		
That the Provincial cannabis funding be retained as a deferred revenue; and		
That staff report back to Council upon completion of the update to the Long Range Financial Plan as to the best use of these funds; and		
That Council transfer \$400,000 of 2019 OMPF surplus funds from the Operating Budget to the Contingency reserve to mitigate future anticipated reductions in Ontario Municipal Partnership Funding; and		
That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.		
Department Head:		
Financial/Legal/HR/Other:		

Chief Administrative Officer:

Background:

The City concluded discussions on the 2019 budget on February 20, 2019. In the weeks following this decision the Federal and Provincial governments have each made funding announcements that positively impact the level of funding being received by the City in 2019.

Federal Gas Tax Funding

The City receives Federal Gas Tax funding annually and the 2019 allocation is \$4,576,100. The Gas Tax funding is restricted and can only be used for specific municipal infrastructure projects such as: local roads and bridges; regional and local airports; broadband connectivity; public transit; drinking water; wastewater; solid waste; brownfield redevelopment; sport; recreation; culture; and tourism. The 2019 funding was allocated entirely to urban and rural road reconstruction in the capital budget.

The 2019 Federal budget included a one-time top-up of \$2.2 billion to the Federal Gas Tax Fund. The City has not received notification of the exact amount of the one-time funding that will be received however, it is anticipated that it will be consistent with 2018 funding of \$4.66 million. The total annual allocation, plus the one-time funding will provide the City with approximately \$9.2 million in funding for 2019.

Provincial Funding

On March 20, 2019 the Province announced one-time funding to support small and rural municipalities in their efforts to "become more efficient and reduce expenditure growth in the longer term". The funding is unconditional however, it is intended to help modernize service delivery and reduce costs through investment in projects such as: service delivery reviews, development of shared services agreements, and capital investments. The one-time funding that the City will receive is \$725,000.

Provincial Cannabis Funding

With the legalization of recreational cannabis, the Province recognized that there would be impacts to municipalities such as: policing; by-law enforcement; public health; paramedics. The Province has allocated \$40 million over a two year period to assist municipalities with the implementation and impact of legalized cannabis in the community. The City's allocation is \$225,061 and the funds have been received.

There are restrictions on the funds. Municipalities must use the money they receive solely for the purpose of paying for implementation costs directly related to the legalization of cannabis. The funds must be used for:

- Increased enforcement (ie. Police, public health and by-law enforcement, court administration, litigation)
- Increased response to public inquiries (ie 311 calls, correspondence)
- Increased paramedic services
- Increased fire services
- By-law / policy development (ie police, public health, workplace safety policy)

The funds cannot be used to pay for:

- Costs that have been, or will be, funded or reimbursed by any other government body or third party
- Costs not related to cannabis legalization.

Ontario Municipal Partnership Fund

The City receives Ontario Municipal Partnership Fund (OMPF) funding on an annual basis. This fund is intended to support northern and rural municipalities and reflects the following objectives:

- · supports areas with limited property assessment;
- recognizes the challenges of northern and rural municipalities, while targeting funding to those with more challenging fiscal circumstances; and
- assists municipalities that are adjusting to year-over-year funding shifts.

At the time that the 2019 budget was being prepared, the Province was reviewing the OMPF program and had announced that the 2019 allocations would be reduced by an "unspecified amount". The City received \$7,205,000 of OMPF funding for 2018. Due to the uncertainty of the grant, staff included a provision for the reduction of \$200,000 in the 2019 budget. Shortly after the City's budget was approved, the Province made an announcement that it would leave the 2019 funding "virtually the same". The City's allocation for 2019 has been confirmed as \$7,433,500 or approximately \$200,000 higher than 2018 funding.

The Province is continuing to review the OMPF model and has committed to make an announcement on future funding sometime in 2019.

<u>Canada – Ontario Bilateral Agreement Funding</u>

In addition to the above funding, the Federal and Provincial governments have also recently made an announcement regarding application based funding that will be made available in 2019 including:

- Public Transit \$20.8 billion
- Rural and Northern \$500 million
- Green \$7 billion
- Community, Culture and Recreation \$1 billion

The Public Transit infrastructure funding is focused on public transit systems outside of the Greater Toronto and Hamilton Area (GTHA). More information on this initiative will be made available in early April.

The Rural and Northern fund is available for municipalities with a population of less than 100,000. The funding model will require a municipal share of 17% with the balance being funding from the other two levels. The focus of this fund will be to assist with roads and bridges, air and marine infrastructure. Applications are being accepted until May 14, 2019.

Announcements on the Green infrastructure fund, and the Community, Culture and Recreation fund are anticipated later this year. Staff will provide an update, as appropriate, when further information is known.

Rationale:

The City is currently undertaking a review of its long range financial plan. Where the initial plan was more heavily focused on capital projects, the update will include a comprehensive review of all aspects of the City's finances. The updated plan is anticipated to be presented to Council in June.

As there is no time restriction for spending the Federal Gas Tax funding (± \$4.66 million), the Provincial funding (\$725,000), or the Cannabis funding (\$225,061) it is recommended that the funds be placed into reserves for now.

In preparing the update to the long range financial plan, staff will give consideration to these funds and make recommendations to Council on how best to maximize this one-time infusion of funding.

The City's OMPF funding of over \$7 million is entirely used to offset operations. Without this funding, the City would see an immediate increase to the tax levy in excess of 5%. The reduction to the OMPF budget and the increase in funding from the Province will result in a surplus in the 2019 budget. As the future of this funding remains uncertain, it is recommended that the approximate\$400,000 surplus be transferred to the Contingency Reserve specifically for the purpose of mitigating any future tax impacts resulting from of a decrease in OMPF funding.

Other Alternatives Considered:

Council could opt to allocate the funding immediately to eligible capital programs.

Financial/Operation Impacts:

The City's has a Long Range Financial Plan which sets out the expected financial impacts of aligning future operating and capital budgets with the

municipal service levels established by Council and/or legislation. This one-time infusion of funding will assist the City's in meeting these objectives.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

This section is completed outlining how the initiative, recommendation(s), and/or action within the Report contributes to the Council Adopted Strategic Plan. It can identify one of the Goals, namely:

- Goal 1 A Vibrant and Growing Economy
- Goal 2 An Exceptional Quality of Life
- Goal 3 A Healthy Environment

Consultations:

Senior Management Team Treasurer

Department Head E-Mail: jstover@kawarthalakes.ca

Department Head: Jennifer Stover

The Corporation of the City of Kawartha Lakes Committee of the Whole Report

Report Number ED2019-009

Date: April 9, 2019
Time: 1:00 p.m. Place: Council Chambers
Ward Community Identifier: All
Title: Downtown Revitalization Committee of Council - 2018 Motion Summary
Description: A summary of all of the motions made by the Committee of Council in 2018 and their current status
Author and Title: Carlie Arbour, Economic Development Officer – Community
Recommendations:
That Report ED2019-009, Downtown Revitalization Committee of Council - 2018 Motion Summary, be received; and
That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.
Department Head:
Financial/Legal/HR/Other:
Chief Administrative Officer:

Background:

At the Council Meeting of March 7, 2017, Council adopted the following resolution:

CR2017-194

RESOLVED THAT Report ED2017-005, Downtown Revitalization Update and Action Plans, be received;

THAT the Downtown Revitalization Action Plans for Coboconk-Norland, Fenelon Falls, Lindsay and Omemee, as outlined in Appendices A to D respectively to Report ED2017-005, be approved;

THAT financial considerations for projects beyond those already identified in existing budgets and work plans be incorporated in future budgets for consideration:

THAT a Downtown Revitalization Committee of Council be established with representation including each community that has a completed Downtown Revitalization Plan; and

THAT staff develop the Terms of Reference for the Downtown Revitalization Committee and forward to Council for approval.

CARRIED

The Terms of Reference for the Downtown Revitalization Committee of Council defines that the Committee shall make recommendations to Council on policy and advocacy actions that are identified in the Downtown Revitalization strategic action plans as barriers to, or opportunities for, growth in the Downtowns.

In 2018, the Downtown Revitalization Committee of Council passed a number of recommendations for Council. This report brings these recommendations forward on behalf of the Committee.

Rationale:

The Downtown Revitalization Committee is a new Committee of Council. These motions were made throughout 2018 and were addressed by Staff in the Fall when it was discovered they had not been presented to Council. As the timing coincided with the municipal election, Staff incorporated these motions into ongoing initiatives and are now presenting a status update to Council.

At the April 25, 2018 Downtown Revitalization Committee of Council meeting, the following motions were passed regarding cash-in-lieu of parking:

Moved By S. Podolsky Seconded By P. South

That the Downtown Revitalization Advisory Committee receive the four letters of support from the four chambers of commerce about the motion regarding cash in lieu.

Carried

Moved By C. Handley **Seconded By** L. Manning

That the Downtown Revitalization Advisory Committee recommends that the Council of the Corporation of the City of Kawartha Lakes immediately rescind the Cash-in-Lieu of Parking policies in Lindsay and Fenelon Falls until such time that fair policies that apply equally across the City of Kawartha Lakes can be considered.

Carried

The 2012 City of Kawartha Lakes, Town of Lindsay, County of Victoria and the Village of Fenelon Falls Official Plans all contain policies enabling cash in lieu of parking.

The cash-in-lieu motions were forwarded to Staff for inclusion in the Downtown Parking Strategy project. The project began in late 2018 and will conclude in early 2020. Under the guidance of a cross-divisional steering committee of staff, the Study will evaluate the Downtown Parking needs for the Downtowns in Lindsay, Fenelon Falls and Bobcaygeon. The Consultant for the project, IBI Group, is tasked with identifying the existing and future parking demands, conducting stakeholder and public consultations and assessing current parking policies. Cash-in-lieu of parking policies will be examined as part of the parking study. Upon completion of the Downtown Parking Strategy, Council will be tasked to determine which recommendations to implement.

At the October 3, 2018 Downtown Revitalization Committee of Council, the Committee passed the following motions regarding Development:

Moved By S. Podolsky **Seconded By** C. Handley

That the City exempt Community Improvement Focus Areas from development charges in its development charge by-law update.

Carried

Moved By S. Podolsky Seconded By C. Handley

That development charges be deferred for any successful community improvement plan application, in a focus area, until such time as the new development charge by-law is in place.

Carried

The Development Charges motions have been forwarded to the Development Charges Task Force for consideration. The Task Force was established to provide advice and recommendations to Staff regarding the formulation of a development charges by-law to replace the existing by-law. The Task Force will conduct a review of commercial development charges.

Following the Development Charges recommendations made by the Downtown Committee of Council, a memo was provided to the Manager of Corporate Assets and Treasurer providing the motion and a request that the resolutions be forwarded to the Development Charges Taskforce for consideration.

At the October meeting, Committee also passed the following motions:

Moved By L. Manning Seconded By S. Podolsky

That a total of \$400,000.00 contribution for Community Improvement Plan funding be included in the 2019 budget as a decision unit during budget deliberations.

Carried

Moved By D. Wilson Seconded By C. Handley

That an extra position be created in the Economic Development department to assist with the implementation of the Community Improvement Plan and the continuation of the Downtown Revitalization program.

Carried

On August 14, 2018 Council passed the following motion for \$100,000 to be considered as a decision unit for the CIP:

PLAN2018-069

Community Improvement Plan - Final

Leah Barrie, Policy Planning Supervisor

Leah Barrie, Policy Planning Supervisor, provided a brief overview of the report.

CR2018-514

Moved By Councillor O'Reilly

Seconded By Councillor Elmslie

That Report PLAN2018-069, **Community Improvement Plan – Final**, be received:

That the By-law to adopt the Community Improvement Project Area and CIP, attached as Appendices A and B to Report PLAN2018-069, be approved by Council;

That the Mayor and Clerk be authorized to execute any documents and agreements required by this approval; and

That a \$100,000.00 contribution for Community Improvement Plan funding, with funding source options including the Economic Development Reserve, be included in the 2019 budget as a decision unit.

Carried

Both motions were presented to Council as part of the 2019 budget deliberations. Staff recommended that Council consider \$100,000 in funding following the level of interest received in the Million Dollar Makeover Expression of Interest Process.

Other Alternatives Considered:

This report is to present to Council the motions made by the Committee of Council in 2018, and the actions taken by Staff to date.

Council could extract any of the above motions and consider an alternate direction.

Financial/Operation Impacts:

There are no financial considerations relating to this report.

Should Council provide Staff with an alternate direction on any of the above motions, the financial impacts will need to be evaluated.

Relationship of Recommendation(s) to the 2016-2019 Strategic Plan:

The Downtown Revitalization Committee of Council relates to the Council Adopted Strategic Plan in supporting A Vibrant and Growing Economy. Through consultation and advice provided by stakeholders involved in the Downtown, Council is able to support a stronger local economy through the delivery of programs and policy decisions that provide support to the sector.

Consultations:

Downtown Revitalization Committee of Council

Manager of Corporate Asset

Manager of Planning

Treasurer

Director of Corporate Services

CAO

Attachments:

None

Department Head E-Mail: cmarshall@kawarthalakes.ca

Department Head: Chris Marshall

The Corporation of the City of Kawartha Lakes **Committee of the Whole Report**

Report Number ED2019-011				
Date: April 9, 2019 Time: 1::00 p.m. Place: Council Chambers				
Ward Community Identifier: n/a				
Title: Municipal Heritage Committee 2019 Work Plan				
Description : Municipal Heritage Committee 2018 and 2019 Workplan				
Author and Title: Debra Soule, Economic Development Officer – Arts, Culture and Heritage				
Recommendation:				
That Report ED2019-011, Municipal Heritage Committee 2019 Work Plan, be received;				
That the 2019 Municipal Heritage Committee Work plan as outlined in Appendix B to Report ED2019-011 be approved; and				
That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.				
Department Head:				
Financial/Legal/HR/Other:				

Chief Administrative Officer:

Background:

The Kawartha Lakes Municipal Heritage Committee is a Committee of Council authorized under the Ontario Heritage Act, to advise and assist Council on heritage issues relating to Part IV (Conservation of Properties of Cultural Heritage Value or Interest), Heritage Conservation Districts under Part V of the Act and other heritage related matters.

According to the Committee's Terms of Reference, the Municipal Heritage Committee is required to report on activities completed from their Work Plan during each calendar year and to submit a Work Plan for the subsequent year.

This report addresses the committee's 2018 Work Plan reporting and the 2019 Work Plan priorities.

Rationale:

During the 2018 calendar year, the Municipal Heritage Committee identified the following eight goals from their 2018 Work Plan.

- 1. Goal One Continue to process eligible properties for designation, heritage permit applications and other heritage items.
- 2. Continue updating designation by-laws to ensure they are consistent with the requirements of the Ontario Heritage Act.
- 3. Continue distribution of plaques for designated properties including entry signage for the 2 heritage Conservation Districts.
- 4. Implement a Kawartha Lakes Heritage Awards Program.
- 5. Review and update the Heritage Registry ensuring it is consistent with the Ontario Heritage Act and that it is publicly accessible.
- 6. Pending Council's approval, implement a 'Properties of potential heritage value or interest' section to the Heritage Register.
- 7. Hold a Doors Open Event for 2018.
- 8. Continue to update the list of heritage contractors and tradespeople.

The 2019 Municipal Heritage Committee Work Plan (please refer to Appendix B) includes activities that are the core business of the Municipal Heritage Committee in terms of Part IV and Part V designation processes that are required under the Ontario Heritage Act (OHA), and activities that address the educational and community pride dimensions of heritage conservation.

Other Alternatives Considered:

No other alternatives considered.

Financial/Operation Impacts:

There are no financial considerations associated with this recommendation. All Committee activities for 2019 fall within the available 2019 Arts, Culture and Heritage budget.

Relationship of Recommendation(s) to the 2016-2019 Strategic Plan:

Approval of Municipal Heritage Committee's 2018 reporting and 2019 Work Plan will enable the fulfillment of the municipality's Strategic Goals including an Exceptional Quality of Life and a Vibrant and Growing Economy.

Consultations:

Municipal Heritage Committee members

Attachments:

Appendix A - 2018 MHC Work Plan report



201811 2018 MHC WorkPlanReport.doc

Appendix B - 2019 MHC Work Plan



Department Head E-Mail: cmarshall@kawarthalakes.ca

Department Head: Chris Marshall

Committee Work Plan Report		
Committee Name:	Municipal Heritage Committee	
Work Plan for Year:	2018	
Approved by Council:		

Goal	Completed in 2018
Continue to process eligible properties for designation, heritage permit applications and other heritage items	Two properties applied for designation have been or are in the process of being recommended by the Municipal Heritage Committee, and approval by Council Six heritage permit applications were received and approved by Municipal Heritage Committee
	Eight requests for heritage status, and 3 heritage location queries processed for infrastructure projects
Continue updating designation by-laws to ensure they are consistent with the requirements of the Ontario Heritage Act	49 designation By-Laws have been reviewed, revised by staff and approved by Council.
3. Continue distribution of plaques for designated properties including entry signage for the 2 heritage Conservation Districts	 Designation plaques were delivered to 7 property owners including 4 from previous designations that had not yet been distributed. Oak Street HCD sign created and in process of being installed. Downtown Lindsay HCD sign in design stage.
Implement a Kawartha Lakes Heritage Awards Program	The Osprey Heritage Awards program was successfully developed and introduced, and presented 5 awards to local heritage champions.
5. Review and update the Heritage Registry ensuring it is consistent with the Ontario Heritage Act and that it is publicly accessible.	The Register is up to date in terms of current designations and is publicly accessible on the City's website. Amended by-laws approved by Council to be inserted.
6. Pending Council's approval, implement a 'Properties of potential heritage value or interest' section to the Heritage Register	Following Council approval, a database has been initiated identifying properties to be included as listed in the register.
7. Hold a Doors Open Event for 2018	The Municipal Heritage Committee opted out of Doors Open for the 2018 year in order to focus on the inaugural heritage awards program, but plan to resume Doors Open in 2019 in collaboration with the Kawartha Lakes Heritage Network and the Victoria County Historical Society.
8. Continue to update the list of heritage contractors and tradespeople.	A list of regional heritage specialists has been completed.

2019 Committee Work Plan		
Committee Name:	Municipal Heritage Committee	
Work Plan for Year:	2019	
Approved by Council:		

Goal	Measurement Stages	Timeline	Measurement of Success
Continue to process eligible properties for designation, heritage permit applications and other heritage items	Approval by committee and drafting of by-laws	Year round	Number of applications, permits and enquiries successfully completed or responded to.
2. Continue to distribute heritage designation plaques	Provide contact information Committee to contact property owners Arrange for distribution of plaques in accordance with established protocol	Year Round	Plaques delivered
3. Continue to update the Heritage Registry so it is consistent with Ontario Heritage Act and that it is publicly accessible.	Staff to review and insert the recently designated properties in registry with photos to bring it up to date Staff to insert on City's website	Year Round	The Register is complete, consistent with the requirements of the Ontario Heritage Act and is now available on the City's website.
4. Coordinate Doors Open in collaboration with the Heritage Network and the Victoria County Historical Society	Committee to coordinate event participants / activities	Jan Aug. 2019 Sept. 2019	Event planning complete and event carried out. Doors Open 2019 successfully completed
5. Plan and Coordinate the 2019 Osprey Heritage Awards	Jan. – Sept. – plan event, collect applications, establish jury to select winners Oct. / Nov. Awards ceremony	Jan. – Nov. 2019	2019 Osprey Heritage Awards successfully completed
6. Recruit additional members for the Heritage Committee.	Continue to recruit for new committee members and advertise in the newspaper	Ongoing	Prospective committee members have applied to join Municipal Heritage Committee. Selection processes are underway.
7. Heritage property Photography	 Identify missing/ dated register photos Complete photography Upload photos to Heritage Register 	Jan December	- all register photos updated

The Corporation of the City of Kawartha Lakes Committee of the Whole Report

Report Number ED2019-012

Date: April 9, 2019 Time: 1:00 p.m.						
	Chambers					
	Identifier: 1, 3, 5, 6, 7					
Title:	Downtown Revitalization Committee 2019 Work Plan					
Description:	Activities to be completed in 2019 by the Downtown Revitalization Committee of Council					
Author and Title:	Carlie Arbour -Economic Development Officer, Community					
Recommendati	ion(s):					
That Report ED20 Plan, be received;	19-012, Downtown Revitalization Committee 2019 Work					
That the 2019 Downtown Revitalization Committee Work Plan as outlined in this report be approved; and						
That this recomme next Regular Coun	endation be brought forward to Council for consideration at the icil Meeting					
Department Head:						
Financial/Legal/HR/Other:						
Chief Administrative Officer:						

Background:

The Downtown Revitalization Committee of Council Terms of Reference identify that the purpose of the Committee is to implement the Downtown Revitalization Action Plans as approved by Council and stimulate the economic, social and physical prosperity of downtowns. The Committee is to provide advice and assistance to Council and staff, provide opportunities for communities to collaborate, and support the implementation of all Downtown Revitalization Action Plans.

The terms of reference require the Committee to present an annual work plan that includes details on promotion of public education programs, review of other government reports, programs and legislation for any impacts on the City or its programs, and future City policy direction all with the view of advancing the City's adopted strategic priorities and the proposed budget.

This report provides a proposed work plan for 2019. The Downtown Revitalization Committee of Council reviewed the work plan and made the following resolution at their February 28, 2019 meeting:

Moved By L. Manning **Seconded By** C. Handley

That the 2019 DRAC Work Plan be approved as amended and that it be forwarded to Council for approval.

Carried

Rationale:

Outlined below is the proposed 2019 work plan for the Downtown Revitalization Committee of Council.

Goal	Measurement Stages	Timeline	Measurement of Success
1. Make recommendations to Council on priority activities identified as "City Led" or "Collaborative" in the Downtown Revitalization Action Plans that may impact and inform future year City's budgets. (Priorities from each	a) As issues arise b) DRAC Meetings called c) Items Discussed d) Report to Council	Ongoing	Council Adoption

	Goal	N	leasurement Stages	Timeline	Measurement of Success
	Downtown Action Plan will be identified by each community and put forward by the Committee in a combined Staff report.)		Ţ.		
2.	Support for cross-community collaboration and implementation of projects: a) Work with the City on the Downtown Reconstruction projects b) Toolkits for Business & Community c) Incorporating the Trent Severn Waterway into the Downtown Revitalization through the Trail Towns initiative	a) b)	Support community consultation process, public outreach activities, engage the Chambers and BIA Collect materials from stakeholders Facilitate community involvement in the Trail Towns program	a) Ongoing b) Q4 c) TBD	a) Completed Kit b) Designated Trail Towns in all communities
3.	Monitor and advance the progress of the Downtown Revitalization Action Plans	b)	DRAC Meetings Items Discussed Report to Council	Quarterly	Annual Report Card
4.	Improve communication from the Downtown Revitalization Committee of Council to City of Kawartha Lakes Council.	a)	Quarterly reports to Council, or as needed.	Quarterly/On going	City Council aware of recommendatio ns and key initiatives impacting Downtown Revitalization.

Goal	Measurement Stages	Timeline	Measurement of Success
			Council support received for key initiatives.

Other Alternatives Considered:

There were no other alternatives considered.

Financial/Operation Impacts:

The Committee makes recommendations to Council regarding priority projects in the Downtown Revitalization Action Plans. These initiatives are funded through the department budgets and either included in existing budgets or are identified for consideration in future budgets.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The City of Kawartha Lakes Strategic Plan, which provides the vision for Kawartha Lakes, identified the creation of a comprehensive Economic Development Strategy under Goal 1: A Vibrant and Growing Economy.

Through the adoption of a city-wide focus, leveraging the strengths of local resources, the downtown revitalization action plans are effectively implementing the first goal of the Economic Development Strategy. The Downtown Revitalization project is an activity in the Economic Development Strategy.

Consultations:

Downtown Revitalization Committee of Council

Attachments:

None.

Department Head E-Mail: cmarshall@kawarthalakes.ca

Department Head: Chris Marshall

The Corporation of the City of Kawartha Lakes Committee of the Whole Report

Report Number WM2019-005

•	ril 9, 2019					
	00 p.m.					
Ward Comm	unity Identifier: All					
Title:	Waste Management Advisory Committee 2019 Work Plan					
Description:	Activities to be completed in 2019 by the Waste Management Advisory Committee					
Author and 1	Title: David Kerr, Manager Environmental Services					
Recommer	ndation(s):					
	THAT Report WM2019-005, Waste Management Advisory 019 Work Plan, be received;					
	19 Waste Management Advisory Committee Work Plan as outlined be approved; and					
	ommendation be brought forward to Council for consideration at the Council Meeting.					
Department	Head <u>:</u>					
	gal/HR/Other:					
	istrative Officer:					

Background:

The Waste Management Advisory Committee is established to ensure the development and implementation of the ongoing Integrated Waste Management Strategy and subsequent revisions for the City of Kawartha Lakes and to provide recommendations to Council specific to the Strategy. This committee was formerly designated as the Waste Strategy Task Force, but was established as a committee in December of 2018.

This report provides a proposed 2019 Work Plan. The 2019 work plan has been reviewed by the Waste Management Advisory Committee and they made the following resolution at the February 27, 2019 committee meeting:

Moved By Councillor Yeo Seconded By Councillor Ashmore

RESOLVED THAT the 2019 work plan presented by staff be approved.

Carried

Rationale:

The 2019 Work Plan is proposed below:

Goal	Measurement Stages	Timeline	Measurement for Success
Advise and provide support and guidance to staff to the ongoing development, revisions and implementation of the Integrated Waste Management Strategy	Support staff throughout each stage of the process of updating the Strategy	2019	Updated Strategy Document by the end of 2019

Goal	Measurement Stages	Timeline	Measurement for Success
Assist with public consultation and make recommendations based on the public consultation with regard to the Integrated Waste Management Strategy for the City of Kawartha Lakes.	Provide insight and feedback on survey questions for public Assist with planning of public meetings Make recommendations based on public comments	April April Aug-Sept	An Updated Strategy Document created with many opportunities for public feedback and suggestions
Ensure that the development and implementation of the Integrated Waste Management Strategy achieves Council's strategic priorities.	Provide recommendations to council on Strategy Goals (ex. transfer stations vs. landfill closure) Provide recommendations to Council on Strategy Pilot Programs (ex. mattress recycling, clean wood recycling)	Oct	An Updated Strategy Document, as well as a direction on the future of current pilot programs

Staff is confident the work of the Waste Management Advisory Committee will be of value to the residents of the City of Kawartha Lakes. Staff recommends the 2019 work plan be approved by Council.

Other Alternatives Considered:

No alternatives were considered.

Financial/Operation Impacts:

The proposed 2019 Work Plan has no significant financial impacts.

Relationship of Recommendation(s) To The 2016-2019 Strategic Plan:

The Waste Management Advisory Committee provides a link between the City and the public by providing a forum for open dialogue regarding the Integrated Waste Management Strategy. The activities of the Committee do align with the City's Strategic Goals specifically "A Healthy Environment". The committee provides input on the Integrated Waste Management Strategy. These goals are enabled through municipal service excellence (Enabler 3) which enhances communication and citizen accessibility to government services.

Consultations:

Waste Management Advisory Committee

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson

The Corporation of the City of Kawartha Lakes Committee of the Whole Report

Report Number WM2019-007

Date: April 9,	2019			
Time: 1:00 p.r				
	Chambers			
Ward Community Identifier: All				
Title:	Curbside Collection Contract-Private Roads			
Description:	Update on previous Council Resolution to consider provisional pricing for private roads waste collection in the next procurement process.			
Author and Title:	Heather Dzurko, Waste Management Operations Supervisor			
Recommendation(s):				
Resolved That Report WM2019-007, Curbside Collection Contract- Private Roads, be received.				
Denartment Head	l <u>:</u>			
Financial/Legal/HR/Other:				
Chief Administrative Officer:				

Background:

At the Council Meeting of October 13, 2015, Council adopted the following resolution:

Moved By Pat Dunn Seconded By Stephen Strangway

CR2015-1060

That the Waste Management Division continue to provide curbside collection on Private Roads as outlined in the City's current Curbside Collection contract for the duration of the contract until September 2018; and

That Private Road curbside waste collection is considered as a provisional item under the future tender and alternatives with known costs for this service being provided in the tender report for Council consideration.

This report addresses that direction.

Rationale:

Over the past several years, Council has received several reports related to municipal servicing on private and unassumed roads. Those reports provide a consistent theme based on the following legal opinion:

"The City is not legally obligated to provide maintenance on either category of road (private or unassumed) and not doing so limits both the maintenance costs and exposure to liability for the City."

The Public Works department has historically provided sporadic service to unassumed and private roads. Some services are provided with legal agreements in place and others are provided based on historical practice. Services for unassumed and private roads can range from seasonal grading to winter control to curbside waste collection or any potential combination thereof. The reason for commencing such services varies but it is the goal of the Public Works Department to provide consistent, defined services to the residents of the City of Kawartha Lakes.

The Waste Management Division is currently preparing the Request for Proposal for the next curbside waste and recycling collection contract, as the existing contract ends on September 23, 2020.

As suggested in Resolution CR2015-1060, Staff has considered including the provisional item for private roads in the collection contract. As Council is aware, Staff are in the process of defining our roads inventory and do not have sufficient

information to include a listing of private roads as provisional in the procurement document.

To address the requirements of the resolution, the Waste Management Division has reviewed the current list of roads receiving waste collection services within the City against the Roads Database and determined the following information related to currently serviced stops:

- The City's current contract has a total stop count of 38,029.
- There are 39 confirmed private roads, with approximately 402 stops
- There are 386 unconfirmed roads, with approximately 3074 stops

It is important to note, the list above only includes roads that currently receive waste collection services. Notwithstanding this information there still needs to be considerable legal work to confirm the number of private roads in the city. It is expected that completion of the roads database and hence confirmation of which roads in the City are private roads will take multiple years. Due to this timing, an accurate number of private road stops cannot be determined in time for inclusion in the Request or Proposal (RFP) being released this year.

The Waste Management Division recommends supplying Council with accurate data (number of stops and cost) on waste collection to Private Roads once the database has been confirmed. At that time, if Council recommends separating curbside collection services to Private Roads, the Waste Management Division will incorporate that decision in the subsequent curbside collection contract.

Other Alternatives Considered:

There are no other alternatives being considered at this time.

Financial/Operation Impacts:

At the time of this report, the City pays \$6.69 per curbside stop. As there are 402 confirmed private road stops currently receiving service (historically), that would account for \$2689.38 per month and \$32,272.56 annually. This does not take into account additional events such as bulky item collection, leaf and yard collection and curbside battery collection.

With an additional 3074 stops currently provided to roads with unconfirmed ownership, the current total cost to provide curbside collection on private roads is in the range of \$32,272.56 and \$279,053.28. The actual cost can be confirmed once the ownership status is confirmed as part of the roads database inventory review.

Relationship of Recommendation(s) to the 2016-2019 Strategic Plan:

This recommendation relates to Strategic enabler E3.3-that is Service excellence, since the recommendation involves reviewing operational and efficiencies and cost effectiveness of service delivery.

Servicing Implications:

The recommendations contained within this report do not have any immediate servicing implications. Staff are recommending service to remain status quo at this time.

Department Head E-Mail: brobinson@kawarthalakes.ca

Department Head: Bryan Robinson



Memorandum

Date: April 9th, 2019

To: Council

From: Mayor Letham

Re: Development Charge Review for new 2020 By-Law

Recommendation:

That the April 9th, 2019 memorandum from Mayor Letham regarding a **development** charge review be received; and

That the development charges task force consider the following issues when making recommendation on the new development charges by-law (and supporting background study) to take effect in January 2020:

- Payment deferral options currently in place for residential developments, and their effectiveness;
- Affordable housing incentive options for private sector development;
- The appropriateness of discounting commercial and industrial development charges (from 50% to 100%) where job creation goals are met;
- Mechanisms for deferring development charge- support projects that are "population serving" vs "growth incenting" to ensure stability;
- Look at derelict buildings and extend the development charge waiver up to ten years to encourage demolition and protect development rights;
- Consider development charges being charged within the existing zone category (for example, storage units);
- Reduce the development charge supported projects to specific user groups if appropriate (for example, transferring a portion of growth related costs from non-residential to residential for parks);



 Create a long term development charges plan that affordably funds growth related projects over a realistic timeline without relying on deficit funding to meet projected growth;

Rationale:

The City of Kawartha Lakes continues to invest heavily in growth incenting projects and has so, for over ten years. The foundation of the municipality and the required resources are now in place to realize that growth. A task force will assist us in determining whether or not the municipality should look at incentivizing potential development to aid in meeting projected growth targets.

The focus of this council term needs to be jobs and affordable housing for young, working families. Our residential growth is moving forward with success. That growth needs to be matched with commercial and industrial expansion to have an impact on our tax, water, and waste water rates. Through staffing and a focus on increased capacity projects, council has spent the last four years putting all of the pieces in place to realize that growth. Our goal should be to expand the tax base for young families and existing business. Increased revenues from taxation can then be invested back into population supporting assets.

By exploring these issues through the task force and consultant, and bringing back these recommendations through staff in the fall, I believe council will then have the proper information in front of them to make informed decisions regarding growth and investment in our community for the foreseeable future.



Memorandum

Date: April 9, 2019

To: Mayor and Members of Council

From: Chris Marshall, Director, Development Services

Juan Rojas, Director, Engineering & Corporate Assets

Craig Shanks, Director, Community Services

Re: Active Transportation Master Planning

Recommendation:

- 1. That the Memorandum from Directors Marshall, Rojas and Shanks concerning the Active Transportation Master Planning be received; and
- 2. That staff be directed to include funding for an Active Transportation Master Plan for the City of Kawartha Lakes in the 2020 budget.

Background:

There have been a number of public processes in the last couple of years dealing with the reconstruction of roads in Lindsay. The road reconstruction projects and informing corridor studies looked at a number of options for the movement of cars, bikes and pedestrians. The most recent meetings held by the City have been in relation to the reconstruction of roads in the Downtown area including Kent, Peel and Russell Streets. In these meetings and in a number of letters to the Mayor and Council, members of the public have questioned why bike lanes have not been included in the design of the street reconstruction works.

As the City does not currently have a long term detailed plan that outlines a coordinated approach to active transportation (and at a city-wide scale), staff and consultants are planning for and designing road reconstruction projects without the knowledge of how that one street might fit into the larger network of streets for pedestrian and bicycle movement.



The lack of an Active Transportation Master Plan has also been a hindrance for the City to be able to apply for grant money from the Province and Federal governments as there is a requirement that a Plan be in place so that the funding agencies can see that what is being applied for is a priority for the community. Council approval of an Active Transportation Master Plan would provide staff with clear direction on the incorporation of active transportation measures into new development proposals and future road reconstruction projects.

In 2020, staff is proposing an update to the Transportation Master Plan and updates to our Trails Master Plan(s). A community group in Bobcaygeon also led and completed a successful active transportation plan in that community. Given the interest from the community, the desire for a co-ordinated active transportation network, and support for such a plan through Provincial and City Policy, staff are recommending that Council include the development of a City-wide Active Transportation Master Plan in the 2020 budget.

To whom it may concern.

My name is Andrew Girdler.

My wife and I bought a home in Dunsford on on Aug.30 of last year.

Having been a resident of Greenhurst Thurstonia for a year prior to our purchase, we were quite aware of the changing status of the dock space rental situation here.

To our great surprise, we found that when we went to apply for a dock space, we were told that there were no more spaces available and that the new system meant that even if a previous owner was not going to renew his or her lease, that the City of Kawartha Lakes was going to absorb that space for public access.

Then we heard that the entire lakefront was in the process of being surveyed and evaluated so that unmaintained docks would be cleaned up by the City and once again absorbed for public access! You can imagine my dismay and great concern at this development.

To specifically buy a home in this area and have a boat thrown in as part of the title and have no prospect of ever renting a dock space here is extremely frustrating.

I have five children and just recently welcomed my third grandchild onto the world and we live yards from Sturgeon Lake and have no possibility of enjoying a private dock and no place to moor my boat to further enjoy this beautiful lake or the entire Trent-Severin waterways for that matter!

In addition, I also understand the increasing liability that is faced by the City for such facilities but issues of insurance coverage is my concern and ultimate decision.

I would ask that City Council please reconsider the situation here and think of all future residents to this area and reconsider the issues of people like myself and change the policy regarding reassignment of dock space to families looking to own in the village of Greenhust- Thurstonia so they may enjoy the Lake along with their new home.

Yours truly,

Andrew Girdler