

# **The Corporation of the City of Kawartha Lakes**

## **AMENDED AGENDA**

### **REGULAR COUNCIL MEETING**

**CC2017-21**

**Tuesday, August 22, 2017**

**Closed Session Commencing at 1:00 p.m. Open Session Commencing at 2:00 p.m.**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

#### **MEMBERS:**

**Mayor Andy Letham**  
**Councillor Isaac Breadner**  
**Councillor Pat Dunn**  
**Councillor Doug Elmslie**  
**Councillor Gord James**  
**Councillor Gerard Jilesen**  
**Councillor Brian S. Junkin**  
**Councillor Rob Macklem**  
**Councillor Mary Ann Martin**  
**Councillor Gord Miller**  
**Councillor Patrick O'Reilly**  
**Councillor John Pollard**  
**Councillor Kathleen Seymour-Fagan**  
**Councillor Heather Stauble**  
**Councillor Stephen Strangway**  
**Councillor Andrew Veale**  
**Councillor Emmett Yeo**

**Accessible formats and communication supports are available upon request.**

1. CALL TO ORDER
2. ADOPTION OF CLOSED SESSION AGENDA
3. DISCLOSURE OF PECUNIARY INTEREST IN CLOSED SESSION ITEMS
4. CLOSED SESSION
  - 4.1 CC2017-21.4.1  
  
Closed Session Minutes, Regular Council Meeting  
July 11, 2017  
Municipal Act, 2001, s.239(b)(c)(d)(f)
  - 4.2 CC2017-21.4.2  
  
Steve Strangway, Councillor  
Lake Simcoe Region Conservation Authority  
The Township of Ramara  
Matter Which Another Body May Hold a Closed Meeting  
Municipal Act, 2001, s.239(2)(g)
  - 4.3 CC2017-21.4.3  
  
Robyn Carlson, City Solicitor  
Darmar-Tamlin Municipal Drain  
Verbal Report  
Appeal to the Agriculture, Food and Rural Affairs Appeal Tribunal  
Advice that is Subject to Solicitor-Client Privilege  
Municipal Act, 2001 s.239(2)(f)
  - 4.4 CC2017-21.4.4  
  
Robyn Carlson, City Solicitor  
Incident at Victoria Manor, December 2016 to January 2017  
Verbal Report  
Advice that is Subject to Solicitor-Client Privilege  
Litigation or Potential Litigation  
Municipal Act, 2001 s.239(2)(e)(f)



- 4.5 CC2017-21.4.5  
Ron Taylor, CAO  
Privileged and Confidential  
Verbal Report Staffing Updates  
Personal Matter about Identifiable Individuals  
Labour Relations or Employee Negotiations  
Municipal Act, 2001, s.239(2)(b)(d)

**5. OPENING CEREMONIES**

- 5.1 Call Open Session to Order
- 5.2 O Canada
- 5.3 Moment of Silent Reflection
- 5.4 Adoption of Open Session Agenda

**6. DISCLOSURE OF PECUNIARY INTEREST**

**7. MATTERS FROM CLOSED SESSION**

**8. PUBLIC INFORMATION**

- 8.1 Presentations
- 8.2 Invited Guests (Quarterly Basis)
- 8.3 Notices and Information by Members of Council and Staff
  - 8.3.1 Council
  - 8.3.2 Staff
- 8.4 Notice of Motion

**9. DEPUTATIONS**

- 9.1 CC2017-21.9.2  
Anna Rusak, Ontario Oral Health Alliance - Haliburton, Kawartha, Brock  
Chapter  
Ontario Oral Health Alliance's Dental Health Resolution  
Item 10.1.8 on the Agenda

- 9.2 CC2017-21.9.2
- Mark Wilson, Enbridge Gas  
Victoria Grains Natural Gas Expansion Project  
Item 10.1.4 on the Agenda
- 9.3 CC2017-21.9.3
- Kimberly Leadbeater  
Mary Lou Mills  
Haliburton, Kawartha, Pine Ridge District Health Unit  
Basic Income Guarantee  
Item 10.3.20 on the Agenda
- 9.4 CC2017-21.9.4
- Paul Brown  
Comments Regarding Farmhouse Severances and Farm Drainage  
Items 10.1.5 and 10.3.18 on the Agenda
10. **CONSENT MATTERS**
- RESOLVED THAT** all of the proposed resolutions shown in Section 10.1, 10.2 and 10.3 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered.
- 10.1 Correspondence
- 10.1.1 CC2017-21.10.1.1 21 - 22
- Lake Simcoe Region Conservation Authority  
The Township of Ramara
- RESOLVED THAT** the June 29, 2017 correspondence from the Lake Simcoe Region Conservation Authority, regarding The Township of Ramara, be received.
- 10.1.2 CC2017-21.10.1.2 23 - 24
- Doug Elmslie, Councillor  
Memorandum  
Request for Prohibited Parking Areas  
Coldstream Road in Rosedale

**RESOLVED THAT** the Memorandum from Councillor Elmslie regarding the Request for Prohibited Parking Areas on Coldstream Road in Rosedale, be received; and  
**THAT** staff review the issue of parking on Coldstream Road and report back to Council with options.

10.1.3      CC2017-21.10.1.3      25 - 26

Bob Ashmore  
Marilynne James  
Brian O'Connell  
St. Luke's Parish, Downeyville, Parish Finance Committee  
Request for 2018 Capital Budget Consideration, Sidewalk Installation

**RESOLVED THAT** the correspondence from St. Luke's Parish, Downeyville, Parish Finance Committee, regarding a request for sidewalk installation, be received.

10.1.4      CC2017-21.10.1.4      27 - 48

Mark Wilson, Enbridge Gas  
Victoria Grains Natural Gas Expansion Project

**RESOLVED THAT** the August 8, 2017 correspondence from Mark Wilson, Enbridge Gas, regarding Victoria Grains Natural Gas Expansion Project, be received.

10.1.5      CC2017-21.10.1.5      49 - 50

Agricultural Development Advisory Board  
Memorandum  
Farm House Severances

**RESOLVED THAT** the Memorandum from the Agricultural Development Advisory Board dated July 11, 2017, regarding Farm House Severances, be received;

**THAT** the City of Kawartha Lakes Council does not support the request by the Town of Lakeshore to the Province of Ontario for easing of restrictions on surplus dwelling severances in areas zoned agriculture; and

**THAT** this resolution be circulated to the Association of Municipalities for Ontario and Ontario Municipalities including the Town of Lakeshore.

10.1.6      CC2017-21.10.1.6      51 - 52

Pigeon Lake Trailer Park  
Correspondence Regarding the Clear Bag Program

	<b>RESOLVED THAT</b> the correspondence from the Pigeon Lake Trailer Park, regarding the Clear Bag Program, be received.	
10.1.7	CC2017-21.10.1.7  Kathleen Seymour-Fagan, Councillor Memorandum Request for Speed Study on Park Street, Bobcaygeon  <b>RESOLVED THAT</b> the Memorandum from Councillor Seymour-Fagan dated August 22, 2017 regarding a request for a speed study on Park Street in Bobcaygeon, be received; and <b>THAT</b> staff be instructed to conduct a speed study on Park Street in Bobcaygeon and report back by the end of Q4 of 2017.	53 - 53
10.1.8	CC2017-21.10.1.8  Anna Rusak, Ontario Oral Health Alliance - Haliburton, Kawartha, Brock Chapter Ontario Oral Health Alliance's Dental Health Resolution  <b>RESOLVED THAT</b> the correspondence from Anna Rusak, Ontario Oral Health Alliance - Haliburton, Kawartha, Brock Chapter, regarding the Ontario Oral Health Alliance's Dental Health Resolution, be received.	54 - 56
10.1.9	CC2017-21.10.1.9  Kim Creamer, Assistant Clerk, Town of Innisfil The Township of Ramara and The Lake Simcoe Region Conservation Authority  <b>RESOLVED THAT</b> the August 11, 2017 correspondence from the Town of Innisfil, regarding The Township of Ramara and The Lake Simcoe Region Conservation Authority, be received.	57 - 58
10.1.10	CC2017-21.10.1.10  Mark Masse, Clerk, Town of Lakeshore Farm House Severances Item 10.1.5 on the Agenda  <b>RESOLVED THAT</b> the April 28, 2017 correspondence from the Town of Lakeshore, regarding Farm House Severances, be received.	59 - 60

10.1.11	CC2017-21.10.1.11	61 - 61
	Andy Letham, Mayor Correspondence Regarding Victoria Grains-Natural Gas Expansion Project	
	<b>RESOLVED THAT</b> the July 6, 2017 correspondence from Mayor Letham, regarding Victoria Grains-Natural Gas Expansion Project, be received.	
10.2	Minutes from:	
10.2.1	Council	
10.2.1.1	CC2017-21.10.2.1.1	62 - 94
	Minutes, Regular Council Meeting July 11, 2017	
	<b>RESOLVED THAT</b> the Minutes of the July 11, 2017 Regular Council Meeting, be received and adopted.	
10.2.2	Committees of Council, Advisory Boards and Task Forces	
10.2.2.1	CC2017-21-10.2.2.1	95 - 98
	Draft Minutes, Executive Committee Meeting August 3, 2017	
	<b>RESOLVED THAT</b> the Draft Minutes of the August 3, 2017 Executive Committee Meeting, be received.	
10.3	Reports	
10.3.1	CAO2017-004	99 - 112
	Ron Taylor, CAO Memorandum of Understanding (MOU) between the City of Kawartha Lakes and City of Kawartha Lakes Public Library	
	<b>RESOLVED THAT</b> Report CAO2017-004, <b>Memorandum of Understanding (MOU) between the City of Kawartha Lakes and City of Kawartha Lakes Public Library</b> , be received; <b>THAT</b> the 2017 Memorandum of Understanding (MOU) as outlined in Appendix A to Report CAO2017-004, be approved; and <b>THAT</b> the Mayor and Clerk be authorized to execute the 2017 Memorandum of Understanding (MOU) between the City of Kawartha Lakes and City of Kawartha Lakes Public Library.	

10.3.2	MLE2017-007	113 - 140
	<p>Aaron Sloan, Manager Municipal Law Enforcement Long Beach Road Prohibited Parking Areas</p> <p><b>RESOLVED THAT</b> Report MLE2017-007, <b>Long Beach Road Prohibited Parking Areas</b>, be received;  <b>THAT</b> parking is prohibited on both sides of Long Beach Road from the center/crown at the corner to a point 50 metres west ending in front of # 429;  <b>THAT</b> parking is prohibited on both sides of Long Beach Road from the center/crown at the corner (area in front of 431) along the lake front north 784 m to end at the intersection of Rodman Dr. and Long Beach Road; and  <b>THAT</b> the necessary By-Law amendments, be forwarded to Council for adoption.</p>	
10.3.3	RS2017-010	141 - 152
	<p>Laura Carnochan, Law Clerk - Realty Services Surplus Declaration and Conveyance of Part of St. Thomas' Anglican Cemetery, legally described as Part of Lot 8, North of Portage Road, designated as Part 2 on Plan 57R-2197, in the former Geographic Township of Bexley, City of Kawartha Lakes</p>	

**RESOLVED THAT** Report RS2017-010, **Surplus Declaration and Conveyance of Part of St. Thomas' Anglican Cemetery, legally described as Part of Lot 8, North of Portage Road, designated as Part 2 on Plan 57R2197, in the former Geographic Township of Bexley, City of Kawartha Lakes**, be received;

**THAT** the subject property, legally described as Part of Lot 8, North of Portage Road, designated as Part 2 on Plan 57R2197, in the former Geographic Township of Bexley, City of Kawartha Lakes, be declared surplus to municipal needs;

**THAT** the conveyance of the subject property for nominal consideration be supported, notwithstanding sections 3.03 and 3.04 of By-law 2010-118 and pursuant to sections 1.2 and 1.3 of Policy C-2014-DEV-001, in accordance with the provisions of Registered Instrument 143084;

**THAT** notice be given in accordance with By-laws 2008-065 and 2010-118, as amended;

**THAT** on completion of the public notice, Council shall consider any deputation or public input in opposition of the conveyance, if any, and if appropriate, pass a By-law (with any amendments deemed necessary) to authorize its disposition; and

**THAT** the Mayor and Clerk be authorized to execute all legal closing documents required for the conveyance of the subject property.

10.3.4	CORP2017-023	153 - 159
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Mary-Anne Dempster, Director of Corporate Services  
Request to Rescind Electronic Mail Protocol Policy

**RESOLVED THAT** Report CORP2017-023, **Request to Rescind Electronic Mail Protocol Policy**, be received; and

**THAT** Electronic Mail Protocol Policy (024 ADM 002) be rescinded and that staff be instructed to update the policy section in SharePoint.

10.3.5	PUR2017-037	160 - 210
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Marielle van Engelen, Buyer  
Richard Monaghan, Senior Engineering Technician  
Emergency Procurement Public Works Material Storage Structures at Hartley Depot and Lindsay Depot

**RESOLVED THAT** Report PUR2017-037, **2017-71 Emergency Procurement – Public Works Material Storage Structures at Hartley Depot and Lindsay Depot**, be received;  
**THAT** Project (991160601) Oakwood Depot Secure Storage Expansion be closed with the remaining balance of \$32,585 being put into the Capital Projects Reserve;  
**THAT** Project (991170202) Fenelon Depot Sand Dome be closed with the remaining balance of \$65,000 being put into the Capital Projects Reserve;  
**THAT** the emergency work for Project (991170301) Hartley Sand Dome and Salt Shed Demolition, in the amount of \$40,000, be funded from the Capital Projects Reserve; and  
**THAT** the emergency work for Project (991170302) Lindsay Salt Shed Rehabilitation, in the amount of \$45,000, be funded from the Capital Projects Reserve.

10.3.6	PUR2017-043	211 - 214
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Ashley Wykes, Buyer  
 Enzo Ingrubelli, Transit Supervisor  
 Proposal 2017-75-CP Scheduling Software for Limo Specialized Transit

**RESOLVED THAT** Report PUR2017-043, **Proposal 2017-75-CP Scheduling Software for Limo Specialized Transit**, be received;  
**THAT** TripSpark Technologies ULC of Mississauga be selected for the award of Proposal 2017-75-CP Scheduling Software for Limo Specialized Transit for the proposed cost of \$125,893 plus HST;  
**THAT** subject to the receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreement to award Proposal 2017-75-CP; and  
**THAT** the Purchasing Division be authorized to issue a purchase order.

10.3.7	PUR2017-044	215 - 219
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Marielle van Engelen, Buyer  
 Todd Bryant, Manager of Fleet and Transit Services  
 Tender 2017-66-CT Removal and Replacement of Bus Shelters at Specified Locations



**RESOLVED THAT** Report PUR2017-044, **Tender 2017-66-OT Removal and Replacement of Bus Shelters at Specified Locations**, be received;  
**THAT** Daytech Limited of Toronto be selected for the award of Tender 2017-66-CT Removal and Replacement of Bus Shelters at Specified Locations for the tender price of \$187,725.00 plus HST;  
**THAT** Capital Project (994172402) funding be increased by \$83,029 from the Transit Dedicated Gas Tax Reserve; and  
**THAT** the Purchasing Division be authorized to issue a purchase order.

10.3.8 PUR2017-045 220 - 232

Ashley Wykes, Buyer  
 Emergency Procurement of HVAC Systems at Specified Locations

**RESOLVED THAT** Report PUR2017-045, **Information Report for an Emergency Procurement for the replacement of HVAC Systems at Specified Locations**, be received; and  
**THAT** the emergency work for project 9531706 HVAC – Emergency Replacements in an amount up to \$23,413.00 be funded from the Capital Projects Reserve.

10.3.9 PUR2017-046 233 - 235

Ashley Wykes, Buyer  
 Janine Mitchell, Manager Social Services  
 Proposal 2017-76-OP Development and Implementation of the Ontario Early Years Child and Family Centre

**RESOLVED THAT** Report PUR2017-046, **Proposal 2017-76-OP Development and Implementation of the Ontario Early Years Child and Family Centre**, be received;  
**THAT** Ontario Early Years Centre Haliburton Victoria Brock be selected for the award of Proposal 2017-76-OP Development and Implementation of the Ontario Early Years Child and Family Centre for the proposal cost of \$1,010,119; and  
**THAT** subject to the receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreement to award Proposal 2017-76-OP.

10.3.10 PUR2017-047 236 - 239

Launa Lewis, Buyer  
 2017-86-CT Single Source for Lindsay Water Pollution Control Plant Lagoon 6 Retrofit

**RESOLVED THAT** Report PUR2017-047, **2017-86-CT Single Source for Lindsay Water Pollution Control Plant Lagoon 6 Retrofit**, be received;  
**THAT** Ontario Clean Water Agency (OCWA) of Bobcaygeon, be selected for the award of Single/Sole Source Approval of the Lindsay Water Pollution Control Plant Lagoon 6 Retrofit for the tendered price of \$138,350.86 plus HST;  
**THAT** additional total financing of \$67,520 be approved for Project (998151201) Lindsay Water Pollution Control Plant Upgrade – Lagoon 6 Retrofit, with \$52,980 in funding from the Sewer Infrastructure Reserve and \$14,540 from Development Charges;  
**THAT** subject to the receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreement to award the work; and  
**THAT** the Purchasing Division be authorized to issue a purchase order.

10.3.11      ENG2017-010      240 - 254

Joseph Kelly, Senior Engineering Technician  
Request for Traffic Control - King Street and St. David Street and Logie Street

**RESOLVED THAT** Report ENG2017-010, **Request for Traffic Control – King Street and St. David Street and Logie Street**, be received;  
**THAT** an all-way stop be installed at the intersection of King Street and St. David Street/Logie Street;  
**THAT** the necessary by-law for the above recommendation be forwarded for adoption; and  
**THAT** the Mayor and Clerk be authorized to execute any documents required by the approval of this decision.

10.3.12      ENG2017-013      255 - 277

Joseph Kelly, Senior Engineering Technician  
Consolidated Speed Review on Various Roads

**RESOLVED THAT** Report ENG2017-013, **Consolidated Speed Review on Various Roads**, be received;  
**THAT** the speed limit of Hickory Beach Road from CKL Rd 30 to a point 500m north of North Bayou Rd be posted at 60 km/h;  
**THAT** the speed limit of Hickory Beach Road from a point 500m north of North Bayou Rd to the south end be posted at 50 km/h;  
**THAT** Edgewood Drive, Parkhill Drive, and Oakwood Drive have the Speed By-law match their posted speed of 50 km/h by moving their entries from Schedule "C" to Schedule "D" of By-law 2005-328;  
**THAT** the speed limit of Laidlaw Drive from Balsam Lake Drive to a point 650m south be posted at 60 km/h;  
**THAT** the speed limit of Laidlaw Drive from a point 650m south of Balsam Lake Drive to the south end be posted at 40 km/h;  
**THAT** the speed limit of Raven Lake Road from South Mountain Road to the north end be posted at 50 km/h;  
**THAT** the speed limit of North Bay Drive from a point 1200m south of CKL Rd 48 to the west end be posted at 40 km/h;  
**THAT** the speed limit of Kenhill Beach Road from Thurstonia Road to the east end be posted at 40 km/h;  
**THAT** the necessary by-law for the above recommendations be forwarded for adoption; and  
**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this decision.

10.3.13

ENG2017-014

278 - 299

Joseph Kelly, Senior Engineering Technician  
 Request for Traffic Control - Durham Street West and Adelaide Street South, Albert Street North and Pottinger Street

**RESOLVED THAT** Report ENG2017-014, **Request for Traffic Control Durham Street West and Adelaide Street South, Albert Street North and Pottinger Street**, be received;  
**THAT** an all-way stop be installed at the intersection of Durham Street West and Adelaide Street South;  
**THAT** an all-way stop be installed at the intersection of Albert Street North and Pottinger Street;  
**THAT** the necessary by-law for the above recommendations be forwarded for adoption; and  
**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this decision.

10.3.14	ENG2017-015	300 - 306
	Joseph Kelly, Senior Engineering Technician Request for Traffic Control - Sturgeon Point Road and Golf Links Road	
	<b>RESOLVED THAT</b> Report ENG2017-015, <b>Request for Traffic Control – Sturgeon Point Road and Golf Links Road</b> , be received; <b>THAT</b> the existing 40 km/h zone on Sturgeon Point Road be extended to a point 100 metres north of Golf Links Road; <b>THAT</b> the necessary by-law for the above recommendation be forwarded for adoption; and <b>THAT</b> the Mayor and Clerk be authorized to execute any documents required by the approval of this decision.	
10.3.15	HS2017-004	307 - 310
	Rod Sutherland, Director of Human Services Victoria Manor Management Agreement Extension	
	<b>RESOLVED THAT</b> Report HS2017-004, <b>Victoria Manor Management Agreement Extension</b> , be received; <b>THAT</b> the Amending Agreement between the Corporation of the City of Kawartha Lakes and Sienna Senior Living Inc. extending the term of the Victoria Manor Management Agreement to November 30, 2017, substantially in the form of Appendix A to Report HS2017-004, be approved subject to any required approval by the Ministry of Health and Long Term Care; and <b>THAT</b> the Mayor and City Clerk be authorized to execute any documents and agreements required by the approval of this Letter.	
10.3.16	PLAN2017-054	311 - 316
	David Harding, Planner I A By-law to Deem Lots 20 and 21, Registered Plan 184, Geographic Township of Somerville, being 26 Birch Glen Drive (Collings)	
	<b>RESOLVED THAT</b> Report PLAN2017-054, <b>Collings – D30-17-004</b> , be received; <b>THAT</b> a Deeming By-law respecting Lots 20 and 21, Registered Plan 184, substantially in the form attached as Appendix C to Report PLAN2017-054, be approved and adopted by Council; and <b>THAT</b> the Mayor and Clerk be authorized to execute any documents required by the approval of this application.	

10.3.17	PLAN2017-055	317 - 325
	David Harding, Planner I A By-law to Deem Lot 16, Registered Plan 79, Geographic Township of Mariposa, being 454 Eldon Road (Mutton and Frey)	
	<b>RESOLVED THAT</b> Report PLAN2017-055, <b>Mutton and Frey – D30-17-005</b> , be received; <b>THAT</b> a Deeming By-law respecting Lot 16, Registered Plan 79, substantially in the form attached as Appendix D to Report PLAN2017-055, be approved and adopted by Council; and <b>THAT</b> the Mayor and Clerk be authorized to execute any documents required by the approval of this application.	
10.3.18	ED2017-007	326 - 329
	Kelly Maloney, Economic Development Officer - Agriculture Farm Drainage	
	<b>RESOLVED THAT</b> Report ED2017-007, <b>Farm Drainage</b> , be received; and <b>THAT</b> staff develop a Terms of Reference for Council approval of a Drainage Issues Task Force to review the City's municipal drain program and recommend potential improvements and efficiencies to that program for Council's consideration.	
10.3.19	ED2017-016	330 - 474
	Rebecca Mustard, Manager of Economic Development City of Kawartha Lakes Economic Development Strategy	
	<b>RESOLVED THAT</b> Report ED2017-016, <b>City of Kawartha Lakes Economic Development Strategy</b> , be received; and <b>THAT</b> the Economic Development Strategy as outlined in Appendix A to Report ED2017-016 be approved and adopted by Council.	
10.3.20	HS2017-003	475 - 483
	Rod Sutherland, Director of Human Services Basic Income Pilot Update	
	<b>RESOLVED THAT</b> Report HS2017-003, <b>Basic Income Pilot Update</b> , be received.	

10.4	Items Extracted from Consent	
10.4.1	<i>PUR2017-048</i>	484 - 486
	Launa Lewis, Buyer 2017-74-CT Eldon Landfill Expansion Phase III Stage 1 Construction	
	<b>RESOLVED THAT</b> Report PUR2017-048, <b>2017-74-CT Eldon Landfill Expansion Phase III Stage 1 Construction</b> , be received; <b>THAT</b> Four Brothers Construction of Woodville, be awarded for the 2017-74-CT Eldon Landfill Expansion Phase III Stage 1 Construction, for the tendered price of \$1,023,608.00 plus HST; <b>THAT</b> capital project 997151201 (WM1512) Eldon Landfill – Phase 3 Approvals be closed and its expenditures and funding be incorporated into capital project 932161201 (WM1612) Eldon Landfill Construction of Phase 3 – Stage 1; <b>THAT</b> additional funding of \$215,630 be approved for Project (997161201) Eldon Landfill Construction of Phase 3 – Stage 1 from the Capital Reserves; <b>THAT</b> subject to receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreements to award the contract to Four Brothers Construction; and <b>THAT</b> the Purchasing Division be authorized to issue a Purchase Order.	
11.	<b><u>COMMITTEE OF THE WHOLE</u></b>	
12.	<b><u>COMMITTEE OF THE WHOLE AND PLANNING COMMITTEE MINUTES</u></b>	
12.1	CC2017-21.12.1  Minutes, Planning Advisory Committee Meeting August 16, 2017	487 - 494
13.	<b><u>CORRESPONDENCE AND PETITIONS</u></b>	
13.1	CC2017-21.13.1  Carol Aird Sandy Clayton Jean Paton Petition Regarding the Regulation Short Term Property Rentals in the City of Kawartha Lakes including View Lake	495 - 498
14.	<b><u>OTHER OR NEW BUSINESS</u></b>	

**15. BY-LAWS**

**RESOLVED THAT** the By-Laws shown in Section 15.1 of the Agenda, namely: Items 15.1.1 to and including 15.1.19 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**15.1 By-Laws by Consent**

**15.1.1 CC2017-21.15.1.1 499 - 500**

A By-Law to Establish and Assume a Parcel of Land Legally Described as Part Lots 13, 14, 15, 16, 17, and 18 on Registered Plan No. 365 Designated as Parts 1, 2, 3, 4, 5, and 6 on Plan 57R4042; in the Township of Emily, City of Kawartha Lakes, being Part of PIN: 63259-0208 (LT) as Part of Carlton Crescent

**15.1.2 CC2017-21.15.1.2 501 - 502**

A By-Law to Authorize the Sale of Municipally Owned Property Legally Described as Lot 21, Registered Plan 239, in the Geographic Township of Eldon, City of Kawartha Lakes Described as Part 1 on Plan 57R10533 Being Pin: 63171-0267 (LT)

**15.1.3 CC2017-21.15.1.3 503 - 504**

A By-Law to Establish and Assume a Parcel of Land Legally Described as Part Block M Plan 119; Part 1 on Plan 57R7720; in the Village of Woodville, City of Kawartha Lakes, being Part of PIN: 63181-0104 (LT) as Part of Beech Street

**15.1.4 CC2017-21.15.1.4 505 - 506**

A By-Law to Authorize the Acquisition of Lot 1 and Part of Lot 2 West of River Street, Registered Plan No. 9p (being a Subdivision of Part of Park Lot G, Registered Plan No. 8p) described as Part 1 on Plan 57R-7791, in the Town of Lindsay, City of Kawartha Lakes, being PIN: 63233-0349 (LT)

**15.1.5 CC2017-21.15.1.5 507 - 508**

A By-Law to Authorize the Acquisition of William Street on Plan 333 (aka Stanley Road) designated as Part 2 on Plan 57R-8983, in the Geographic Township of Eldon, City of Kawartha Lakes, being Part of PIN: 63171-0422 (LT)

15.1.6	CC2017-21.15.1.6	509 - 509
	A By-law to Amend By-law Number 2017-079, being A By-law To Establish 2017 Tax Ratios in the City of Kawartha Lakes (Amendment No. 1)	
15.1.7	CC2017-15.1.7	510 - 579
	A By-law to Authorize the Execution of an Agreement between Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure and The Corporation of the City of Kawartha Lakes for funding under the Clean Water and Wastewater Fund (CWWF)	
15.1.8	CC2017-15.1.8	580 - 581
	A By-law to Repeal All Existing By-laws Regulating Culverts and Entranceways	
15.1.9	CC2017-15.1.9	582 - 582
	A By-law to Deem Part of a Plan of Subdivision, Previously Registered for Lands within Kawartha Lakes, Not to be a Registered Plan of Subdivision in accordance with the Planning Act PIN #63119-0897(LT), described as Lots 20 and 21, Plan 184, Geographic Township of Somerville, now City of Kawartha Lakes (Collings)	
15.1.10	CC2017-21.15.1.10	583 - 583
	A By-law to Deem Part of a Plan of Subdivision, Previously Registered for Lands within Kawartha Lakes, Not to be a Registered Plan of Subdivision in accordance with the Planning Act PIN # 63191-0151(LT), described as Lot 16, Plan 79, Geographic Township of Mariposa, now City of Kawartha Lakes (Mutton and Frey)	
15.1.11	CC2017-21.15.1.11	584 - 584
	A By-law to Repeal By-law Number 2005-77, being a By-law to Designate and Regular A Reduced Load Period Affecting the Highways in Kawartha Lakes	
15.1.12	CC2017-21.15.1.12	585 - 586
	A By-law to Appoint an Acting City Clerk for the City of Kawartha Lakes	
15.1.13	CC2017-21.15.1.13	587 - 587
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June 29, 2017

**Via email only to Regional and Municipal Clerks**

Chairs, Mayors and Members of Council  
LSRCA Member Municipalities

Dear Chairs, Mayors and Members of Council:

**Re: The Township of Ramara**

I am writing to inform you that the Township of Ramara (Ramara) has appealed the Lake Simcoe Region Conservation Authority's (LSRCA) levy apportionment for 2017 and has informed LSRCA that it no longer wishes to be a member. While rationale for this decision has not been provided in writing, Ramara Mayor and Council did imply during a meeting that the municipality is not getting a fair return on its investment and that LSRCA is limiting Ramara's ability to grow.

The current levy apportionment to Ramara is approximately \$42,213, which funds core programming and services such as water risk management (flood forecasting and warning, hazard mapping, implementation of the Section 28 regulations including enforcement, plan review), integrated watershed management (development and implementation of subwatershed plans, source water protection), as well as corporate services support (administration and basic operations).

Currently, Ramara is a member of LSRCA, and accordingly LSRCA is required through provincial legislation to deliver specific core services to its member municipalities. LSRCA is expending significant resources to deliver water risk and integrated watershed management programs within Ramara and is resolute that the benefiting municipality should be responsible for its share of funds to cover these expenses. The consequences of Ramara's non-payment of its levy would shift this financial burden to our other member municipalities, an outcome that is neither fair nor equitable, and LSRCA will be seeking a ruling to ensure that Ramara continues to pay its fair share of the levy as required.

Ramara's appeal has been made through the *Conservation Authorities Act*, Section 27, to the Mining and Lands Commission and will result in a hearing where upon both parties will present their cases for judgement. As the outcome of the hearing will directly impact each municipality as a funding partner, each member municipality will have the option to attend and represent its own interests at the hearing. As this could require significant municipal staff time and resources, instead I would like to recommend an alternate approach which would still be as impactful as your municipality's attendance at the hearing. This alternate approach involves gaining each member municipality's support by way of a resolution of support that would

Chairs, Mayors and Members of Council  
LSRCA Member Municipalities  
June 29, 2017  
Page 2

request that the Township of Ramara be directed to pay its share of LSRCA's 2017 levy. The resolutions would be introduced during the hearing to support LSRCA's position that Ramara be held accountable and pay its fair and equitable share towards the provincially mandated programs being delivered by LSRCA.

Ramara's suggestion that they are not receiving good return on their investment is totally unfounded as they have benefited financially probably more than any other municipality in the watershed. The costs to undertake hazard mapping, subwatershed plans and fund remedial projects have largely been resourced through LSRCA's partnerships with the Federal and Provincial governments, as well as the Lake Simcoe Conservation Foundation and other interest groups. From 2010 to 2016, a total of 146 remedial projects were completed in Ramara at a total cost of more than \$2.4 million dollars. The total investment by Ramara towards these programs for this period was \$105,844, which equates to a return of more than \$23 dollars for every \$1 invested. Costs associated with completing the subwatershed planning totalled approximately \$234,000, of which Ramara contributed \$37,500 resulting in a return of \$5 dollars for every \$1 dollar invested. Other services such as education and engagement, environmental monitoring, and a host of support services associated with implementation of the Lake Simcoe Protection Act and Plan have been provided at no cost to Ramara.

It truly is unfortunate that Ramara does not recognize the value of its membership with LSRCA and is opting to discontinue this partnership. However, until such time as Ramara is successful in its bid to leave, LSRCA will not only continue to provide the provincially mandated and legislated program and services but will also seek Ramara's financial support to help cover these costs.

Your municipality's role and continued support as a member of LSRCA is very much appreciated and is integral to LSRCA's success in achieving our mission to work with our community to protect and restore Lake Simcoe and its watershed.

Should you have any questions or require additional information, please do not hesitate to contact me at this office.

Sincerely,



Mike Walters  
Chief Administrative Officer

copy: LSRCA Board of Directors



## Memorandum

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Date: July 4, 2016

To: Mayor and Council

From: Councillor Elmslie

Re: Coldstream Rd. in Rosedale, Ward 6

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### **Background:**

A citizen request has been received to create prohibited parking areas on Coldstream Rd. in Rosedale.

Coldstream Rd. is a paved dead end road that is located in Rosedale that services the Dewey's Island residential parking area, residential dwellings, a trailer park, boat launches and a marina. The roadway often becomes congested due to vehicles, with or without boat trailers attached, being parked on both sides of the road thereby reducing the overall access and width. Municipal Law Enforcement has received numerous complaints about the restriction on the roadway suggesting that the width has become very restrictive during parking events and on the weekends.

Currently, parking is permitted on both sides of this roadway.

This memorandum is being brought forward to request that direction be provided to staff to research and provide a report back to Council with respect to the citizen request to add *prohibited parking areas* on Coldstream Rd. in Rosedale. Staff have attended the area and is prepared to invite the citizens and businesses that reside along this roadway to provide comments with respect to the proposed changes.

The purpose of the parking regulation is to assist in the safe movement of traffic, to ensure public safety and to allow for the safe and efficient passage of emergency vehicles.



**Recommendation:**

Resolved **THAT** the memorandum from Councillor Elmslie regarding Coldstream Rd. Rosedale, be received; and

**THAT** staff review the issue of parking and report back to Council with options.


The City of Kawartha Lakes  
26 Francis Street, P.O. Box 9000  
Lindsay, Ontario, K9V 5R8

RECEIVED  
JUL 24 2017  
OFFICE OF THE CITY CLERK  
KAWARTHA LAKES

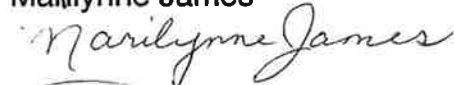
Attention: Mayor and Council.

The St. Luke's Parish, Downeyville, Parish Finance Committee is requesting consideration for the 2018 capital budget to have approximately 200 ft. of curb faced sidewalk installed on city property along the front of church and parish hall. Existing concrete curbs have deteriorated badly or have disintegrated completely. A curb faced sidewalk would resolve the issue with existing curbs and provide a much needed safe passageway for pedestrians.

Thank you,  
St. Luke's Parish Finance Committee:  
Bob Ashmore, Chairperson.

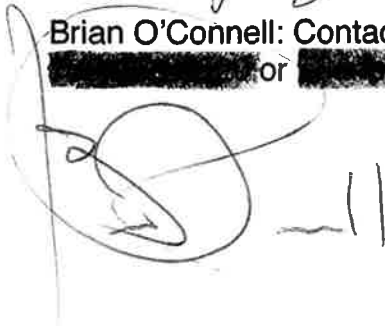


Marilynne James



Brian O'Connell: Contact

[Redacted] or [Redacted]





July 17, 2017

Mr. Juan Rojas  
Director of Engineering and Assets  
City Hall  
City of Kawartha Lakes  
26 Francis Street  
Lindsay ON K9V 6H7

Dear Mr. Rojas,

We understand that planning/budgeting is underway for projects related to roadwork and sidewalks for 2018, and we've been alerted to the efforts of some constituents with regard to a possible project in Downeyville.

In discussion with some parishioners of St. Luke the Evangelist Roman Catholic Church, on St. Luke's Road, Downeyville, we are writing this letter in support of their efforts to advocate for repairs to existing curbing along the road and for the installation of some sidewalks between the church and parish hall. Students, parents and staff of St. Luke Catholic Elementary School would be appreciative of the safety improvements as we access the church, parish hall, and parking lots on a regular basis.

Sincerely,

Isabel Grace, CPA CA  
Superintendent of Business & Finance



Enbridge  
500 Consumers Road  
North York, Ontario M2J 1P8  
Canada

August 8, 2017

Dear Mayor and Members of Council,

**Re: Application to Serve Victoria County Grains under the 2017 Ontario Natural Gas Grant Program**

As you know, Ontario's Natural Gas Grant Program provided financial support for natural gas expansion through two distinct project streams – the Expansion Projects Stream (\$70M) and the Economic Development Projects Stream (\$30M).

Through the Expansion Projects Stream, we aim to make possible the projects to deliver natural gas to the communities of Fenelon Falls and Bobcaygeon. We appreciate your support thus far in this endeavor. Applications have been submitted.

The Economic Development Projects Stream aims to support projects that convert businesses to natural gas or extend natural gas service to them. Candidates include registered farming businesses and/or agri-businesses. We are pleased to advise that we have submitted an application for funding to connect a local City of Kawartha Lakes business, Victoria County Grains.

In a letter of support received from Mayor Letham, this opportunity was described as a "true win-win scenario" – providing an opportunity to strengthen a local business, while at the same time, lower greenhouse gas emissions in the community. Victoria County Grains has also supported our application and acknowledged the significant economic advantage access to natural gas can deliver to them.

As with the Expansion Projects Stream, the Natural Gas Grant Program requires the financial support of the municipality for economic development projects as well. The contribution of the City of Kawartha Lakes would be equal to the incremental increase in annual municipal property taxes attributed to the assets we construct in the City of Kawartha Lakes to complete the project to serve Victoria County Grains for the first 10 years they are in service. The total 10-year contribution is estimated to be \$80,000.00 – revenue that would be waived such that it could be directed to funding the project.

A Resolution passed by Council is required to demonstrate the municipality's financial commitment to the project. Unfortunately, there was insufficient opportunity to bring a Resolution to Council before the application deadline of July 31<sup>st</sup>. In lieu of the Resolution, a placeholder was provided in our submission. We look to fulfil that



requirement and request Council consider the Draft Resolution and related documents attached at its meeting of August 22<sup>nd</sup>, 2017.

We will be in attendance and available to respond to questions when this item is considered.

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be 'Mark Wilson', written in a cursive style.

Mark Wilson  
Sr. Advisor, Municipal Affairs

THE CORPORATION OF THE CITY OF KAWARTHA LAKES

**RESOLUTION**

---

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_

WHEREAS the Province is supporting the building of new natural gas infrastructure in order to expand access to more communities and to accelerate projects with economic development potential through its \$100 million Ontario Natural Gas Grant Program (the Program); and

WHEREAS Enbridge Gas Distribution Inc. has applied through the Program to expand services to Victoria County Grains under the Program's Economic Development Projects Stream (\$30 million); and

WHEREAS in accordance with the Program, Enbridge Gas Distribution Inc. requires a Council resolution in support of a municipal financial contribution towards the project to serve Victoria County Grains.

**BE IT RESOLVED:**

1. That this Council recognizes the benefits of access to natural gas for existing business operations in the City of Kawartha Lakes, in providing significant advantage in the form of cost savings, reliability improvements, and emission reductions, essential for business to remain competitive; and
2. That this Council supports natural gas expansion to serve Victoria County Grains; and
3. That this Council fully supports the new mechanisms to finance expansion that were approved by the Ontario Energy Board and necessary to make service to Victoria County Grains possible; and
4. That this Council commits to the project to serve Victoria County Grains, an annual financial contribution – equal to the municipal portion of the property tax that would be recovered on the newly constructed natural gas infrastructure

in the City of Kawartha Lakes to serve Victoria County Grains for a period of 10 years, beginning from the time that the additional property taxes first become due.

Certified to be a true copy of a resolution passed by the Council of the Corporation of the City of Kawartha Lakes on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

---

Clerk



# **Natural Gas Grant Program**

## **2017 PROGRAM GUIDELINES**

**MINISTRY OF INFRASTRUCTURE**

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## Program Overview

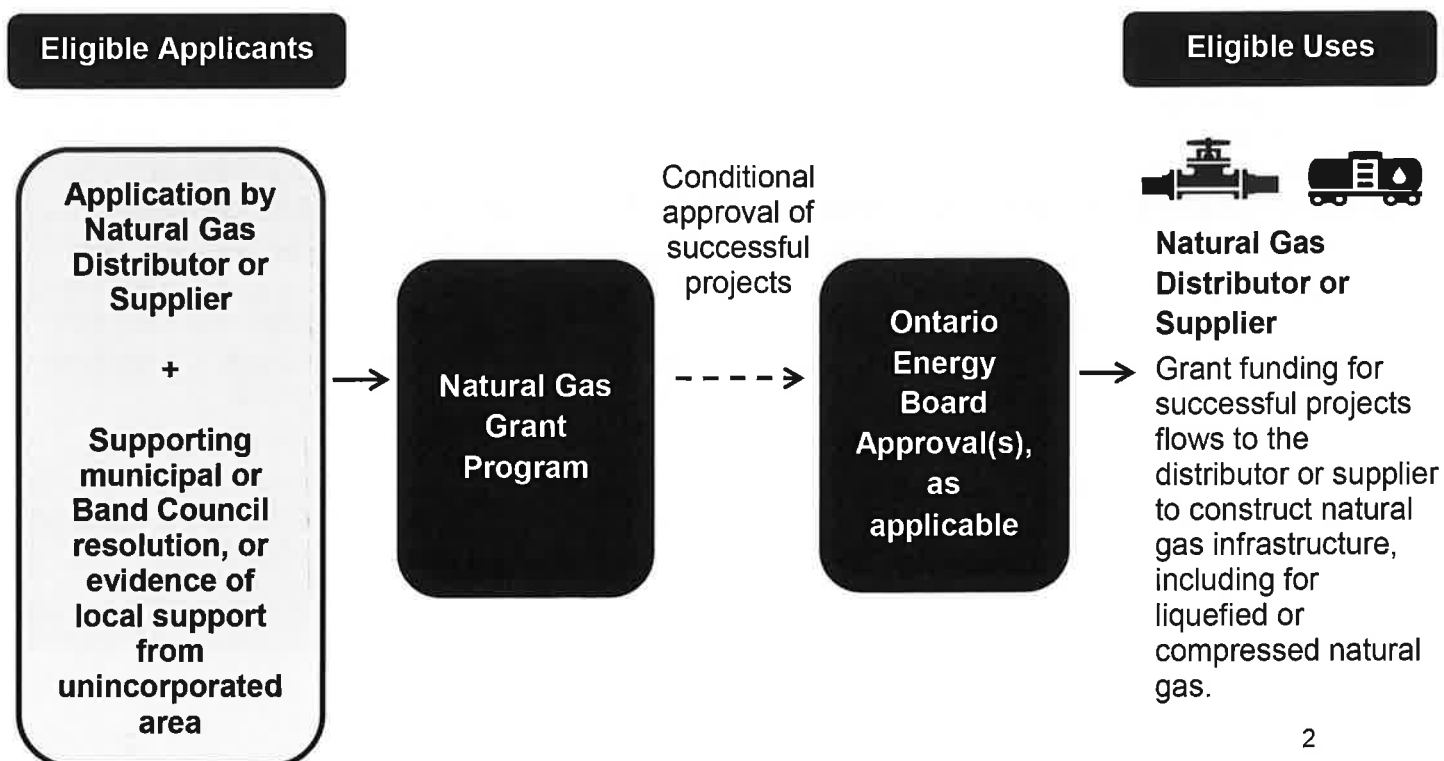
The province is helping expand natural gas access to more communities in Ontario through the new **\$100 million Natural Gas Grant Program** ("the Grant Program"). The Grant Program is part of *Moving Ontario Forward*; the province's \$31.5 billion plan to invest in public transit, transportation and other priority infrastructure over ten years.

The objective of the Grant Program is to support the building of new natural gas infrastructure in order to **expand access** to more communities and to accelerate projects with **economic development** potential, especially in First Nations, northern and rural communities. To support both these objectives, the Grant Program includes two funding streams – an Expansion Projects Stream and an Economic Development Projects Stream (see pg. 5 for details).

The Grant Program is open to expansion projects in municipalities, First Nations and unincorporated areas. Projects to expand natural gas pipelines as well as liquefied or compressed natural gas infrastructure are eligible. Applications to the Grant Program are made by the natural gas distributor or supplier. Applications must be accompanied by a supporting resolution from the municipality or First Nation or, in the case of unincorporated areas, other evidence of local support.

The costs of converting heating equipment (such as furnaces, ducting, etc.) and connecting individual properties to pipelines are **not** eligible under the Grant Program.

The application process is as follows:



## APPLYING UNDER THE GRANT PROGRAM

Applications to the Grant Program should be made by the distributor or supplier. This includes ensuring there is adequate demand, proposed rates are appropriate, contributions from municipalities and First Nations are utilized where possible, and opportunities for local partnerships and alignment with other infrastructure works occurring along the same corridor (e.g., broadband, water and wastewater infrastructure, etc.) are being leveraged.

### Assess Demand and Benefits

Distributors/suppliers work with the municipality, First Nation or unincorporated area to determine the demand for natural gas and any expected economic benefits resulting from natural gas access (for projects under the Economic Development Projects Stream). This includes surveying households, businesses, industry, schools, hospitals, etc. to gauge potential customer interest at various rates and associated savings in energy costs, as well as engaging with larger energy users such as agricultural producers, agribusinesses and other local industries that could benefit from increased natural gas access. These calculations should reflect current and projected energy costs, including cap and trade costs and reductions in the cost of electricity.



### Determine Costs and Timelines

Distributors/suppliers determine the cost of providing servicing as well as mapping out required approvals from the Ontario Energy Board and estimated timelines.



### Determine Financial Need

If it is economical to expand natural gas access in the area (i.e., the distributor or suppliers' anticipated revenues are sufficient to cover the expansion costs), the project should proceed without assistance from the Grant Program. This calculation must utilize stand-alone rates or surcharges made available under the Ontario Energy Board's recent decision on the framework for natural gas expansion in Ontario (more information is available under "EB-2016-0004" at [www.ontarioenergyboard.ca](http://www.ontarioenergyboard.ca)).

Where expansion is not economical, distributors or suppliers may apply to the Grant Program. The grant amount requested should be net of contributions from the municipality or First Nation equivalent, at minimum, to the property tax (or other applicable levies in the case of First Nations) that would be recovered on the new infrastructure being built for a period of 10 years. Where necessary, applicants may explain why such a contribution from the municipality or First Nation is not feasible.

In some areas, the cost of building gas pipelines is too large relative to the revenues that could be recovered. In these instances, one option is to examine liquefied or compressed natural gas as an alternative. Liquefied or compressed natural gas is delivered using surface transportation (i.e., trucks) to a local distribution center in the community. By avoiding the need to lay down long-distance transmission pipelines, this method can be a cost-effective alternative for some communities.



Continued on next page

Continued from previous page



## **WHEN APPLYING TO THE GRANT PROGRAM:**

### **Submit Application Form and Supporting Documentation**

Applications to the Grant Program should be made by the distributor or supplier. In parallel, the municipality or First Nation must submit a council or band council resolution in support of gaining natural gas for their jurisdiction (irrespective of the distributor or supplier providing the services, in cases where there are multiple parties interested in servicing the area). The resolution may be submitted with the application or sent separately to the Grant Program administrator.

## **IF SUCCESSFUL UNDER THE GRANT PROGRAM:**

### **Seek Approval(s) from the Ontario Energy Board**

Approvals under the Grant Program will be conditional on the natural gas project receiving all necessary approvals from the Ontario Energy Board to proceed. Project details submitted to the Ontario Energy Board for approval must be materially the same as the project details submitted for review under the Grant Program, otherwise grant approvals may be withdrawn. Grant funding would flow to successful distributor/supplier after the project has received approval from the Ontario Energy Board to proceed.

### **Enter into a Contract with a Municipality or First Nation**

The natural gas distributor or supplier should enter into a contractual agreement with Municipalities and First Nations making contributions to the natural gas expansion project. See sample tip sheet at the end of the guidelines.



## Program Guidelines

### 1. Who can apply?

Applications to the Grant Program must be made by the natural gas distributor or supplier, working with the municipality, First Nation or unincorporated area where the project is located, as necessary.

### 2. What types of projects are eligible?

To ensure the Grant Program supports both improved access to natural gas as well as economic development in communities, there are two separate project streams:

- **Expansion Projects Stream (\$70 million planned allocation\*)**: supports projects that are primarily about converting residential customers to natural gas. Only projects to service unserved communities are eligible.
- **Economic Development Projects Stream (\$30 million planned allocation\*)**: supports projects that are primarily about converting businesses (e.g., farms, manufacturing facilities, mining operations, forestry operations, etc.) to natural gas or expanding service to businesses. Projects must benefit one or more of the following:
  - Rural Ontario (defined as Statistics Canada's census subdivisions, including lower-tier and single-tier municipalities, with population less than 100,000 and/or density of 100 people per km<sup>2</sup> or less)
  - Registered farming businesses (as defined under the *Farm Registration and Farm Organizations Funding Act, 1993*) and/or agri-businesses, including grain elevators, feed manufacturing facilities and crop input supply businesses
  - First Nations
  - Unincorporated areas

\*These are initial allocations and may be changed based on program demand.

All projects must be for net new connections or increased volumes of natural gas. Prospective connections (e.g., connections to new residential or commercial developments that have not yet been built) should be excluded from applications under the Expansion Stream. Prospective connections (e.g., attraction of new business and investments) may be included under the Economic Development Stream with appropriate supporting evidence showing when these connections would occur and how they would benefit the area.

### 3. What project costs are eligible?

Under both streams, grant funding may be used towards:

- Capital projects to build new natural gas pipelines or compressors and other related capital works.
- Capital projects to build liquefied or compressed natural gas infrastructure, including pipelines, compressors, liquefaction facilities, regasification facilities, storage facilities and other related capital works.

Operational and maintenance costs and the cost of purchasing gas are not eligible under the Grant Program. Full list of eligible costs will be provided as part of grant agreements.

### 4. What is the role of municipalities and First Nations?

Applications will only be considered where Municipalities and First Nations:

- **Make a financial contribution towards project costs.** The contribution should be, at minimum, equivalent to the property tax (or other levies in the case of First Nations) that would be recovered on the new infrastructure being built for a period of 10 years. How this contribution will be made (e.g., up front or over time, through municipal loans, etc.) is up to the discretion of the municipality or the First Nation in consultation with the distributor or supplier. Alternatively, municipalities or the First Nation may provide evidence either separately or as part of the application form to explain why making such a contribution is not feasible.
- **Provide a supporting council or band council resolution.** The resolution must, at minimum indicate:
  - a. The municipality or First Nation is supportive of projects to provide natural gas access to areas under their jurisdiction, irrespective of the distributor or supplier proposing to do so.
  - b. (Where applicable) The municipality or First Nation will make a financial contribution to the natural gas expansion project that is approved by the Ontario Energy Board. The contribution will be, at minimum, equivalent to the property tax that would be recovered on the new natural gas infrastructure being built for a period of 10 years beginning from the time that property taxes first become due.

*Note: municipalities and First Nations are expected to estimate the amount of property taxes that would be recovered over ten years for the purposes of completing the application form but are not required to specify this amount as part of the municipal or band council resolution since the actual amounts may vary.*

- **Provide supporting evidence for economic development benefits** that natural gas access will bring to the community and/or region (for applications under the Economic Development Project Stream only). Municipalities and First Nations should work with the natural gas distributor or supplier to include this information in the application form. Please refer to the application form for examples of supporting evidence and guidance on the types of economic development benefits to consider.

The natural gas distributor or supplier should enter into a contractual agreement with municipalities and First Nations making contributions to the natural gas expansion project. See sample tip sheet at the end of the guidelines.

## **5. What share of project costs will the program cover?**

There is no funding cap under the Grant Program. However, applicants must demonstrate need as part of their application for grant funding, i.e., that there remains a financial gap even after utilizing standalone rates and surcharges, and contributions from benefitting communities or businesses.

Applicants must provide accounting for the total amount requested and demonstrate how it will be allocated to eligible expenses. Final funding amounts will be based on availability of funding and other projects being considered under the program.

Costs are eligible to the extent that they would not be recovered from natural gas rate-payers by natural gas distributors or suppliers, including stand-alone rates or surcharges, and contributions from municipalities and First Nations. The process of determining which amounts can be charged by natural gas distributors will be determined by the Ontario Energy Board.

## **6. What criteria will be used to evaluate applications?**

Applications and supporting documentation will be made available to, and be assessed by, technical reviewers from Infrastructure Ontario, Ministry of Infrastructure, Ministry of Agriculture, Food and Rural Affairs, Ministry of Energy, Ministry of the Environment and Climate Change, Ministry of Indigenous Relations and Reconciliation, Ministry of Northern Development and Mines, and other ministries as required. Assessment criteria include the following metrics:

EXPANSION STREAM	
Criteria	Details
<b>Cost-Effective Access (Primary)</b>	Projects will be assessed based on the number of new connections that are made possible relative to the amount of grant funding requested.
<b>Energy Affordability (Primary)</b>	Projects will be assessed based on how much the community is currently paying in annual heating costs relative to other parts of the province.
<b>Project Revenues and Customer Engagement (Secondary)</b>	<p>Projects will be assessed based on the extent to which various rate options were considered and whether the proposed rate(s) reflects feedback from the community being served.</p> <p><i>Please note, the determination of whether the proposed rates are appropriate and can be implemented falls under the purview of the Ontario Energy Board, and will not be assessed as part of the application.</i></p>
<b>Greenhouse Gas Emissions (Secondary)</b>	<p>Projects will be assessed based on the impact they will have on greenhouse gas emissions.</p> <p>All projects will be required to report on which fuel sources are being converted to natural gas and the estimated impact on greenhouse gas emissions. Projects will also be required to identify conservation measures that will be implemented or made available to newly connected customers (e.g., participation in demand side management programs).</p>
<b>Partnerships and Innovation (Secondary)</b>	<p>Projects will be assessed based on how they leverage partnerships and innovative approaches to make the project more economical (i.e., lower project costs or improve project revenues) or to provide better outcomes.</p> <p>Examples include funding contributions from third parties (exclusive of rates and contributions from municipalities or First Nations), providing assistance to help consumers convert heating equipment, contributions in aid of construction from property owners, partnering with nearby communities, timing project construction to leverage other municipal works occurring along the same corridor (e.g., wastewater, telecommunications), supporting a new technology such as renewable natural gas, etc.</p>
<b>Geographic (Tertiary)</b>	Additional consideration will be given to projects that are in northern areas or located within First Nations Reserves.

OR:

ECONOMIC DEVELOPMENT STREAM	
Criteria	Details
<b>Economic Development (Primary)</b>	<p>Projects will be assessed based on the expected economic benefits to businesses (e.g., agriculture, forestry, mining, manufacturing etc.) that support rural Ontario, First Nations or unincorporated areas, or to registered farming businesses and/or agri-businesses including grain elevators, feed manufacturing facilities and crop input supply businesses located anywhere in Ontario.</p> <p>For the purposes of the program, rural Ontario means all Statistics Canada's Census subdivisions (including lower-tier and single-tier municipalities) that meet at least one of the following criteria:</p> <ul style="list-style-type: none"> <li>• Have a population of less than 100,000 people, and/or</li> <li>• Have a population density of 100 people/km<sup>2</sup> or less.</li> </ul> <p>Assessments will consider how the projects support economic development in the community and/or region. Considerations could include:</p> <ul style="list-style-type: none"> <li>• Alignment with any community and/or regional economic development plans or strategies; and,</li> <li>• Business retention, expansion and attraction.</li> </ul> <p>Applicants are expected to address all economic development benefits that are relevant to their project. The types of economic development benefits may differ between projects (e.g., supporting investment attraction, supporting business retention/expansion, etc.).</p> <p>Applicants will also need to provide supporting evidence (e.g., analysis, letters from business or industry organizations, surveys, studies, etc.) to substantiate responses.</p>
<b>Energy Cost Savings (Primary)</b>	<p>Projects will be assessed based on expected energy cost savings to businesses with greater consideration expected for those projects that accommodate a higher density of connections to the pipeline (e.g., clusters and collaborative ventures such as business parks or corridors).</p>
<b>Project Revenues and Customer Engagement (Secondary)</b>	<p>Projects will be assessed based on the extent to which various rate options were considered and whether the proposed rate(s) reflects feedback from the community being served.</p> <p><i>Please note, the determination of whether the proposed rates are appropriate and can be implemented falls under the purview of the Ontario Energy Board, and will not be assessed as part of the application.</i></p>

<b>Greenhouse Gas Emissions (Secondary)</b>	<p>Projects will be assessed based on the impact they will have on greenhouse gas emissions.</p> <p>All projects will be required to report on which fuel sources are being converted to natural gas and the estimated impact on greenhouse gas emissions. Projects will also be required to identify conservation measures that will be implemented or made available to newly connected customers (e.g., participation in demand side management programs).</p>
<b>Partnerships and Innovation (Secondary)</b>	<p>Projects will be assessed based on how they leverage partnerships and innovative approaches to make the project more economic (i.e., lower project costs or improve project revenues) or to provide better outcomes.</p> <p>Examples include funding contributions from third parties (exclusive of rates and contributions from municipalities or First Nations), providing assistance to help consumers convert heating equipment, contributions in aid of construction from property owners, partnering with nearby communities, timing project construction to leverage other municipal works occurring along the same corridor (e.g., wastewater, telecommunications), supporting a new technology such as renewable natural gas, etc.</p>
<b>Geographic (Tertiary)</b>	<p>Additional consideration will be given to projects that are in northern areas or located within First Nations reserves.</p>

## 7. What is the role of the Ontario Energy Board?

The Ontario Energy Board oversees expansion of the natural gas network in the province which typically includes three elements:

### 1. **Municipal Franchise Agreement (MFA) and Certificate for Public Convenience and Necessity: Securing the approval to serve an area of the province**

The MFA is an agreement between a municipality that wants to have a natural gas distribution system installed within its boundaries and a natural gas distributor that wants to provide that service. The MFA must be submitted to the Ontario Energy Board for approval under section 9 of the *Municipal Franchises Act*. To standardize the format and content of MFA's the Ontario Energy Board, with input from municipal leaders, developed the Franchise Handbook and a Model Franchise Agreement which are available on the Ontario Energy Board's website.

Under section 8(2) of the *Municipal Franchises Act*, prior to constructing works to supply gas, a natural gas distributor must apply to the Ontario Energy Board for a Certificate for Public Convenience and Necessity (Certificate). If the Ontario Energy Board approves the application, it will issue a Certificate to the gas distributor. The

exact area within a municipality where a gas distributor is permitted to construct gas works is defined by the Ontario Energy Board's Certificate.

Typically, the gas distributor will submit to the Ontario Energy Board a signed MFA for approval and an application for a Certificate at the same time.

## **2. Leave-to-Construct Approval: Securing approval to construct facilities that meet certain size and cost criteria**

Natural gas expansion projects that meet at least one of the following criteria require leave-to-construct approval from the Ontario Energy Board to proceed:

- a. The diameter of the new pipe is 12 inches or greater;
- b. The operating pressure is equal to or greater than 2,000 kilopascals (unit of pressure);
- c. The cost of the project is greater than or equal to \$2,000,000;
- d. The length of the new pipe required exceeds 20km.

Applications are assessed by the Ontario Energy Board based on the public interest test which includes the need for the project and the alternatives sought, economic feasibility (e.g., the expected project costs and revenues and anticipated impact on rates), and environmental and landowner impacts.

## **3. Rate Setting: Securing approval to charge customers for regulated services**

The Ontario Energy Board sets the rates that gas distributors are allowed to charge their customers for:

- Gas supply (unless the consumer purchases directly from a retailer)
- Transportation and delivery
- Storage

Natural gas expansion proposals will require an order from the Ontario Energy Board authorizing the rates the distributor wishes to charge its customers.

Approvals for natural gas expansion projects under the Grant Program will be conditional on the projects receiving all applicable approvals from the Ontario Energy Board. Project details submitted to the Ontario Energy Board for approval must be materially the same as the project details submitted for review under the Grant Program, or grant approvals may be withdrawn.

***Projects must be submitted to the Ontario Energy Board within six months of receiving approval under the Grant Program. An electronic copy of the application(s) to must be shared with the ministry (email: [NGGP@infrastructureontario.ca](mailto:NGGP@infrastructureontario.ca)) within one week of making the application to the Ontario Energy Board.***

## **8. How does the program align with new rules issued by the Ontario Energy Board?**

### **New Rules for Natural Gas Expansion in Ontario**

On November 17, 2016 the Ontario Energy Board introduced new rules for natural gas expansion in the province. Under the new rules, natural gas distributors may implement stand-alone rates or surcharges for expansion projects to new areas to recover costs. Previously, distributors had to charge the same rates to all customers in the same rate class. This limited the ability to expand, particularly into rural and remote areas which face higher expansion costs.

Under the new rules, the Ontario Energy Board will also consider proposals from competing distributors or suppliers to service the same community in order to enhance competition. In situations where there is competition to serve a new community, the Ontario Energy Board will first evaluate the proponents' leave-to-construct and rate-setting plans.

The Grant Program is complementary to these new rules introduced by the Ontario Energy Board. Under the Grant Program, projects to build new natural gas infrastructure must utilize stand-alone rates or surcharges to recover capital costs to lower the net grant funding required.

More details on the Ontario Energy Board's decision can be found by looking at Case Number EB-2016-0004 on the Ontario Energy Board's website:  
[www.ontarioenergyboard.ca](http://www.ontarioenergyboard.ca).

## **9. What if more than one distributor or supplier is interested in expanding natural gas service to the same project area?**

Consistent with the Ontario Energy Board's efforts to encourage competition, multiple applications to service the same project area by different distributor or suppliers will be accepted under the Grant Program. Project area is the combination of communities' geographic boundaries within which the new infrastructure is being built and customers being connected are located.

Based on the results of project assessment, conditional approval may be granted to more than one distributor and/or supplier for the same project area under the Grant Program.

This would provide flexibility for multiple proposals to proceed to the Ontario Energy Board for the same project area and enhance competition. Grant funding would only be



provided for the one project that is approved by the Ontario Energy Board (e.g., with Distributor A or B only).

It is possible that additional distributors or suppliers may come forward when the project proceeds to the Ontario Energy Board for review. The Ontario Energy Board would ultimately review all proposals and determine the best distributor/supplier to service the area.

**10. Some distributors already have a Certificate to serve a municipality but a portion of the municipality is still not served. Is that the only distributor or supplier that can apply under the Grant Program?**

No. The Ontario Energy Board has indicated that the *Municipal Franchises Act, 1990* does not prevent the Ontario Energy Board from issuing multiple Certificates within a defined geographic area following a competitive process.

**11. Can individual property owners apply to the Grant Program directly?**

No. Property owners (i.e., residential and business consumers) cannot apply to the Grant Program. Interested individuals should contact their local community or natural gas distributor to express interest.

Property owners remain responsible for any individual contributions in aid of construction (e.g., cost to bring natural gas pipelines across large properties) that may be required by the natural gas distributor or supplier.

**12. Is there a duty to consult with Indigenous groups?**

The Government of Ontario and municipalities may have a duty to consult and, where appropriate, accommodate Indigenous groups (e.g., First Nation and Métis peoples) where an activity is contemplated that may adversely impact an Indigenous or treaty right.

Before deciding whether a project should receive funding, the Government of Ontario will assess whether its duty to consult obligations are engaged. The day-to-day, procedural aspects of consultation may be delegated to project proponents (e.g., natural gas distributors or suppliers) who may also have their own obligations. Ontario's delegation to proponents of aspects of consultation is a routine practice and the procedural aspects of consultation will be delegated to project proponents on this initiative. Therefore, it is important that all applicants recognize this process and appropriately plan for this work (e.g., resources, time, etc.) as part of their funding submission.

Consultation requirements will vary depending on the size and location of the project in question. For successful applications, further details surrounding specific consultation requirements, including which communities require consultation, will be provided by provincial officials. Applicants should ensure duty-to-consult requirements are met prior to commencing the construction process.

### **13. When do projects need to be completed?**

Project-specific timelines will be included in individual grant agreements for successful projects. In general, eligible expenses must be incurred no later than March 31, 2021.

### **14. How many intakes are planned?**

There will be one intake held to allocate the \$100 million in grants. The deadline for applications is **July 31, 2017**.

### **15. How many applications can be submitted?**

Multiple applications for the same project area may be submitted as long as the proposed natural gas distributor or supplier is different for each application.

Grant funding would only be provided for the one project that is approved by the Ontario Energy Board.

### **16. When will applicants be notified of the results?**

Applicants will be notified of the results as quickly as possible following the closing of the intake window. Both successful and unsuccessful applicants will be notified. Infrastructure Ontario, the Ministry of Infrastructure and the Ministry of Agriculture, Food and Rural Affairs will be available to provide feedback to unsuccessful applicants, if requested.

### **17. When will successful applicants receive grant funding?**

Once the project has received approval from the Ontario Energy Board, the grant agreement has been fully executed, and all conditions satisfied, grant payments will be advanced to successful distributors/suppliers.

### **18. What are the obligations of successful grant recipients?**

Successful applicants will be required to sign a contribution agreement with the Ministry of Infrastructure. Recipients will be subject to the *Freedom of Information and Protection Act*, and may be subject to audit. Additional requirements will be outlined in grant agreements.

## **19. What are the reporting requirements?**

Successful applicants will be required to report back to Infrastructure Ontario on the use of the grant funding. Successful applicants should be prepared to report on how the grant has allowed them to expand natural gas access and achieve the benefits described in their application. Specific reporting requirements will be outlined in individual grant agreements.

## **20. How do you submit an application?**

Please email the completed application form and supporting documents to [NGGP@infrastructureontario.ca](mailto:NGGP@infrastructureontario.ca). Applications will be accepted electronically.

Once the completed application has been submitted, an acknowledgement of receipt will be sent to the applicant within 10 business days. If you do not receive this notification or would like to send the completed application package by mail, please contact [NGGP@infrastructureontario.ca](mailto:NGGP@infrastructureontario.ca).

Infrastructure Ontario may contact an applicant to further discuss the application and/or request more information.

## **21. Where can I get more information?**

**Electronic mail:** [NGGP@infrastructureontario.ca](mailto:NGGP@infrastructureontario.ca)

**Website:** [www.infrastructureontario.ca/NGGP](http://www.infrastructureontario.ca/NGGP)

**Telephone:** 1-844-357-0725

## **TIPSHEET: Municipal Capital Facilities Agreement or Similar Contract**

Here are some of the things distributors and suppliers may wish to consider in developing an agreement (e.g., a capital facilities agreement or similar) with municipalities and First Nations that are making a financial contribution towards the natural gas expansion project. As each distributor/supplier, municipality and First Nation is different and is responsible for its decisions, what goes into an agreement will vary. In the case of municipalities, local bylaws would be needed for a capital facilities agreement, a debenture loan, and any fee or other cost recovery arrangements. It is recommended that all parties obtain legal and professional advice.

### **PREAMBLE**

- Who are the **parties to the agreement** (i.e. municipality or First Nation and gas company)
- A statement of the **broader purposes and expectations** of the agreement, such as expected long term energy savings or environmental benefits
- For municipalities, reference to the **municipal capital facilities provision** in the legislation (section 110 of the Municipal Act, 2001)
- References to any **other legislation**

### **DETAILED PROJECT DEFINITION**

- **Terms providing for the construction of a pipeline asset** for the municipality or First Nation in a defined area of the municipality, the costs and expected timing or stages for construction, related engineering or other technical requirements and identifying which party has responsibility for each of these
- Length of the agreement
- **Ownership of the asset** (including specifying where ownership is with the gas company)

### **GENERAL TERMS AND CONDITIONS**

- Method for recovering Unused Funds
- Default and Termination
- Remedies
- Joint and Several Liability where the recipient is comprised of more than one entity

### **OBLIGATIONS OF THE PARTIES**

- **The amount of funding** provided by the municipality or First Nation, and how and when the municipality or First Nation would make payments under the agreement.
- **Determine eligible costs.** Funding can only be provided for capital costs rather than operating needs
- **Any specific information or methodology** the municipality or First Nation might need to be able to calculate and justify local fees (if being imposed) for its costs under the agreement

- **Responsibilities of the gas company** to build and maintain the pipelines, and to execute or obtain all necessary permits, approvals and agreements necessary to carry out and complete the project
- **Reporting requirements** (e.g., interim and final progress and costs/expenditure reports to the municipality or First Nation).
- **Responsibilities related to risk allocation** and corresponding financial assurances (e.g., insurance and indemnities, cross-liability, contractual liability coverage, notice period for cancellation, termination or material change from the recipient to such policy's insurers, etc.)
- **Other assurances** that may be required by the municipality or First Nation such as ongoing supply service standards; further expansion of the serviced area; responsibility for extraordinary costs related to maintenance, repair or remediation; potential sale of the new asset; how funds are to be used and procedures for possible conflicts of interest



The Corporation of the **City of Kawartha Lakes**  
180 Kent Street West  
Lindsay, Ontario K9V 2Y6  
Telephone: (705) 324-9411 Extension 1208  
Toll Free: 1-888-822-2225  
kmaloney@kawarthalakes.ca  
www.kawarthalakes.ca

# Memo

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To: Members of Council  
From: Agricultural Development Advisory Board  
Date: July 11, 2017  
Subject: Farm house severances

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## **Recommendation:**

**RESOLVED THAT** memo **Farm house severances**, be received; and

**THAT** the City of Kawartha Lakes Council does not support the request by the Town of Lakeshore to the Province of Ontario for easing of restrictions on surplus dwelling severances in areas zoned agriculture; and

**THAT** this resolution be circulated to the AMO and Ontario Municipalities including the Town of Lakeshore.

## **Background:**

At the Agricultural Development Advisory Board meeting of June 27<sup>th</sup> the correspondence received from the Town of Lakeshore was reviewed and following motion was passed:

Rebecca Parker moved and Bruce McKeown seconded

**THAT** the Agricultural Development Advisory Board (ADAB) recommends Council support a status quo recommendation to the Province of Ontario regarding the Town of Lakeshore request to ease restrictions on farm house dwelling severances in areas zoned Agriculture thereby permitting the seller of the farm to sever off an existing dwelling (i.e. farm house). ADAB does not support the request by Town of Lakeshore to ease restrictions on severing surplus farm house dwellings from farmland.

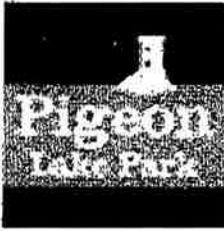
**Rationale:**

Provincial Policies for prime agricultural land don't allow farm retirement lot creation any longer, as they did prior to 2005. The only provision for severances or lot creation on prime agricultural land occurs with surplus farm dwellings as part of a farm consolidation.

When a farmer purchases an additional farm that has a farm house on it which is not needed as part of the existing farm operation, they are able to sever the house from the farm land. The farm land is joined with the existing agricultural land holdings of the farm operation and the house is severed onto a small residential lot of not more than 0.6 ha. A Zoning By-law amendment is also completed to restrict future residential use on the retained farmland portion.

The request from Town of Lakeshore seeks an easing of the restrictions of surplus dwelling severances in areas zoned Agriculture, thereby permitting the seller of the farm to sever off an existing dwelling (i.e. farm house) prior to the sale of a property in order to be ready for a future sale.

While no new residential development is created, there is a likelihood that, within a 3-5 year period of creating a residential severance lot from a farm property, there will be non-farm residents in the severed farmhouse. This is the experience locally with previous retirement lots taken by retiring farmers according to members of the Agricultural Development Advisory Board (ADAB). The addition of non-farm residents within a farming area has the potential to escalate complaints regarding normal farm practices. With no way of knowing what future policies may be put in place regarding setbacks from neighbouring residential uses, any increased allowance for non-farm residences is discouraged.



1418 Tracey's Hill Road  
RR # 5  
Lindsay Ontario  
K9V 4R5  
(705) 799 – 5376

Friday August 11-17

To City of Kawartha Lakes

Hello

I just wanted to let you know how our Clear Bag Program has been going this year. Last fall we made a concentrated effort to inform 300 families about the change to clear bags. We did this by Facebook and the park chalk board. Also did Facebook reminders throughout the winter. This spring we did more in house advertising about the change. We also said they would be hit with a \$30.00 charge for putting anything but clear bags into the bin. We did have to rip open a few black bags at the beginning but our loads have been almost 100% clear bags.



The park has 2 – 8 yard mixed recycling bins from GFL that are full to the brim every week. We have cut our garbage in half , from aprox 2 tons per week to aprox 2 tons per every two weeks. So the program is definitely working. Just thought I would pass this along to you.

Thanks very much David Kilner  
Pigeon Lake Park Manager



## Memo

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**To: Mayor Letham and Members of Council**

**From: Councillor Seymour-Fagan**

**Date: August 22, 2017**

**Subject: Request for Speed Study on Park Street, Bobcaygeon**

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### **Background**

Local residents of Park Street in Bobcaygeon brought forward concerns regarding speeding and general safety on the road as there are currently no sidewalks that provide access to the public beach/trailer site. The residents are requesting that Council consider a reduction of the speed limit on Park Street. This memo brings forward the residents request for Council consideration.

### **Recommendation To Council**

**RESOLVED THAT** the memorandum from Councillor Seymour-Fagan dated August 22, 2017 regarding a request for a speed study on Park Street, Bobcaygeon, be received and;

**THAT** staff be instructed to conduct a speed study on Park Street in Bobcaygeon and report the results and options for consideration by the end of Q4, 2017.

OHIP pays to treat and care for every part of the body except for our teeth and gums. Two to three million Ontarians have not seen a dentist in the past year mainly due to the cost (CDHO, 2014). Most children 17 and under from low income families can access dental care through the Province's Healthy Smiles Ontario program, but there is no similar provincial program for low income adults and seniors. As a result, 61,000 Ontarians visited an Emergency Room (ER) for dental related issues in 2015, costing taxpayers at least \$31 million annually for a prescription to painkillers or antibiotics, but with no treatment of the problem. Locally, a total of 551 dental related visits were made to the Ross Memorial Hospital ER in 2015 costing nearly \$282,663 for no dental treatment (Ministry of Health and Long Term Care IntelliHEALTH ONTARIO).

We hope that Council will support the Ontario Oral Health Alliance's Dental Health Resolution by endorsing the importance of oral health and calling on the provincial government to expand public oral health programs with prime consideration for low income adults and seniors; and send copies of the resolution to the Premier, Minister of Health and Long-Term Care, Local Members of Provincial Parliament, Member Municipalities and the Association of Municipalities of Ontario.

## **DENTAL HEALTH RESOLUTION**

Resolution Regarding the Expansion of Provincial Publicly Funded Dental Health Programs for Adults with Low Incomes

Presented to the City of Kawartha Lakes Council

By Anna Rusak, member of the Ontario Oral Health Alliance – Haliburton, Kawartha, Brock Chapter

WHEREAS in Canadian public policy the care of our lips, tongues and throats is fully covered by public funding, but not our teeth and gums; and

WHEREAS oral health is essential to maintaining overall health; and

WHEREAS a mounting body of evidence shows a link between poor oral health and diabetes, cardiovascular and respiratory diseases and Alzheimer's disease; and

WHEREAS untreated tooth decay, gum disease and tooth loss results in social and psychological suffering and interferes with employment opportunities; and

WHEREAS between 2 to 3 million Ontarians have not seen a dentist in the past year mainly due to the cost of private dental services; and

WHEREAS approximately every 9 minutes a person in Ontario arrives at a hospital emergency room with a dental problem but can only get painkillers or antibiotics, and this costs the health care system at least \$31 million annually with no treatment of the problem;

WHEREAS almost a third of Canadians have neither public nor private insurance to help them pay for the care of their teeth and gums; and

WHEREAS access to oral health care should not be limited to people with private health insurance or who can afford to pay out of pocket; and

WHEREAS Ontario's reform of the health care system should include oral health care so that vulnerable people in our communities have equitable access to the dental services they need to be healthy; and

WHEREAS Ontario only has public dental programs for low income children, and no public programs for low income adults and seniors; and

WHEREAS local Ontario Works (OW) recipients are eligible for limited discretionary coverage for emergency treatment only and Ontario Disability Support Program (ODSP) recipients are eligible for basic dental care and limited discretionary coverage for dentures;

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF KAWARTHA LAKES COUNCIL:

Strongly endorse the importance of oral health and requests that the Premier of Ontario include oral health as part of the government's primary care transformation initiatives, and further

That Council calls on the provincial government to expand public oral health programs with prime consideration for low income adults and seniors, and further

That Council forwards copies of this resolution to the Premier of Ontario, the Minister of Health and Long-Term Care, Local Members of Provincial Parliament, Member Municipalities, and the Association of Municipalities of Ontario.

References:

Canadian Centre for Policy Alternatives. (2011). Putting Our Money Where Our Mouth Is: The Future of Dental Care in Canada.

Canadian Health Measures Survey. (2007-2009). Statistics Canada

King, Arlene. (2012) Oral Health –More Than Just Cavities. A Report by Ontario's Chief Medical Officer of Health.

Goel, Vivek et al. (2012) Staying Ahead of the Curve: A Unified Public Health Program for Ontario

Canadian Academy of Health Sciences. (2014) *Improving Access to Oral Health Care for Vulnerable People Living in Canada.* <http://cahs-acss.ca/improving-access-to-oral-health-care-for-vulnerable-people-living-in-canada/>

College of Dental Hygienists of Ontario (2014), *Review of Oral Health Services in Ontario* [http://www.cdho.org/docs/default-source/pdfs/oral-health-rpt/review-of-oral-health-services-in-ontario-\(full-report\).pdf?sfvrsn=6](http://www.cdho.org/docs/default-source/pdfs/oral-health-rpt/review-of-oral-health-services-in-ontario-(full-report).pdf?sfvrsn=6)

National Ambulatory Care Reporting System IntelliHealth Ontario, Ministry of Health and Long-Term Care, 2015



**RECEIVED**

**AUG 17 2017**

**OFFICE OF THE CITY CLERK  
KAWARTHA LAKES**

**CLERK SERVICES**

SENT VIA EMAIL & MAIL:  
m.walters@lsrca.on.ca

August 11, 2017

Lake Simcoe Region Conservation Authority  
120 Bayview Parkway  
Newmarket, ON L3Y 3W3

Attention: Mr. Mike Walters, CAO

Re: Township of Ramara

Please be advised that Council for the Town of Innisfil considered correspondence from the Lake Simcoe Region Conservation Authority dated June 29, 2017 and supporting correspondence from the Town of Whitchurch-Stouffville dated July 25, 2017 regarding the Township of Ramara's wishes to no longer be a LSRCA member on August 9, 2017.

In accordance with Council Resolution No. 2017.08.09-CR-02 Council received the correspondence from the LSRCA and the Town of Whitchurch-Stouffville; and

WHEREAS the Lake Simcoe Region Conservation Authority (LSRCA) has advised its member municipalities that the Township of Ramara has advised that it no longer wishes to be an LSRCA member, and that it is appealing the 2017 LSRCA levy apportionment to the Ontario Mining and Lands Commissioner; and

WHEREAS it is LSRCA's position that the Township of Ramara be held accountable for its fair and equitable share towards the provincially mandated programs being delivered by LSRCA.

THEREFORE BE IT RESOLVED THAT the Town of Innisfil is in full support of the Lake Simcoe Region Conservation Authority in its quest to hold the Township of Ramara accountable for its fair and equitable share towards the provincially mandated programs being delivered by LSRCA; and

FURTHER THAT Council requests that the Township of Ramara re-consider their current position with respect to membership and payment of the allotted share of the levy until such time as the Mining and Lands Commissioner determines otherwise.

Yours truly,



Kim Creamer,  
Assistant Clerk  
705-436-3740 Ext. 2410  
[kcreamer@innisfil.ca](mailto:kcreamer@innisfil.ca)

cc: All LSRCA Municipalities  
Mayor, Deputy Mayor & Members of Council



## TOWN OF LAKESHORE

419 Notre Dame St.  
Belle River, ON N0R 1A0

April 28, 2017

Ministry of Municipal Affairs  
17<sup>th</sup> Floor  
777 Bay Street  
Toronto, Ontario M5G 2E5

Attention: Hon. Bill Mauro

Dear Hon. Bill Mauro

**RE: Support of Resolution Re: Request the Province of Ontario to Ease  
Restrictions of Surplus Dwelling Severances in Areas Zoned  
Agriculture.**

Please find attached the resolution approved by the Council of the Town of Lakeshore at their Regular Council meeting held on April 25, 2017.

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,

Mary Masse  
Clerk

/cl

Attachment: Resolution of Lakeshore Council

Cc: Ministry of Agriculture Food and Rural Affairs, Hon. Jeff Leal  
Association of Municipalities Ontario (AMO)  
Via Email - All Ontario Municipalities



April 25, 2017

419 Notre Dame St.  
Belle River, ON N0R 1A0

Councillor Diemer moved and Deputy Mayor Fazio seconded:

**That:**

**WHEREAS, the farm house is an existing dwelling and no new residential development is created by severing a farm house from its surrounding land, therefore the severance is not in conflict with the 2014 Provincial Policy Statement, and,**

**WHEREAS, rules regarding the number of years the farmer has owned the farm lands and rezoning of the retained farm lands, to prohibit future dwellings could be considered by the Province, and,**

**WHEREAS, changes to rules for severance could eliminate the current practice of the purchaser of the farm, which is acquired as part of a farm lot consolidation, then severing off the existing farm house, as surplus to their needs and then selling it back to the farmer, if there is a need to retire on the property**

**BE IT THEREFORE, resolved that the Council of the Town of Lakeshore requests the Province of Ontario to ease restrictions of surplus dwelling severances in areas zoned Agriculture, thereby permitting the seller of the farm, to sever off an existing dwelling (i.e. farm house)**

**That this resolution be circulated to AMO and Ontario Municipalities for support.**

**Motion Carried Unanimously**



The Corporation of the  
**City of Kawartha Lakes**

P.O. Box 9000, 26 Francis St.,  
Lindsay, Ontario K9V 5R8

Tel: (705) 324-9411 ext. 1320, 1 888-822-2225

Fax: (705) 324-8110

[aletham@city.kawarthalakes.on.ca](mailto:aletham@city.kawarthalakes.on.ca)

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**July 26<sup>th</sup>, 2017**

**Re: Victoria Grains-Natural Gas Expansion Project**

Mr. Wilson,

Please accept this letter as confirmation that pending receipt of correspondence detailing your request, Council will take this request under consideration at our next regular Council meeting on the 22<sup>nd</sup> of August 2017.

This project would enable Victoria County Grains (VCG) to move from propane & diesel fuels in their grain dryer to natural gas. Further, if VCG were to utilize natural gas as a replacement to propane and diesel for power generation they would be able to save an estimated \$100,000 a year. This opportunity presents a clear path to lowering GHG emissions and strengthening a local business; a true win-win scenario.

Further, this project would contribute to the goals of both the City of Kawartha Lakes' 2016 – 2019 Strategic Plan of creating a vibrant and growing economy by establishing a stronger, more diversified economy; as well as the Economic Development Strategic Plan (anticipated enactment August 2017) which places an emphasis on supporting our strong agriculture and food cluster through the development of additional value-added processing.

It is expected that this project will have an immediate benefit for this agri-business/grain elevator described in the application by providing a cost effective operating solution allowing them to be more competitive with similar service providers in other areas with access to natural gas. Additionally, a cost effective custom grain drying service will benefit crop producers across the region. A vibrant agri-business support sector ensures the long term economic growth of the City of Kawartha Lakes, a Rural Ontario community (as defined by Statistics Canada).

Sincerely,

Andy Letham  
Mayor

**The Corporation of the City of Kawartha Lakes**  
**MINUTES**  
**REGULAR COUNCIL MEETING**

**CC2017-20**

**Tuesday, July 11, 2017**

**Closed Session Commencing at 12:30 p.m. Open Session Commencing at 2:00  
p.m.**

**Council Chambers**

**City Hall**

**26 Francis Street, Lindsay, Ontario K9V 5R8**

**MEMBERS:**

**Mayor Andy Letham**

**Councillor Isaac Breadner**

**Councillor Pat Dunn**

**Councillor Doug Elmslie**

**Councillor Gord James**

**Councillor Gerard Jilesen**

**Councillor Brian S. Junkin**

**Councillor Rob Macklem**

**Councillor Mary Ann Martin**

**Councillor Gord Miller**

**Councillor Patrick O'Reilly**

**Councillor John Pollard**

**Councillor Kathleen Seymour-Fagan**

**Councillor Heather Stauble**

**Councillor Stephen Strangway**

**Councillor Andrew Veale**

**Councillor Emmett Yeo**

**Accessible formats and communication supports are available upon request.**

**1. CALL TO ORDER**

Mayor Letham called the Meeting to order at 12:30 p.m. in the Victoria Room. Councillors I. Breadner, P. Dunn, D. Elmslie, G. James, G. Jilesen, B. Junkin, R. Macklem, M.A. Martin, G. Miller, P. O'Reilly, J. Pollard, K. Seymour-Fagan, H. Stauble, S. Strangway, and A. Veale were in attendance.

CAO R. Taylor, City Clerk J. Currins and various other staff members were also in attendance.

Late Arrival: Councillor E. Yeo 12:40 p.m.

**2. ADOPTION OF CLOSED SESSION AGENDA**

**CR2017-605**

**Moved By** Councillor Strangway

**Seconded By** Councillor Elmslie

**RESOLVED THAT** the Closed Session agenda be adopted as circulated.

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST IN CLOSED SESSION ITEMS**

There were no declarations of pecuniary interest noted.

**4. CLOSED SESSION**

**CR2017-606**

**Moved By** Councillor Miller

**Seconded By** Councillor Dunn

**RESOLVED THAT** Council convene into closed session at 12:31 p.m. in order to consider matters on the Tuesday, July 11, 2017 Closed Session Agenda and that are permitted to be discussed in a session closed to the public pursuant to Section 239(2) of the Municipal Act, S.O. 2001. S.25.

**CARRIED**

**5. OPENING CEREMONIES**

**5.1 Call Open Session to Order**

Mayor Letham called the Open Session of the Meeting to order in the Council Chambers at 2:00 p.m. Councillors I. Breadner, P. Dunn, D. Elmslie, G. James, G. Jilesen, B. Junkin, R. Macklem, M.A. Martin, G. Miller, P. O'Reilly, J. Pollard,

K. Seymour-Fagan, H. Stauble, S. Strangway, A. Veale and E. Yeo were in attendance.

CAO R. Taylor, City Clerk J. Currins, Administrative Assistant S. O'Connell and various other staff members were also in attendance.

**5.2 O Canada**

The Meeting was opened with the singing of 'O Canada'.

**5.3 Moment of Silent Reflection**

The Mayor asked those in attendance to observe a Moment of Silent Reflection.

**5.4 Adoption of Open Session Agenda**

Mayor Letham requested consensus of Council to add a time sensitive matter relating to a Grant Funding Application. Consensus was received.

**CR2017-611**

**Moved By** Councillor Veale

**Seconded By** Councillor O'Reilly

**RESOLVED THAT** the Agenda for the Open Session of the Regular Council Meeting of Tuesday, July 11, 2017, be adopted as circulated and with the following amendments:

**Additions:**

9.2 Norman Knox

Mandatory Water Connection

79 Wychwood Crescent, Fenelon Falls

Report WWW2015-005, Item 10.3.18 on the Agenda

15.1.8 A By-law to Amend By-law 2016-206, The Consolidated Fees By-law in the City of Kawartha Lakes (Amendment No. 3)

15.1.9 A By-law of the Corporation of the City of Kawartha Lakes to Authorize the Financing of Capital Projects by Debenture with the Royal Bank

10.4.2 Ron Taylor, CAO, Memorandum

Funding Application

Ontario Municipal Commuter Cycling (OMCC) Program

**CARRIED**

**6. DISCLOSURE OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest noted.

**7. MATTERS FROM CLOSED SESSION**

**8. PUBLIC INFORMATION**

**8.1 Presentations**

**8.1.1 CC2017-20.8.1.1**

Rebecca Mustard, Manager Economic Development  
Economic Development Strategy

Rebecca Mustard, Manager of Economic Development, provided an overview of the Economic Development Strategy. Ms. Mustard outlined the focus of the strategy and the public consultation that was completed during its development. The strategy includes a team based approach to business attraction with an intention to open doors for business and diversify the talent that exists within our community. Ms. Mustard responded to questions from Council. A copy of the presentation is available in the Clerk's Office.

**CR2017-612**

**Moved By** Councillor Miller

**Seconded By** Councillor O'Reilly

**RESOLVED THAT** the presentation by Rebecca Mustard, Manager of Economic Development, regarding the Economic Development Strategy, be received.

**CARRIED**

**8.1.2 CC2017-20.8.1.2**

Bryan Robinson, Director of Public Works  
Winter Control Update

Bryan Robinson, Director of Public Works, provided an update on the status of the City's Winter Control Program. Director Robinson reviewed the number of staff involved with the Winter Control Program, the approved level of service that is provided in the City's Level of Service Document and the number of winter events that staff responded to within the 2017 calendar year. In addition, Director Robinson provided an overview of the 2017 budget and how same compares to previous years. Director Robinson responded to questions from Council. A copy of the presentation is available in the Clerk's Office.

**CR2017-613**

**Moved By** Councillor Strangway

**Seconded By** Councillor Martin

**RESOLVED THAT** the presentation by Bryan Robinson, Director of Public Works, regarding the Winter Control Update, be received.

**CARRIED**

**8.1.3 CC2017-20.8.1.3**

Craig Shanks, Director of Community Services  
Lee Anna Thornbury, Manager Customer Services  
Cheri Davidson, Manager Communications and Marketing  
Customer Service Standard and Website Update

Craig Shanks, Director of Community Services provided an update on the new customer service standards that are being developed. Director Shanks advised that the goal of the new standards are to provide responsible, effective and accessible levels of service to every individual who contacts the City of Kawartha Lakes. It is anticipated that the new standards will be rolled out in the fall of 2018.

Cheri Davidson, Manager of Communications and Marketing, provided an update on the development of the City's new website and outlined how the new website is tied into the new customer service standards.

Director Shanks and Manager Davidson responded to questions from Council.

**CR2017-614**

**Moved By** Councillor Macklem

**Seconded By** Councillor Yeo

**RESOLVED THAT** the presentation by Craig Shanks, Director of Community Services, and Cheri Davidson, Manager of Communications and Marketing, regarding the Customer Service Standard and Website Update, be received.

**CARRIED**

**8.2 Invited Guests (Quarterly Basis)**

**8.3 Notices and Information by Members of Council and Staff**

**8.3.1 Council**

Councillor Elmslie advised that the following events are going to be held in Fenelon Falls:

- The Lion's Club Car Show will be held on August 5th, 6th, and 7th;
- The Fenelon Falls Fair will be held on August 11th, 12th and 13th;
- Decoration Day for the Fenelon Falls Cemetery will be August 13th.

Councillor O'Reilly made the following announcements:

- The Milk Run will be held in Lindsay on July 16th;
- Concerts in the Park are now being held in Victoria Park in Lindsay;
- Brits in the Park will be held in Lindsay on July 16th;
- The Awards Presentation and Reception for the Lindsay Art Gallery's Annual Juried Exhibition will be held at the Celebrations Centre (formerly Queen Street United Church) on July 15th at 7:00 p.m.;
- Arts and Heritage Day will be held in Valentia on July 29th.
- The Association of Municipalities of Ontario (AMO) Conference will be held in Ottawa August 13th to 16th;

Councillor Miller advised that the 3rd annual Highland Games were held in Kinmount on July 8th and 9th. In addition, there will be a concert in the park, in Kinmount, every Thursday and Family Fun Day will be coming up in mid-August.

Councillor Strangway advised that the official opening of the Pinegrove Place Housing Unit in Minden was held on July 7th. The opening was attended by MP, Jamie Schmale, and MPP, Laurie Scott.

### **8.3.2 Staff**

Ron Taylor, CAO, advised that an Ontario Municipal Board (OMB) Hearing has been scheduled with regard to the Ward Boundary Decision. The Appeal will be held on August 24th and 25th in the Victoria Room at City Hall.

## **8.4 Notice of Motion**

## **9. DEPUTATIONS**

### **9.1 CC2017-20.9.1**

Mike Perry  
Marlene Morrison-Nichols  
Community Foundation  
Report CS2017-016, Item 10.3.3 on the Agenda

Ms. Marlene Morrison-Nichols and Mr. Mike Perry provided an overview of the Community Foundation that is being established. They reviewed existing Foundations that have been established in neighbouring municipalities and how those Foundations have been beneficial to their surrounding communities. In



addition, Ms. Morrison-Nichols and Mr. Perry, reviewed their request for funding and responded to questions from Council.

**CR2017-615**

**Moved By** Councillor Breadner

**Seconded By** Councillor Martin

**RESOLVED THAT** the deputation of Mike Perry and Marlene Morrison-Nichols, regarding the Community Foundation, be received.

**CARRIED**

**9.2 CC2017-20.9.2**

Norman Knox  
Mandatory Water Connection  
79 Wychwood Crescent, Fenelon Falls  
Report WWW2017-005, Item 10.3.18 on the Agenda

Mr. Knox was not present and therefore did not make a deputation to Council.

**10. CONSENT MATTERS**

The following items were requested to be extracted from the Consent Agenda:

Councillor Elmslie Items 10.1.3, 10.3.5, 10.3.8, 10.3.10, and 10.3.18  
Councillor Dunn Items 10.1.6 and 10.3.4  
Councillor Strangway Item 10.1.8  
Councillor Junkin Item 10.3.13

**Moved By** Councillor Stauble

**Seconded By** Councillor Martin

**RESOLVED THAT** all of the proposed resolutions shown in Section 10.1, 10.2 and 10.3 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered, save and except items 10.1.3, 10.1.6, 10.1.8, 10.3.4, 10.3.5, 10.3.8, 10.3.10, 10.3.13 and 10.3.18.

**CARRIED**

Council recessed at 4:12 p.m. and reconvened at 4:20 p.m.

**10.1 Correspondence**

**10.1.1 CC2017-20.10.1.1**

Andy Letham, Mayor  
Memorandum  
All Way Stop - Sturgeon Point Road and Golf Links Road

**CR2017-616**

**RESOLVED THAT** the memorandum from Mayor Letham dated July 11, 2017 regarding an all way stop request at Sturgeon Point Road and Golf Links Road, be received.

**CARRIED**

**10.1.2 CC2017-20.10.1.2**

Andy Letham, Mayor  
Memorandum  
Traffic - Mary Street, West, Lindsay

**CR2017-617**

**RESOLVED THAT** the memorandum from Mayor Letham dated July 11, 2017 regarding Mary St. West, Lindsay, be received;  
**THAT** staff present a report in Q3 2017 outlining safety and traffic control options for Mary St. West, Lindsay; and  
**THAT** staff provide an update on new legislation allowing photo radar in school and community zones including costing options and the administration aspects of the project.

**CARRIED**

**10.1.4 CC2017-20.10.1.4**

Stephen Strangway, Councillor  
Memorandum  
Noise By-law

**CR2017-618**

**RESOLVED THAT** the memorandum from Councillor Strangway dated July 11, 2017 regarding Noise By-law Review, be received; and  
**THAT** staff be directed to review By-law 2005-025, A By-law to Regulate Noise in the City of Kawartha Lakes and provide a report with the results of the review and any recommended changes by Q1, 2018.

**CARRIED**

**10.1.5 CC2017-20.10.1.5**

Andy Letham, Mayor  
Eastern Ontario Wardens Caucus (EOWC) Resolution Regarding Via Rail's High  
Frequency Train Project

**CR2017-619**

**RESOLVED THAT** the June 23, 2017 correspondence from the Eastern Ontario Wardens Caucus (EOWC), regarding Via Rail's High Frequency Train Project, be received and supported.

**CARRIED**

**10.1.7 CC2017-20.10.1.7**

Cheri McLachlan  
Request for Noise By-law Exemption

**CR2017-620**

**RESOLVED THAT** the June 27, 2017 correspondence from Cheri McLachlan, regarding a request for an exemption to the Noise By-law, be received; and **THAT** the wedding event to be held at 776 Killarney Bay Road, Cameron, be exempt from Noise By-law 2005-025 from 3:00 p.m. on July 29, 2017 to 1:00 a.m. on July 30, 2017.

**CARRIED**

**10.2 Minutes from:**

**10.2.1 Council**

**10.2.1.1 CC2017-20.10.2.1.1**

Minutes, Regular Council Meeting  
June 27, 2017

**CR2017-621**

**RESOLVED THAT** the Minutes of the June 27, 2017 Regular Council Meeting, be received and adopted.

**CARRIED**

**10.2.2 Committees of Council, Advisory Boards and Task Forces**

### 10.3 Reports

#### 10.3.1 CORP2017-022

Jessica Hood, Junior Accountant  
2016 Q4 Capital Close

#### CR2017-622

**RESOLVED THAT** Report CORP2017-022, **2016 Q4 Capital Close**, be received;

**THAT** the capital projects identified in Attachment A be approved to be closed due to completion;

**THAT** the balances in the table below be transferred to or from the corresponding reserves;

Reserve	Report Closing Balance
Capital Projects Reserve	\$ 222,546
Capital Projects Reserve – Victoria Manor	\$ 143,840
Public Works Fleet Reserve	\$ 3,769
K.L. Police Services Contingency Reserve	\$ 48,323
Water Infrastructure Reserve	\$ 60,872
Sewer Infrastructure Reserve	\$ (11,855)

**THAT** an additional \$8,555.39 of debenture debt be allocated to project 9981506, Mariposa Estates WDS – Construct to fund the project deficit and bring the project balance to zero upon project closure;

**THAT** an additional \$8,055.09 of debenture debt be allocated to project 9981610, Russell St W Watermain Replacement and Construction to fund the project deficit and bring the project balance to zero upon project closure;

**THAT** an additional \$4,419.87 of City Development Charges be allocated to project 9501645, Nayoro Park Walkway/Entrance to fund the project deficit and bring the project balance to zero upon project closure;

**THAT** an additional \$2,355.43 of Transit Gas Tax Reserve be allocated to project

9941604, Buses fund the project deficit and bring the balance to zero upon project closure;

**THAT** an additional \$2,473.28 of City Parkland Reserve be allocated to project 9501605, Playground Equipment Replacement/Enhancement to fund the project deficit and bring the balance to zero upon project closure;

**THAT** an additional \$1,026.40 of City Parkland Reserve be allocated to project 9501613, Replace Sand to Fiber Wood Carpet to fund the project deficit and bring the balance to zero upon project closure;

**THAT** the following projects be granted an extension to September 30, 2017:

9281601 - Server Hardware  
9281604 - Replacement Network Switches  
9281605 - Cabling Syst Lindsay Firehall  
9281606 - Client Hardware  
9281616 - Replace Public Access Systems  
9321601 - Fire Tanker Truck  
9321604 - Bunker Gear  
9321606 - Fire Equipment Replacement  
9501604 - Picnic Table and Bench Replace  
9501642 - Rivera Park Washrooms

**THAT** the following projects be granted an extension to December 31, 2017:

9321614 - Fire Station Capital Repairs  
9501607 - Ice Plant/System Equip Replace  
9501610 - Sports Field Improvements  
9501622 - Arena and Pool Syst and Equip Upgrades  
9501624 - Mechancial Pool Upgrades  
9501638 - Carden Community Centre  
9831601 - Bridge Reconstruction  
9831606 - Urban/Rural Reconstruct Project  
9831614 - Traffic Improvements  
9831618 - Roads Portion of WWW Projects  
9971310 - Fen Landfill-Phase 2 Base Grade  
9971310 - Landfills - Cell Construction  
9981510 - Huron Street Watermain Replace  
9981516 - Fenelon Falls Ellice St SPS Up  
9981517 - Colborne St SPS Upgrades  
9981520 - BobSPS-Valve,Piping and Pump Repl  
9981522 - Glenelg St E Watermain Repl-Dsgn  
9981601 - Bobcaygeon WTP-Dehumid and Exhaust  
9981604 - Lin WTP Chemical Bulk Tank Rep

9981607 - East St N Watermain Replace  
9981608 - Fenelon Falls Watermain Upgrad  
9981609 - Vimy St W and S Main Replacement  
9981612 - Water Tower - Ext Coating Syst  
9981614 - Kings Bay - RBC Units Upg/Repl  
9981617 - Lindsay WPCP Upgrade-Construct  
9981620 - Adelaide St N Sewer  
9981624 - Elgin St Water and Sanit D and C Phs 1  
9981625 - Bond St WW and S - D and C  
9871602 - Airport ParkLot/Apron Lighting  
9871604 - Airport Apron Rehabilitation  
9911609 - Lin Depot 4 Bay Pole Barn Desig  
9911610 - Emerg Procure Dome Repairs MOL  
9911610 - Emily Sand Dome  
9911610 - Downeyville Sand Dome  
9911610 - Fenelon Twp Sand Dome  
9911610 - Burnt River Sand Dome Demo  
9911610 - Manvers Depot  
9911610 - Emerg Procure Dome Repairs MOL  
9941525 - Transit - Calling of Stops  
9981302 - Birch Point Drinking Wtr Syst  
9981605 - Pinewood Production Well  
**THAT** 9501640 – City Boat Launch Improvements completion date be extended to March 31, 2018;  
**THAT** 9321408 – Replace Bethany Firehall and 9981611 – Peel/York St Watermain – Design both be extended to June 30, 2018; and  
**THAT** the following projects be extended to December 31, 2018:  
9831613 - New Streetlights  
9971308 - Eldon Landfill  
9971661 - Pump Chamber Construction  
9981517 - Colborne St SPS Upgrades  
9981518 - Ridout St SPS-Pumps and Flow Meter  
9981602 - Water Operations Monitor Syst  
9981611 - Peel/York St Watermain -Design  
9981615 - Wastewater Operat Monitor Syst  
9981617 - Lindsay WPCP Upgrade-Construct  
9981622 - Lindsay Ridout SPS Upgrade

**CARRIED**

### 10.3.2 PUR2017-041

Launa Lewis, Buyer  
2017-70-SS Single Source for Replacing Polymer Pumps at the Lindsay  
Wastewater Treatment Plant

#### CR2017-623

**RESOLVED THAT** Report PUR2017-041, **Single Source for Replacing Polymer Pumps at the Lindsay Wastewater Treatment Plant**, be received;  
**THAT** Ontario Clean Water Agency (OCWA), of Bobcaygeon, be selected for the award of Single/Sole Source Approval of Replacement of the polymer feed system at the Lindsay Wastewater Treatment Plant for the quoted price of \$111,232.90 plus HST; and  
**THAT** the Purchasing Division be authorized to issue a Purchase Order to OCWA.

**CARRIED**

### 10.3.3 PUR2017-042

Ashley Wykes, Buyer  
Ryan Smith, Parks and Open Space Supervisor  
Proposal 2017-60-CP Design and Contract Management for Logie Street Park  
Renovation

#### CR2017-624

**RESOLVED THAT** Report PUR2017-042, **Proposal 2017-60-CP Design and Contract Management for Logie Street Park Renovation**, be received;  
**THAT** Stewart C. McElroy and Associates Inc. of Uxbridge, be selected for the award of Proposal 2017-60-CP Design and Contract Management for Logie Street Park Renovation for the proposed cost of \$279,000 plus HST;  
**THAT** subject to the receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreement to award Proposal 2017-60-CP; and  
**THAT** the Purchasing Division be authorized to issue a purchase order.

**CARRIED**

### 10.3.6 RS2017-007

Laura Carnochan, Law Clerk, Realty Services  
Surplus Declaration and Proposed Closure and Sale of a Portion of Shoreline  
Road Allowance adjacent to 80 McLeish Drive, legally described as Concession

3 Part Lot 30 Plan 313 West Part Lot 17, in the former Geographic Township of Dalton, City of Kawartha Lakes

**CR2017-625**

**RESOLVED THAT** Report RS2017-007, **Surplus Declaration and Proposed Closure and Sale of a Portion of Shoreline Road Allowance adjacent to 80 McLeish Drive, legally described as Concession 3 Part Lot 30 Plan 313 West Part Lot 17, in the former Geographic Township of Dalton, City of Kawartha Lakes**, be received;

**THAT** the subject property, being the shoreline road allowance adjacent to 80 McLeish Drive, legally described as Concession 3 Part Lot 30 Plan 313 West Part Lot 17, in the former Geographic Township of Dalton, City of Kawartha Lakes be declared surplus to municipal needs;

**THAT** Council support, in principle, the closure of the shoreline road allowance and sale to the adjoining owner in accordance with the provisions of By-law 2010-118, as amended, and the Municipal Act, and subject to the parties entering into a conditional agreement of purchase and sale;

**THAT** staff be directed to commence the process to stop up and close the said portion of the road allowance;

**THAT** on completion of the public notice, Council shall consider any deputation or public input in opposition of the closing, if any, and if appropriate, pass a by-law (with any amendments deemed necessary) to close the road and authorize its disposition; and

**THAT** the Mayor and Clerk be authorized to execute any documents to facilitate the road closing and conveyance of the lands.

**CARRIED**

**10.3.7 RS2017-008**

Laura Carnochan, Law Clerk, Realty Services  
Surplus Declaration and Proposed Closure and Sale of a Portion of Shoreline Road Allowance adjacent to 9 Harmony Pines Lane, legally described as Concession 11 Part Lot 7 Registered Plan 57R965 Part 1, in the former Geographic Township of Laxton, City of Kawartha Lakes

**CR2017-626**

**RESOLVED THAT** Report RS2017-008, **Surplus Declaration and Proposed Closure and Sale of a Portion of Shoreline Road Allowance adjacent to 9 Harmony Pines Lane, legally described as Concession 11 Part Lot 7 Registered Plan 57R965 Part 1, in the former Geographic Township of**



**Laxton, City of Kawartha Lakes**, be received;

**THAT** the subject property, being the shoreline road allowance adjacent to 9 Harmony Pines Lane, legally described as Concession 11 Part Lot 7 Registered Plan 57R965 Part 1, in the former Geographic Township of Laxton, City of Kawartha Lakes be declared surplus to municipal needs;

**THAT** Council support, in principle, the closure of the shoreline road allowance and sale to the adjoining owner in accordance with the provisions of By-law 2010-118, as amended, and the Municipal Act, and subject to the parties entering into a conditional agreement of purchase and sale;

**THAT** staff be directed to commence the process to stop up and close the said portion of the road allowance;

**THAT** on completion of the public notice, Council shall consider any deputation or public input in opposition of the closing, if any, and if appropriate, pass a by-law (with any amendments deemed necessary) to close the road and authorize its disposition; and

**THAT** the Mayor and Clerk be authorized to execute any documents to facilitate the road closing and conveyance of the lands.

**CARRIED**

#### **10.3.9 ED2017-013**

Debra Soule, Economic Development Officer Arts, Culture and Heritage  
Downtown Lindsay and Oak Street Heritage Conservation District Plans

#### **CR2017-627**

**RESOLVED THAT** Report ED2017-013, **Downtown Lindsay and Oak Street Heritage Conservation District Plans**, be received;

**THAT** the recommendation of Heritage Victoria to adopt the Heritage Conservation District Plans for the Oak Street neighbourhood in Fenelon Falls and for Downtown Lindsay Neighbourhood under Part V, Section 41.1(6) of the Ontario Heritage Act (R.S.O. 1990, c.O.18), be approved;

**THAT** staff be authorized to proceed with the process to designate the districts under Part V of the Ontario Heritage Act, including preparation and circulation of a Notice of Intention to Designate, and preparation of designating by-laws;

**THAT** the designating by-laws be presented to Council for its consideration after the notification process has been completed; and

**THAT** two new municipal heritage committee member categories be introduced on Heritage Victoria to provide the opportunity for one representative member from the Lindsay BIA and one from the Oak Street neighbourhood to provide

advice to Council on matters of heritage conservation in the City of Kawartha Lakes.

**CARRIED**

**10.3.11 PLAN2017-042**

Sherry L. Rea, Development Planning Supervisor  
Jonella Evangelista, Student Planning Assistant  
A By-law to Deem Lot 14 and Lot 15, Registered Plan 606, former Town of Lindsay, being 3 and 7 Commerce Place (DDB Investment Group Limited - formerly 1236324 and 1236325 Ontario Ltd.)

**CR2017-628**

**RESOLVED THAT** Report PLAN2017-042, **A By-law to Deem Lot 14 and Lot 15, Registered Plan 606, former Town of Lindsay, being 3 and 7 Commerce Place (DDB Investment Group Limited - formerly 1236324 and 1236325 Ontario Ltd.)**, be received;

**THAT** a Deeming By-law with respecting Lot 14 and Lot 15, Registered Plan 606, be substantially in the form attached as Appendix D to Report PLAN2017-042 be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents required by the approval of this application.

**CARRIED**

**10.3.12 SOC2017-002**

Janine Mitchell, Manager Social Services  
2017-18 Social Services Service Plan

**CR2017-629**

**RESOLVED THAT** Report SOC2017-002, **2017-18 Social Services Service Plan**, be received; and

**THAT** the 2017-18 Social Services Service Plan, Attachment A to Report SOC2017-002, be approved.

**CARRIED**

**10.3.14 PW2017-008**

Bryan Robinson, Director of Public Works  
Road Entrance/Access By-law

**CR2017-630**

**RESOLVED THAT** Report PW2017-008, **Road Entrance/Access By-Law**, be received;

**THAT** the draft By-law being ,A By-law to Regulate Access to Municipal Right of Ways in the City of Kawartha Lakes, be approved;

**THAT** the fee schedule included in Appendix B of this report be included in the Consolidated Fees By-Law to replace Section G-3 of Schedule G of the Consolidate Fees By-Law 2016-206;

**THAT** the necessary by-laws be brought forward for adoption; and

**THAT** a by-law to repeal all previous township by-laws relating to entrance and access permits be brought forward for adoption.

**CARRIED**

**10.3.15      TRANSIT2017-003**

Todd Bryant, Manager of Fleet and Transit  
Lindsay Transit Hub Re-location

**CR2017-631**

**RESOLVED THAT** Report TRANSIT2017-003, **Lindsay Transit Hub Re-location Report**, be received;

**THAT** a new Transit Hub be built using current Public Transit Infrastructure Funding on the south east corner of Victoria Avenue and Kent Street;

**THAT** the current Transit Hub located on the south east corner of William St and Kent St. be removed;

**THAT** the removal of six parking spots at the south east corner of Victoria Avenue and Kent Street prior to August 1, 2017 to accommodate the new Transit Hub, be approved;

**THAT** staff make the necessary modifications to Lindsay Transit routes and schedules to accommodate this change; and

**THAT** the route changes take effect on September 1, 2017.

**CARRIED**

**10.3.16      TRANSIT2017-004**

Todd Bryant, Manager of Fleet and Transit  
Lindsay Transit Fares

**CR2017-632**

**RESOLVED THAT** Report TRANSIT2017-004, **Lindsay Transit Fares**, be received; and

**THAT** a By-law, substantially in the form attached as Appendix A amending the Consolidated Fees By-law be forwarded for adoption.

**CARRIED**

**10.3.17 WM2017-006**

David Kerr, Manager of Environmental Services  
Adopt a Road Program

**CR2017-633**

**RESOLVED THAT** Report WM 2017-006 **Adopt a Roads Program**, be received; and

**THAT** staff review the Adopt a Roads Program and report back to Council with recommendations by December 31, 2017.

**CARRIED**

**10.3.19 MAYOR2017-001**

Andy Letham, Mayor  
Arenas Working Group Update

**CR2017-634**

**RESOLVED THAT** Report Mayor 2017-001, **Arenas Working Group - Update**, be received;

**THAT** the general guidelines attached as Appendix A, for various volunteer advisory groups to assist staff with various arena initiatives and provide input, be endorsed;

**THAT** the general guidelines be made available to any other volunteer advisory group interested in assisting with their local arena operations;

**THAT** Staff, the Arenas Working Group and the Arena User Groups continue to work together to reduce the city – wide annual operating deficit for arena facilities, with a staff report back on operational savings and efficiencies following the 2018-19 arena season; and

**THAT** staff and the Arenas Working Group develop a long term Capital Plan for Arena facilities, and provide Council with recommendations and options in Q3, 2017.

**CARRIED**

**10.4 Items Extracted from Consent**

**10.1.3 CC2017-20.10.1.3**

Doug Elmslie, Councillor  
Memorandum  
Exemption for Mandatory Hook Up

**CR2017-635**

**RESOLVED THAT** the memorandum from Councillor Elmslie dated July 11, 2017 regarding Exemption for Mandatory Hook Up, be received;  
**THAT** the exemption request to the Mandatory Connection By-law 2014-255 for 118 Clifton Street, 67 Wychwood Crescent, 71 Wychwood Crescent and 79 Wychwood Crescent, Fenelon Falls, be approved;  
**THAT** the Fixed Rate and Capital Levy to properties along County Rd. 121, between Clifton St. and Northline Rd. to commence immediately as part of this decision, be applied; and  
**THAT** the exemption remains in effect until such time as both municipal water and sanitary servicing is available in accordance with the Mandatory Connection By-law.

**CARRIED**

**10.1.6 CC2017-20.10.1.6**

Harold Bartlett, President  
Rolling Hills Estates Homeowners Association  
Short Term Property Rentals, Rolling Hills Subdivision, Registered Plan 57M-759, Township of Verulam, City of Kawartha Lakes

**CR2017-636**

**Moved By** Councillor Dunn

**Seconded By** Councillor Elmslie

**RESOLVED THAT** the June 15, 2017 correspondence from Rolling Hills Estates Homeowners Association, regarding short term property rentals, be received; and  
**THAT** the Rolling Hills Estates Homeowners Association correspondence be referred to staff for review and report back on alternatives and implications by the end of Q1, 2018.

**CARRIED**

**10.1.8 CC2017-20.10.1.8**

Lake Simcoe Region Conservation Authority  
The Township of Ramara

**Moved By** Councillor Strangway  
**Seconded By** Councillor Elmslie

**RESOLVED THAT** the June 29, 2017 correspondence from the Lake Simcoe Region Conservation Authority, regarding The Township of Ramara, be received; **THAT** the City of Kawartha Lakes' position is that the Township of Ramara should be held accountable for its fair and equitable share towards the provincially mandated programs being delivered by Lake Simcoe Region Conservation Authority; and **THAT** the City of Kawartha Lakes is in full support of the Lake Simcoe Region Conservation Authority forwarding the City of Kawartha Lakes' position to the Mining and Lands Commissioner with respect to the Township of Ramara.

**CR2017-637**

**Moved By** Councillor Strangway  
**Seconded By** Councillor Elmslie

**RESOLVED THAT** the June 29, 2017 correspondence from the LSRCA regarding the Township of Ramara be deferred to the August 22, 2017 Regular Council Meeting's Open and Closed Session Agenda.

**CARRIED**

#### **10.3.4 CS2017-016**

Craig Shanks, Director of Community Services  
Community Foundation

**CR2017-638**

**Moved By** Councillor Dunn  
**Seconded By** Councillor Yeo

**RESOLVED THAT** Report CS2017-016, **Community Foundation**, be received; **THAT** the Council of the City of Kawartha Lakes supports the creation of a community foundation by the Community; and **THAT** the financial request for seed funding for administration, be denied.

A recorded vote was requested by Councillor Stauble.

<b>Recorded</b>	<b>For</b>	<b>Against</b>	<b>Absent</b>
Mayor Letham	X		
Councillor Breadner		X	
Councillor Dunn	X		

Councillor Elmslie		X	
Councillor James	X		
Councillor Jilesen	X		
Councillor Junkin	X		
Councillor Macklem		X	
Councillor Martin	X		
Councillor Miller	X		
Councillor O'Reilly	X		
Councillor Pollard	X		
Councillor Seymour-Fagan		X	
Councillor Stauble		X	
Councillor Strangway		X	
Councillor Veale	X		
Councillor Yeo	X		
<b>Results</b>	<b>11</b>	<b>6</b>	<b>0</b>
			<b>CARRIED</b>

#### 10.3.5 RS2017-006

Craig Shanks, Director of Community Services  
Old Fenelon Falls Arena Site

**Moved By** Councillor Stauble

**Seconded By** Councillor Strangway

**RESOLVED THAT** resolution CR2016-755 be amended as previously adopted by deleting the Old Fenelon Falls Arena Site from the list of properties to be declared surplus.

A recorded vote was requested by Councillor Elmslie.

<b>Recorded</b>	<b>For</b>	<b>Against</b>	<b>Absent</b>
Mayor Letham		X	
Councillor Breadner		X	

Councillor Dunn		X	
Councillor Elmslie	X		
Councillor James		X	
Councillor Jilesen		X	
Councillor Junkin		X	
Councillor Macklem		X	
Councillor Martin		X	
Councillor Miller		X	
Councillor O'Reilly		X	
Councillor Pollard		X	
Councillor Seymour-Fagan		X	
Councillor Stauble	X		
Councillor Strangway	X		
Councillor Veale		X	
Councillor Yeo		X	
<b>Results</b>	<b>3</b>	<b>14</b>	<b>0</b>

**MOTION FAILED**

**CR2017-639**

**Moved By** Councillor James

**Seconded By** Councillor Dunn

**RESOLVED THAT** Report RS2017-006, **Old Fenelon Falls Arena Site**, be received; and

**THAT** the Realty Services Division, be authorized to proceed with the disposition of the Old Fenelon Falls Arena property, 45 Bond Street West, Fenelon Falls, K0M 1N0, as per the Surplus Property Disposition Policy.

**CARRIED**

**10.3.8 RS2017-009**

Laura Carnochan, Law Clerk, Realty Services

Surplus Declaration and Sale of 8 Francis Street East, legally described as Part



Lot 2 South of Francis Street and East of Colborne Street designated as Part 1 on Plan 57R-4516, in the former Geographic Township of Fenelon, City of Kawartha Lakes

**CR2017-640**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Yeo

**RESOLVED THAT** Report RS2017-009, **Surplus Declaration and Sale of 8 Francis Street East, legally described as Part Lot 2 South of Francis Street and East of Colborne Street designated as Part 1 on Plan 57R-4516, in the former Geographic Township of Fenelon, City of Kawartha Lakes**, be received;

**THAT** the property be referred back to staff to be reviewed with the intent to refurbish the washroom facilities at this location and that the cost be included in the 2018 budget; and

**THAT** staff look for a tenant to replace the former tenancy of the OPP.

A recorded vote was requested by Councillor Elmslie.

<b>Recorded</b>	<b>For</b>	<b>Against</b>	<b>Absent</b>
Mayor Letham		X	
Councillor Breadner		X	
Councillor Dunn	X		
Councillor Elmslie	X		
Councillor James		X	
Councillor Jilesen		X	
Councillor Junkin		X	
Councillor Macklem		X	
Councillor Martin	X		
Councillor Miller	X		
Councillor O'Reilly	X		
Councillor Pollard		X	
Councillor Seymour-Fagan	X		

Councillor Stauble	X		
Councillor Strangway	X		
Councillor Veale	X		
Councillor Yeo	X		
<b>Results</b>	<b>10</b>	<b>7</b>	<b>0</b>

**CARRIED**

**10.3.10 ED2017-014**

Rebecca Mustard, Manager of Economic Development  
 Economic Development Strategy Presentation

**Moved By** Councillor Elmslie

**Seconded By** Councillor Strangway

**RESOLVED THAT** Report ED2017-014, Economic Development Strategy Presentation, be received; and

**THAT** additional consultation take place with focus groups now that the Economic Development Strategy document is final.

**MOTION FAILED**

**CR2017-641**

**Moved By** Councillor Yeo

**Seconded By** Councillor Miller

**RESOLVED THAT** Report ED2017-014, **Economic Development Strategy Presentation**, be received.

**CARRIED**

**10.3.13 PW2017-006**

Richard Monaghan, Senior Engineering Technician  
 Calcium Chloride Roads Application Review/Recommendation

**Moved By** Councillor Junkin

**Seconded By** Councillor Breadner

**RESOLVED THAT** Report PW2017-006, **Calcium Chloride – Roads Application Review / Recommendation**, be received;

**THAT** staff be directed to include for consideration within the 2018 Operating Budget, \$715,000.00 for the Dust Control Program to allow for an increased

Calcium Chloride application rate and a wider application width on specified roads; and

**THAT** staff review the Dust Control Program annually to monitor effectiveness of increased Calcium Chloride application rate and width.

**MOTION FAILED**

**CR2017-642**

**Moved By** Councillor Strangway

**Seconded By** Councillor Pollard

**RESOLVED THAT** Report PW2017-006, **Calcium Chloride - Roads Application Review/Recommendation**, be received;

**THAT** staff be directed to include for consideration within the 2018 Operating Budget, \$1,065,000.00 for the Dust Control Program to allow for an increased Calcium Chloride application rate and a wider application width; and

**THAT** staff review the Dust Control Program annually to monitor effectiveness of increased Calcium Chloride application rate and width.

**CARRIED**

**10.3.18 WWW2017-005**

Amber Hayter, Supervisor, Water and Wastewater Operations  
Mandatory Connection Compliance and User Rate Cost Recovery

**CR2017-643**

**Moved By** Councillor Elmslie

**Seconded By** Councillor Yeo

**RESOLVED THAT** Report WWW2017-005, **Mandatory Connection Compliance and User Rate Cost Recovery**, be received; and

**THAT** staff be directed to prepare the necessary amendments to By-Law 2014-255, A By-Law To Require Owners Of Buildings To Connect Such Buildings To Drinking Water Systems And/Or Wastewater Collection Systems In The City Of Kawartha Lakes, to begin charging qualifying properties the Fixed Rate and Capital Levy for Water and/or Sewer as per By-law 2011-260 following three (3) months' written notice.

**CARRIED**

Council recessed at 5:30 p.m. and reconvened at 5:43 p.m.

**10.4.1 CC2017-20.10.4.1.1**

Mary-Anne Dempster, Director of Corporate Services  
Adam Found, Manager of Corporate Assets  
10 Year Financial Plan Presentation and Report CORP2017-020

Mary-Anne Dempster, Director of Corporate Services, and Adam Found, Manager of Corporate Assets, provided an overview of the ten (10) year financial plan for the City of Kawartha Lakes. Director Dempster and Manager Found responded to questions from Council. A copy of the presentation is available in the Clerk's Office.

**CR2017-644**

**Moved By** Councillor Veale

**Seconded By** Councillor Miller

**RESOLVED THAT** Report CORP2017-020, **10-Year Financial Plan**, be received;

**THAT** the 10-Year Financial Plan, attached as Appendix B to Report CORP2017-020, be adopted as a guiding framework for future operating and capital budgets and the transition to long-term financial sustainability;

**THAT** a transitional increase in tax-supported debenture funding of \$25,000,000 be approved for the purpose of implementing the 10-Year Financial Plan, and be maintained and reported on separately from other debt until it is retired;

**THAT** the capital projects identified in Appendix C to Report CORP2017-020 be financed by this debenture whereby the resulting displaced tax levy and reserve financing is transferred to the Capital Reserve or another reserve as may be required; and

**THAT** the tax-supported Infrastructure Levy be collapsed into the General Tax Levy and the water and wastewater Infrastructure Levies be collapsed into their respective fixed user fees.

A recorded vote was requested by Mayor Letham.

<b>Recorded</b>	<b>For</b>	<b>Against</b>	<b>Absent</b>
Mayor Letham	X		
Councillor Breadner		X	
Councillor Dunn		X	
Councillor Elmslie	X		
Councillor James	X		
Councillor Jilesen	X		

Councillor Junkin		X		
Councillor Macklem		X		
Councillor Martin	X			
Councillor Miller	X			
Councillor O'Reilly	X			
Councillor Pollard	X			
Councillor Seymour-Fagan	X			
Councillor Stauble	X			
Councillor Strangway	X			
Councillor Veale	X			
Councillor Yeo	X			
<b>Results</b>	<b>13</b>	<b>4</b>	<b>0</b>	<b>CARRIED</b>

#### 10.4.2 CC2017-020.10.4.1.2

Ron Taylor, CAO

Memorandum

Funding Application - Ontario Municipal Commuter Cycling (OMCC) Program

**CR2017-645**

**Moved By** Councillor Strangway

**Seconded By** Councillor Veale

**RESOLVED THAT** the July 11, 2017 Memorandum from CAO Taylor regarding Funding Application - Ontario Municipal Commuter Cycling (OMCC) Program, be received;

**THAT** the City of Kawartha Lakes declares it has a Council approved cycling plan for Bobcaygeon and that all projects submitted in this application for consideration for OMCC funding are supported by the plan;

**THAT** the City of Kawartha Lakes declares that all commuter cycling projects listed in the application and that use OMCC funding meet OMCC program requirements; and

**THAT** the Mayor and City Clerk be authorized to sign the required documents to affect this decision.

**CARRIED**

**11. COMMITTEE OF THE WHOLE**

**12. COMMITTEE OF THE WHOLE AND PLANNING COMMITTEE MINUTES**

**12.1 CC2017-020.12.1**

Minutes, Planning Advisory Committee Meeting  
July 5, 2017

**CR2017-646**

**Moved By** Councillor O'Reilly

**Seconded By** Councillor Macklem

**RESOLVED THAT** the Minutes of the July 5, 2017 Planning Advisory Committee Meeting be received and the recommendations be adopted.

**CARRIED**

**13. CORRESPONDENCE AND PETITIONS**

**13.1 CC2017-20.13.1**

Susanne Smith  
Petition Traffic Speed on King Street, Lindsay

**CR2017-647**

**Moved By** Councillor Dunn

**Seconded By** Councillor Yeo

**RESOLVED THAT** the petition submitted by Susanne Smith regarding Traffic Speed in King Street in Lindsay, be received and referred to staff to form part of a report related to the warrant review directed to be undertaken by Resolution Number CR2017-478.

**CARRIED**

**14. OTHER OR NEW BUSINESS**

**15. BY-LAWS**

The mover requested the consent of Council to read the by-laws by number only.

**RESOLVED THAT** the By-Laws shown in Section 15.1 of the Agenda, namely: Items 15.1.1 to and including 15.1.9 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**CARRIED**

## **15.1 By-Laws by Consent**

### **15.1.1 CR2017-648**

A By-law to Authorize the Execution of an Agreement between Keith Buckley and The Corporation of the City of Kawartha Lakes for the License of Agricultural Lands in the City of Kawartha Lakes

### **15.1.2 CR2017-649**

A By-law to Amend the Township of Ops Zoning By-law No. 93-30 to Rezone Land within the City of Kawartha Lakes (Lober)

### **15.1.3 CR2017-650**

A By-law to Amend the Township of Fenelon Zoning By-law No. 12-95 to Rezone Land within the City of Kawartha Lakes (Brenneman)

### **15.1.4 CR2017-651**

A By-law to Assume Wallace Drive, Plan 57M-755 (PIN: 63237-0846(LT)), Murdoch Court, Plan 57M-762 (PIN: 63237-0847(LT)), and McLaughlin Road, Plan 57M-766 (PIN: 63237-0442(LT)), Town of Lindsay, The Corporation of the City of Kawartha Lakes

### **15.1.5 CR2017-652**

A By-law to Repeal By-law 2017-087 being a By-law to Authorize the Execution of an Agreement between Keith Buckley and the Corporation of the City of Kawartha Lakes for the License of Agricultural Lands in the City of Kawartha Lakes

### **15.1.6 CR2017-653**

A By-law to Regulate Access to Municipal Right of Ways in the City of Kawartha Lakes

### **15.1.7 CR2017-654**

A By-Law To Deem Part of a Plan of Subdivision, Previously Registered For Lands Within Kawartha Lakes, not to be a Registered Plan of Subdivision in Accordance with The Planning Act PIN#63237-1625(LT), described as Lot 14, Plan 606, Former Town of Lindsay, now City of Kawartha Lakes; and PIN#63237-1626(LT), described as Lot 15, Plan 606, Former Town of Lindsay, now City of Kawartha Lakes

### **15.1.8 CR2017-655**

A By-law to Amend By-law 2016-206, The Consolidated Fees By-law in the City of Kawartha Lakes (Amendment No. 3)

**15.1.9 CR2017-656**

A By-Law of the Corporation of the City of Kawartha Lakes to Authorize the Financing of Capital Projects by Debenture with the Royal Bank

**15.2 By-Laws Extracted from Consent**

**16. CLOSED SESSION (IF NOT COMPLETED PRIOR TO OPEN SESSION)**

**17. MATTERS FROM CLOSED SESSION**

**18. CONFIRMING BY-LAW**

**CR2017-657**

**Moved By** Councillor James

**Seconded By** Councillor Veale

**RESOLVED THAT** a by-law to confirm the proceedings of a Regular Council Meeting held Tuesday, July 11, 2017 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

**CARRIED**

**19. ADJOURNMENT**

**CR2017-658**

**Moved By** Councillor Miller

**Seconded By** Councillor Dunn

**RESOLVED THAT** the Council Meeting adjourn at 7:46 p.m.

**CARRIED**

**Read and adopted this 22nd day of August, 2017.**

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Andy Letham, Mayor

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Judy Currins, City Clerk



**Recommendations made at the July 5, 2017 Planning Advisory Committee:**

**PC2017-028**

**Moved By** Mayor Letham

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report PLAN2017-041, respecting **Part of Lot 24, Concession 5, geographic Township of Ops, former Town of Lindsay, now City of Kawartha Lakes and being vacant land north of Alcorn Drive and west of Victoria Avenue North, Applications D05-17-001 and D06-17-019**, be received; and

**THAT** the applications respecting the proposed Zoning By-law Amendment together with the Draft Plan of Subdivision be referred back to staff until such time as all comments have been received from all circulated Agencies and City Divisions.

**PC2017-029**

**Moved By** Councillor Miller

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-048, respecting **Concession 6, Part Lot 17 RP 57R8319 Part 2 and RP 57R9544 Part 1; Concession 6 Part Lot 16, RP 57R7369 Part 1 and Part 6, geographic Township of Ops, Bromont Investments Inc. – Applications D01-17-005, D05-17-002 and D06-17-019**, be received; and

**THAT** Applications D01-17-005, D05-17-002 and D06-17-019 be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City departments and that any comments and concerns have been addressed.

**PC2017-030**

**Moved By** Mayor Letham

**Seconded By** Councillor Macklem

**RECOMMEND THAT** Report ENG2017-006, respecting **Pre-Servicing Agreement Template Updates** be received;

**THAT** the proposed template of the Pre-Servicing Agreement, substantially in the form attached as Appendix B to Report ENG2017-006, be approved; and

**THAT** the Mayor and Clerk be authorized to execute any documents and

agreements required by the approval of this application.

**PC2017-031**

**Moved By** Councillor Veale

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report ENG2017-009, **Assumption of Manorview Subdivision Phases 11, 12, 13, 14, and 15, City of Kawartha Lakes**, be received;

**THAT** the Assumption of Manorview Subdivision Phases 11, 12, 13, 14, and 15, City of Kawartha Lakes, be approved;

**THAT** an Assumption By-Law, substantially in the form attached as Appendix A to Report ENG2017-009 be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

**PC2017-032**

**Moved By** Councillor Veale

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report PLAN2016-040, respecting **Part Lot 24, Concession 5, geographic Township of Ops, former Town of Lindsay, Application D05-18-106, Angeline Street Investments Inc. – 16T-12502**, be received;

**THAT** Schedule D Summary of Estimated Costs, in Appendix C to Report PLAN2017-040 shall list 100% of the cost of all works to the satisfaction of the Director of Development Services and the Director of Engineering and Corporate Assets;

**THAT** the Subdivision Agreement for File No. D05-18-106 substantially in the form attached as Appendix C to Report PLAN2017-040, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents and subsequent Agreement(s) required by the approval of this Agreement.

**PC2017-033**

**Moved By** Mayor Letham

**Seconded By** Councillor Macklem

**RECOMMEND THAT** Report PLAN2017-045, respecting **West Half of Lot 21 and Part of Lot 22, Concession 5, Geographic Township of Fenelon, Brenneman – Application D06-17-007**, be received;

**THAT** a Zoning By-law Amendment respecting application D06-17-007, substantially in the form attached as Appendix D to Report PLAN2017-045, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

**PC2017-034**

**Moved By** Mayor Letham

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report PLAN2017-049, **Planning Approvals Task Force Recommendations Update**, be received; and

**THAT** a copy of Report PLAN2017-049, Planning Approvals Task Force Recommendations Update, be appended to the Minutes of the July 5, 2017 Planning Advisory Committee meeting.



Planning Approvals  
Task Force Update Pre



PLAN2017-049.docx

**The Corporation of the City of Kawartha Lakes**  
**MINUTES**  
**EXECUTIVE COMMITTEE**

**2017-004**  
**Thursday, August 3, 2017**  
**9:00 A.M.**  
**Weldon Room**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**MEMBERS:**  
**Mayor Andy Letham**  
**Councillor Pat Dunn**  
**Councillor Mary Ann Martin**  
**Councillor Kathleen Seymour-Fagan**  
**Councillor Andrew Veale**

**Accessible formats and communication supports are available upon request.**

## 1. **CALL TO ORDER**

Mayor Letham called the meeting to order at 9:10 a.m. Councillors K. Seymour-Fagan and A. Veale were in attendance. Regrets from Councillor Dunn and Councillor Martin.

Guest Councillors P. O'Reilly, S. Strangway and B. Junkin were in attendance.

Staff members R. Taylor, A. Found, M. Pankhurst, O. Vigelius, D. Brumwell, B. Robinson and J. Rojas were also in attendance.

## 2. **ADMINISTRATIVE BUSINESS**

### 2.1 **Adoption of Agenda**

**Moved By** Councillor Veale

**Seconded By** Councillor Seymour-Fagan

**RESOLVED THAT** the agenda for the August 3, 2017 Executive Committee be adopted as circulated.

**CARRIED**

### 2.2 **Declaration of Pecuniary Interest**

There were no declarations of pecuniary interest noted.

### 2.3 **Adoption of Minutes**

**Moved By** Councillor Veale

**Seconded By** Councillor Seymour-Fagan

**RESOLVED THAT** the minutes from the June 15, 2017 Executive Committee meeting be adopted as circulated.

**CARRIED**

## 3. **DEPUTATIONS/PRESENTATIONS**

## 4. **CORRESPONDENCE**

## 5. **NEW OR OTHER BUSINESS**

### 5.1 **Fire Station Consolidation Verbal Update- M. Pankhurst**

M. Pankhurst reviewed with the committee that the Fire Station Location Study was all done with NFPA standards and that the direction from Council to consolidate Little Britain and Oakwood Fire Halls was made during the Core Services Review. M. Pankhurst advised that the next step is to present all the information and data in a public meeting in the fall.

**Moved By** Councillor Veale

**Seconded By** Councillor Seymour-Fagan

**RESOLVED THAT** the verbal update from M. Pankhurst be received.

**CARRIED**

## **5.2 Fleet Policy Verbal Update-Emergency Services Vehicles- M. Pankhurst**

M. Pankhurst advised that task force is in the process of putting together a draft report regarding the Fire Truck Specifications which will come to Executive Committee in the September and the final draft will go to Council in October. M. Pankhurst advised that this policy will be sent to the Fire Truck Specification committee for comment as well.

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Veale

**RESOLVED THAT** the verbal update from M. Pankhurst be received.

**CARRIED**

## **5.3 Various Policy Updates- R. Taylor**

R. Taylor advised that the Council policies are with the Clerk for review and they will be coming to Executive Committee in the fall. R. Taylor also advised that there are only 3 departments left for policy review for this term of Council.

**Moved By** Councillor Veale

**Seconded By** Councillor Seymour-Fagan

**RESOLVED THAT** the verbal update from R. Taylor be received.

**CARRIED**

## **5.4 Roads Workshop Roundtable Discussion- J. Rojas & B. Robinson**

A. Found and R. Rojas presented a very preliminary summary of the 2018 Capital Roads projects. The presentation identified and summarized the needs within CKL roads and engineering operations.

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Veale

**RESOLVED THAT** the presentation from A. Found and J. Rojas be received.

**CARRIED**

## **6. CLOSED SESSION**

7. **NEXT MEETING**

The next meeting of the Executive Committee will be Thursday, September 7th at 9:00 a.m. in the Weldon Room, City Hall.

8. **ADJOURNMENT**

**Moved By** Councillor Seymour-Fagan

**Seconded By** Councillor Veale

**RESOLVED THAT** the August 3, 2017 Executive Committee meeting adjourn at 11:00 a.m.

**CARRIED**

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number CAO2017-004**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** All

**Subject:** Memorandum of Understanding (MOU) between the City of Kawartha Lakes and City of Kawartha Lakes Public Library

**Author Name and Title:** Ron Taylor, CAO

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### **Recommendation(s):**

**RESOLVED THAT** Report CAO2017-004, **Memorandum of Understanding (MOU) between the City of Kawartha Lakes and City of Kawartha Lakes Public Library**, be received;

**THAT** the 2017 Memorandum of Understanding (MOU) as outlined in Appendix A to Report CAO2017-004 be approved; and,

**THAT** the Mayor and Clerk be authorized to execute the 2017 Memorandum of Understanding (MOU) between the City of Kawartha Lakes and City of Kawartha Lakes Public Library.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_



## **Background:**

The City currently works in collaboration and partnership with the Kawartha Lakes Library Board in regard to the provision of local Library Services. The mandate of the Board is to provide Library services and programs to patrons, and the City provides physical space, administrative and financial support to implement those services and programs.

The partnership to-date has functioned successfully in the absence of a formal agreement. In 2016, the Library Board directed the former Library CEO to discuss with the City the establishment of a Memorandum of Understanding (MOU) to more formally identify and define partnership roles and responsibilities for Library service delivery.

Through subsequent meetings and discussions between the City and Library Board and staff, a final draft MOU has been prepared for Council's consideration (see Appendix A).

At the July 7<sup>th</sup>, 2017 Library Board meeting the following resolution was made;

**RESOLVED THAT** the final draft MOU be approved and that the CEO and Chair officially sign the document and request that the CAO take it to Council for approval at the August Council meeting.

**CARRIED LIB2017-17**

This report addresses that request.

## **Rationale:**

The Public Libraries Act (PLA) clearly defines the roles and responsibilities of Library Boards and Municipalities within the Province of Ontario for the provision of Library Services. One of the key components of the PLA is to identify a Library Board as a separate entity from a Municipality.

However, while the City of Kawartha Lakes has operated with a functioning Library Board since its inception in 2001, a clearly defined agreement identifying the roles and responsibilities of each party has never existed. As such, the duties of each party have been inter-mixed and at times act outside of the PLA. While this relationship has served the City well, it could result in the loss of funding for the Library due to operating outside of the parameters of the PLA.

The proposed MOU will allow for the provision of Library Services in the City of Kawartha Lakes in a streamlined way, while ensuring the City's and Board's Strategic Plans are aligned. The service provision of libraries in the Kawartha Lakes will not change as a result of this MOU. However, it will clearly define the roles and responsibilities of each party while ensuring that the City and Board is meeting and operating within the parameters of the PLA.

## **Financial/Operation Impacts:**

There are no financial implications associated with this report. The Library Board annual budget will still be presented annually to Council for approval. Sections 7 through 9 of the proposed MOU speak to financial matters and Schedule A of the proposed MOU provides a detailed description of the roles and responsibilities of both parties.

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

Executing the proposed MOU will establish collaboration projects directly aligned with Council's strategic goals, namely:

- A Vibrant and Growing Economy
- An Exceptional Quality of Life

Many of Council's stated priorities integrate and align with the Library Board's Strategic Plans and priorities.

## **Attachments:**

Appendix A: Proposed Memorandum of Understanding (MOU)



Library Services MOU  
- Draft v7final draft.c

## **Consultations:**

City of Kawartha Lakes Library Board  
Public Library CEO  
City Solicitor  
Director of Community Services

**Department Head E-Mail:** rtaylor@kawarthalakes.ca

**Department Head:** Ron Taylor, CAO

**Department File:**

Memorandum of Understanding

Between:

**The Corporation of The City of Kawartha Lakes**

(hereinafter referred to as the “Municipality”)

-and-

**The City of Kawartha Lakes Public Library Board**

(hereinafter referred to as the “Board”)

WHEREAS the Board is a Public Library Board that has been established pursuant to the provisions of the Public Libraries Act, R.S.O., 1990, c. P.44 (hereinafter referred to as “the PLA”) as amended and which operates the public libraries within the geographic boundaries of the City of Kawartha Lakes in accordance with the provisions of that Act;

WHEREAS the Municipality is a municipal corporation incorporated pursuant to the provisions of the Municipal Act, 2001, SO., 2002, c.25 as amended;

WHEREAS the Municipality employs staff who have developed expertise in areas that include administration, human resources, financial services, building and facilities management, realty services, legal, risk management, courier services and information systems support;

WHEREAS it is important to the Municipality and the Board to improve efficiency in delivering municipal services, including library services, to the residents of the Municipality;

AND WHEREAS the Municipality and Board wish to enter into a Memorandum of Understanding to outline the services and support the Municipality is prepared to provide to the Board in providing public library services to the public;

**Now therefore The Municipality and The Board hereby state as follows:**

1. The Municipality and the Board hereby acknowledge:

- (a) The Board is an independent entity and separate from the Municipality, subject to the provisions of the PLA, and has been established to provide public library services to the residents of the Municipality;
- (b) The Municipality is an independent entity and separate from the Board and provides municipal services to the residents of the Municipality pursuant to the provisions of the Municipal Act, 2001 and related legislation; and,

- (c) The Municipality annually reviews and approves budgetary estimates received from the Board for the operation of the Board in accordance with Section 24 of the Public Libraries Act.
2. The Municipality agrees that it will provide and make available to the Board during the term of this Memorandum of Understanding those services that are listed and more particularly described in Schedule A attached hereto and form part of this Memorandum of Understanding. The Municipality and the Board acknowledge that this Memorandum of Understanding applies only to those services listed and described in the schedules attached hereto.
  3. The Board and the Municipality agree that while the Board empowers the Municipality as its agent in order to provide services to the Board, the Board may establish its own policies, procedures and management directives. Services provided by the City to the Board will be in accordance with City policies and directives.
  4. The Board and the Municipality acknowledge that the Municipality is able to provide those services as set out in Schedule A attached hereto with existing Municipality staff and equipment. In the event the Municipality requires additional staff, equipment, or software to provide the services to the Board as set out in the Schedules attached hereto, the cost of engaging staff or acquiring the equipment or software shall be borne by the Board. The parties agree that no new costs will be charged to the Board unless the cost has been approved in writing by the Board prior to any expenditure by the Municipality.
  5. The Chief Administrative Officer (CAO) for the Municipality and the Chief Executive Officer (CEO) for the Board shall each designate members of their respective staffs to address any issues that may arise out of the operation of this Memorandum of Understanding. If designated staff cannot resolve operational issues, then the CAO and CEO will discuss the issue and will make best efforts to reach a consensus.
  6. The Municipality and the Board hereby agree that the Board will appoint the City Treasurer as the Treasurer of the Library Board in order to allow the Municipality to act as the Board's agent in regards to financial matters.
  7. The Board will present its proposed annual operating budget to Council in accordance with the Municipality's Budget Policy and in the format requested (Public Libraries Act, R.S.O. 1990, c. P.44, s. 24.). The Board acknowledges and agrees that the Municipality has unfettered discretion to amend the proposed budget presented to it by the Board prior to approval. Throughout an operating year, the Municipality may by by-law (resolution of Council) further amend the budget originally approved for library services for that year, only at the request of the Board.

8. The Board will provide its Capital Cost estimates on an annual basis to the Manager of Corporate Assets in the format required and per the timeline established in the annual budget calendar.
9. The Municipality is not responsible for any costs incurred by the Board in excess of its approved (as may be amended) budget for a particular year. The Board will be responsible for costs incurred in excess of the approved budget. A resulting annual operating surplus (for 2017 and following years) will be placed in a Reserve under the control of the Library Board, and may be used to cover any potential future library deficits or future Council approved library operating or capital budget needs, at the request of the Library Board.
10. Ownership (including tenancy rights and obligations) of all real and personal property of the property managed by the Board is the property of the Municipality. This includes all library locations as may be changed from time to time, and all chattels within those locations. The Board retains ownership of all library collections and shelving. Cash and Bank accounts are managed by the Municipality.
11. Ownership of all intellectual property used, managed or created by or for the Board's purposes in operating library services in the City of Kawartha Lakes is the property of the Municipality, with the exceptions of the following: patron database, bibliographic records, electronic resources and licenses. These remain the intellectual property of the Library Board.
12. The Municipality and the Board hereby agree that this Memorandum of Understanding will come into effect on the first day of September 2017 and shall continue until such time as either party amends or terminates this Memorandum of Understanding in accordance with the provisions of paragraphs 13 and 14 below.
13. This is the entire operating agreement between the Municipality and the Board. Any amendments to this Memorandum of Understanding will be reduced to writing and signed by the approved signing officers (noted below).
14. The Municipality and the Board hereby agree that either party to this Memorandum of Understanding may terminate the Memorandum of Understanding upon providing to the other party no less than six months prior written notice of its intention to terminate this Memorandum of Understanding.
15. Any matters in dispute between the parties in relation to this Memorandum of Understanding (and amendments thereto) may be referred by either party to binding mediation by an agreed-upon mediator.
16. The Board and the Municipality acknowledge that the CAO and the CEO each have the authority to execute this Memorandum of Understanding on behalf of the Municipality and the Board respectively and also have the authority to make such amendments to this Memorandum of Understanding as may be necessary including

the authority to terminate this Memorandum of Understanding in accordance with the provisions of paragraph 14.

17. Any notice or other communication to be given in connection with this Memorandum of Understanding shall be given in writing and may be given by personal delivery, facsimile, email or by registered mail addressed to the recipient as follows:

To the Municipality:

The Corporation of the City of Kawartha Lakes  
P.O. Box 9000, 26 Francis Street,  
Lindsay, Ontario K9V 5R8  
Attention: Chief Administrative Officer

To the Board:

City of Kawartha Lakes Public Library Board  
P.O. Box 9000, 190 Kent Street West,  
Lindsay, Ontario K9V 2Y6  
Attention: CEO

or such other address or individual as may be designated by written notice by either party to the other. Any notice given by personal delivery or facsimile shall be conclusively deemed to have been given on the day of actual delivery or transmission thereof and if made or given by registered mail, on the third day not counting Saturday, Sunday or statutory holiday in Ontario, following the deposit thereof in the mail.

18. This Memorandum of Understanding shall be governed by and construed in accordance with the laws of the Province of Ontario.

19. Neither this Memorandum of Understanding nor any of the rights or obligations of either of the parties hereunder may be assigned without the prior written consent of the other party to this Memorandum of Understanding.

In Witness Whereof the parties have executed this Memorandum of Understanding

Signed, Sealed and Delivered  
in the presence of

The Corporation of The City of Kawartha Lakes

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, Clerk

The City of Kawartha Lakes Public Library Board

\_\_\_\_\_  
Library Board Chair

\_\_\_\_\_  
Chief Executive Officer

## **Schedule A**

### **Services Provided by the Municipality to the Library Board**

The Municipality annually reviews and approves a monetary grant allocation to the Library Board for the provision of public library services to the City of Kawartha Lakes. As such, once the allocation is approved by Council, the funds then come under the control of the Library Board in accordance with the Public Libraries Act, R.S.O. 1990, Section 24. In addition to this grant, the Municipality provides an in-kind contribution in the form of the following administrative services.

#### Accounting and Purchasing Services

##### Accounting Services

The Municipality will provide accounting services with respect to the recording and reporting of all financial transactions for the Library. These services will include:

- Accounts Payable
- Accounts Receivable
- Deposit record and reconciliation
- Annual Budget administration
- Annual Audit requirements
- Monthly Statements for the Board's Review
- Financial Information Return recording
- Insurance
- Purchase/Credit Card administration
- Donation receipts
- HST/GST reconciliation

##### Purchasing

The Library agrees to operate under the Municipality's Purchasing policy. The Municipality will provide the Library with assistance with requests for quotations, proposals, tenders and policy development.

#### Human Resources

The Library acknowledges that library staff are the employees of the Municipality and as such, the Municipality will have exclusive jurisdiction and take the lead on all issues pertaining to Code of Conduct, payroll, benefits, health and safety, labour relations, pay equity and collective bargaining. The Library will operate within the established guidelines and policies of the Municipality in these regards.



## Code of Conduct

The Code of Conduct for the Municipality's employees fully applies to staff working at the libraries throughout the City of Kawartha Lakes.

## Payroll

The Municipality will administer the bi-weekly payroll for library staff. This will include all payroll related activities and benefit administration, including pension requirements.

## Health and Safety

The Library will support the Municipality with respect to health and safety matters of library staff. These will include:

- Assistance to the Municipality to ensure compliance with current legislated Health and Safety matters at all library locations.
- Assistance to the Municipality to respond to day-to-day Health and Safety issues that arise.
- Assistance to the Municipality in the preparation, monitoring and follow-up of WSIB claims.

## Labour Relations and Collective Bargaining

The Library will support the Municipality in matters of labour relations and collective bargaining. These will include:

- Advice and assistance to the Municipality on grievances, discipline and labour relations issues that involve library staff.
- Advice and assistance to the Municipality in the preparation and implementation of policies related to labour relations.
- Advice and assistance to the Municipality concerning day-to-day labour relations issues that arise.
- At the invitation of the Municipality, the Library CEO will provide support and assistance with the collective bargaining process.
- Advice and assistance on interpreting and following the Collective Agreement.

## Pay Equity

The Library will support and assist the Municipality in matters pertaining to Pay Equity. This support would include:

- Assistance in amending and/or creating new job descriptions.  
Advice and assistance in the maintenance of the Pay Equity Plan.

## Building Facilities and Infrastructure

The Municipality owns and/or leases the facilities occupied by the Board for the purposes of library services. The Municipality will provide the services listed below to the Library at Municipally-owned facilities in accordance with the Municipality's standards, policies and directives:

- Day-to-day facilities management operations.
- Cleaning and cleaning supplies.
- Repair, maintenance, and inspection routines.
- Procurement and administration of service contracts.
- Procurement of facility-related furniture.
- Strategic planning/management of realty assets to ensure performance/value over life cycle; recommending whether to hold, improve, acquire or dispose.
- Facility-related furnishings and equipment.
- Trouble call response and management.
- Planning and scheduling of major capital investments.
- Energy management.
- Physical security and regulatory compliance.
- Room set-up (only where staffed by the Municipality's cleaners).
- Landscaping and grounds care.
- Requirement analysis and program development, and other building related consulting.

The Municipality will provide advice to the Board on the services listed above for sites that are leased for library services. For leased spaces, the landlord or a third party will provide maintenance and the cost is borne by the Board.

### Winter Control

The Municipality will maintain snow removal services at library locations owned by the Municipality to the same standards used at all City owned facilities. Snow removal at library sites leased for library services are the responsibility of the Library Board.

## Information Technology

The Municipality will administer the Library's computer network and systems. The administration of the library's specialized library automation software and public WIFI network will remain the responsibility of the Library (while ownership remains with the City). Services provided by the Municipality will include:

- Provide installation, configuration and support for computer hardware, printers, copiers, scanners, multifunctional devices, telephones, cell phones or any technology based purchases in order to support library operations in all its locations.
- Manage the library's Internet access, virus protection, firewall for all library locations. Access to the Internet and filtering will be in accordance with the Library Board's Internet Access policy.
- Provide email services and spam filtering.
- Manage software installation, configuration, licensing and update patches.
- Provide access to Municipality shared network resources, financial systems and online utilities (e.g. ERP).
- Provide support on software and hardware via the Municipality's Helpdesk or IT ticket system.
- Provide consultation services on technology.
- Provide the library with disaster recovery and business continuity planning services as part of the Municipality's master plan.

## Inter-branch Courier Service

The Municipality will provide courier service between all library branch locations at a service level deemed mutually agreeable by both the City and Library Board. Where mutual agreement is not achieved, the Municipality will determine. The Board would then have the option to provide Courier service at its own cost and within approved budget limits.

## Administrative Services

Other services that the Municipality agrees to provide to the Library Board are:

- Risk management support and legal advice.
- Advice and support on accessibility legislation, requirements and compliance.
- Records management of library corporate documents.
- Realty services advice and support.
- Advice and support concerning marketing, advertising and communications of library services to the general public.
- Asset management support.

These in-kind contributions provided by the Municipality, may change annually with the mutual agreement of the Municipality and the Board. This schedule does not document the total dollar value of the contributions but merely identifies the types of administrative services that are provided to the Library Board in addition to the annual monetary grant provided during the annual budget process.

#### Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) Requests

The Board agrees to operate under MFIPPA. Formal MFIPPA requests for information will be processed through the Clerks' Division.

#### Municipality and Library Interaction

The City CAO and Library CEO will meet as required to discuss matters of common interest and concern between the Municipality and Library.

While it is understood that the Library CEO does not have the authority to direct City Staff other than library employees, it is agreed that the CEO may directly approach City Directors, Managers and other staff for assistance and support as necessary to coordinate those in-kind services identified in the Schedule.

The Library CEO will ensure that City Directors are contacted directly in regards to matters involving City policies or directives, budgets or staff workloads. The Library CEO may directly contact City managers or staff in regards to day-to-day operational matters.

## **Schedule B**

### **Services Provided by the Library Board to the Municipality**

The Library Board agrees to provide the following services for the Municipality from each of its branch locations (unless otherwise stated below):

- Sale of burn permits.
- Sale of dog tags.
- Sale of garbage tags.
- Sale of recycling bins (selected branches as mutually agreed upon).
- Burial permits (Fenelon Falls Branch only).
- Sale of Bulk Water purchases (Fenelon Falls Branch only).
- Commissioner of Oaths (Fenelon Falls and Woodville Branches only).
- Distribution of City publications, surveys and information flyers.

The Library Board agrees to:

- Adherence to all applicable City policies, management directives and collective agreement(s).
- Adherence to MFIPPA when releasing information to the public.
- Sale of other City products and services as mutually agreed upon.
- Customer Services commonly provided at Municipal Service Centres, where appropriate and mutually agreed upon.
- Sharing of research, data and information, where available, to support City reviews, programs, services, plans and studies.
- Use of library space and meeting rooms, when available, to conduct City business at no charge.
- Use of space and staff resources, where available and mutually agreed upon, to support municipal elections.

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number MLE2017-007**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier: 5**

**Subject: Long Beach Road Prohibited Parking areas**

**Author/Title: Aaron Sloan – Manager Municipal Law Enforcement**

---

### **Recommendation(s):**

**RESOLVED THAT** Report MLE2017-007, Amendments to the Parking by-law 2012-173, be received;

**THAT** parking is prohibited on both sides of **Long Beach Road** from the center/crown at the corner to a point 50 metres west ending in front of # 429;

**THAT** parking is prohibited on both sides of **Long Beach Road** from the center/crown at the corner (area in front of 431) along the lake front north 784 m to end at the intersection of Rodman Dr. and Long Beach Road; and

**THAT** the necessary By-Law, with amendments, be forwarded to Council for adoption.

---

**Department Head:** \_\_\_\_\_

**Corporate Services Director / Other:** \_\_\_\_\_

**Chief Administrative Officer:** \_\_\_\_\_

## **Background:**

Long Beach Road is approximately 8 kms in length and located in Ward 5 in the City of Kawartha Lakes. Long Beach Road originates in the Hamlet of Cameron and runs east from Hwy 35 N. before turning north and connecting with City Road 121. The first four kilometres of Long Beach Road east of Cameron is CKL Road 34 which is built with standard lane widths and wide shoulders. The next four kilometres is no longer an arterial road. It has narrow lane widths and no shoulders. The subject area is a mix of standard lanes, wide boulevards, and narrow lanes, no shoulder, bisected by a sharp curve in a 40 km/h speed zone.

On November 22, 2016, Councillor Stephen Strangway brought to Council a memorandum attached as Appendix "A".

**RESOLVED THAT** the Memorandum from Councillor Strangway regarding Long Beach Road Parking, be received; and

**THAT** staff be requested to research the parking issue on Long Beach Road from Manor Road past the curve along the lake front for 50m including consultation with the citizens and business that own cottages and reside within 150 meters of this area and report any recommendations.

**CR2016-1130**

This report addresses that direction.

## **Rationale:**

The purpose of the Parking By-law 2012-173 is to assist in the safe movement of traffic, ensure the safety of the public and to allow for the safe and efficient passage of emergency vehicles using our roadways.

## **Long Beach Road:**

Staff visited the Long Beach Road area (map attached as Appendix "B") in the fall of 2016 and again in April 2017. The roadway entering the Long Beach Community is a paved two lane highway type roadway with a mix of gravel and paved shoulders closer to the lake. The roadway measures approximately 8 m wide and it narrows to 5.5 m as it turns north, continuing along the lake front area. The roadway along the lake front is 5.5m wide, and it is very narrow limiting vehicle movement in both directions. The roadway primarily serves as access to the subdivision (community of Long Beach) residents, cottages along the lake front, a restaurant, and a marina before continuing and connecting to City Road 121.

The Parking By-Law 2012-173 establishes a general parking time limit on all roadways without parking meters to be 12 hours maximum. Parking in this area is currently permitted on both sides of this roadway.

Offences that violate the Parking by-law that do not require an amendment or signs are as follows:

- parking within 2 meters of a driveway,
- park wrong side of highway,
- park within 9 metres of an intersection,
- park obstruct or interfere or prevent the movement of vehicular traffic; and
- park to interfere with snow removal (seasonal);
- or in a way that interferes with maintenance or repair of highway and utilities.

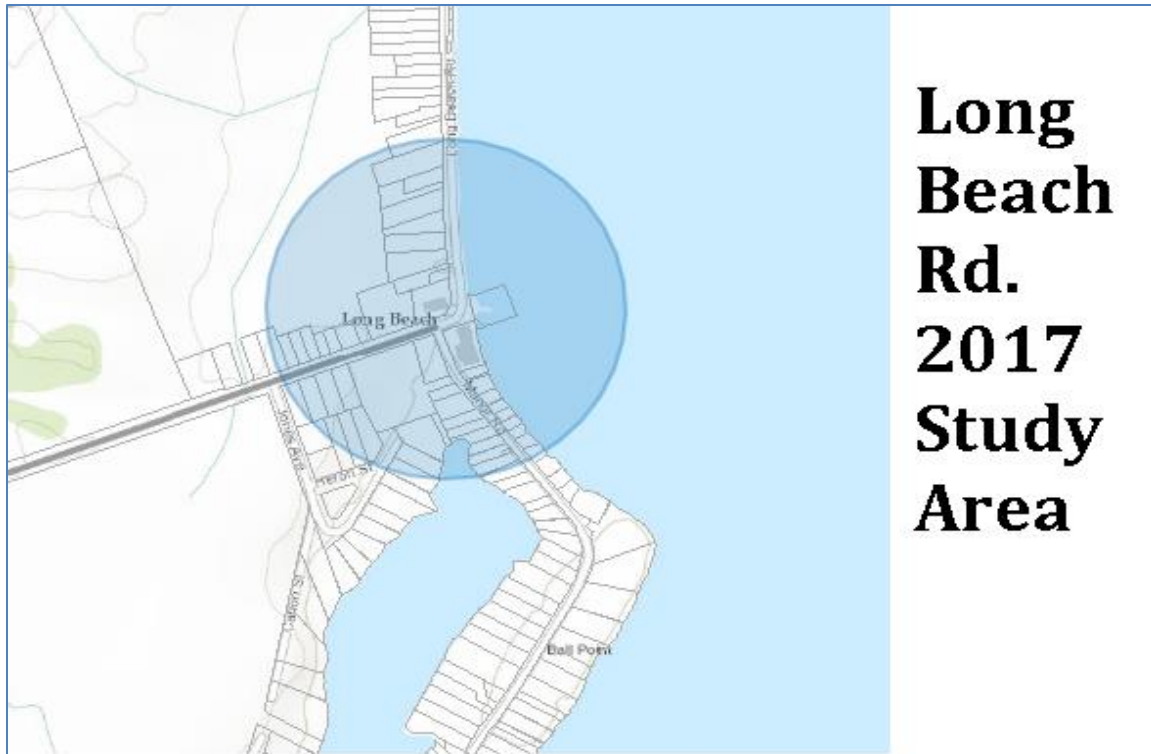
Since 2004 Municipal Law Enforcement has received 7 parking occurrence complaints/concerns for this area. The occurrences include concerns that driveways were being blocked; vehicles were parked facing the wrong direction and obstruction of the roadway. Staff issued warnings and did not issue parking tickets for violations found.

In March 2017 staff sent out a consultation package with letter dated March 24, 2017, attached as Appendix "C", to thirty one (31) of the area businesses and residents that fall with 150 meters of the corner. Staff advised that comments are to be returned by April 28, 2017. The mailing address list and area map has been included as follows:

**Mailing address list:**

7 Heron St.	9 Heron St.
8 Manor Rd.	9 Manor Rd.
11 Manor Rd.	12 Manor Rd.
14 Manor Rd.	15 Manor Rd.
413 Long Beach Rd.	414 Long Beach Rd.
415 Long Beach Rd.	417 Long Beach Rd.
418 Long Beach Rd.	419 Long Beach Rd.
420 Long Beach Rd.	422 Long Beach Rd.
423 Long Beach Rd.	425 Long Beach Rd.
429 Long Beach Rd.	430 Long Beach Rd.
431 Long Beach Rd.	432 Long Beach Rd.
439 Long Beach Rd.	441 Long Beach Rd.
443 Long Beach Rd.	449 Long Beach Rd.
453 Long Beach Rd.	457 Long Beach Rd.
459 Long Beach Rd.	461 Long Beach Rd.
463 Long Beach Rd.	





Nine (9) responses were received from the residents and businesses and are attached as Appendix "D". One (1) of the packages was returned unclaimed to the staff sender.

### **Summary of responses:**

- Resident is concerned that regulating parking along Long Beach Road will force parking issues such as safety and congestion onto Manor Rd.
- Consider type of regulation such as "No Stopping" and "No Standing"
- Supports change, but due to narrow roadway, wishes to expand the suggested 50 m regulated areas further along the lake frontage of Long Beach Rd.
- All suggested distance increased (50 M+)
- Addition of speed bumps
- Removal of roadside rocks
- Do not regulate the area.

## **Definitions from By-law 2012-173:**

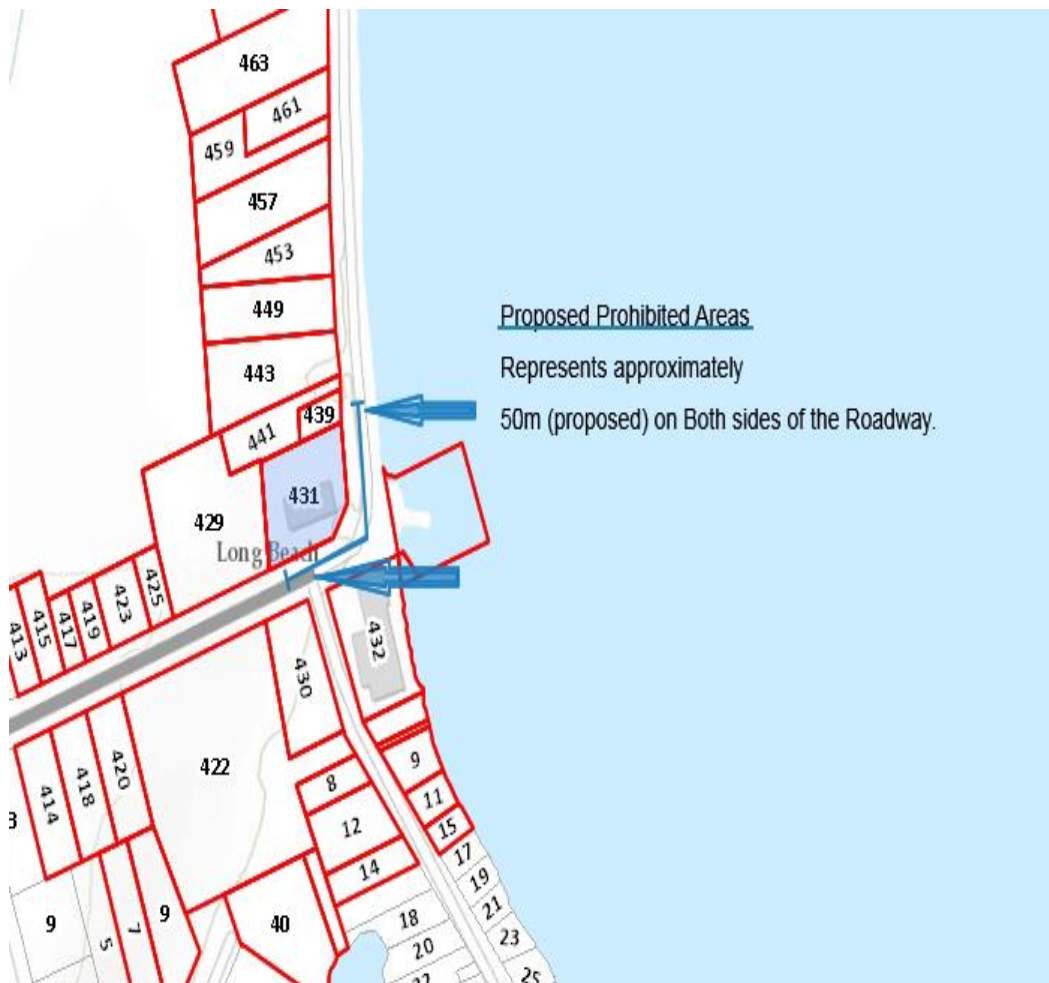
**"loading"** means the physical activity of moving merchandise from or to a property or another vehicle and the physical activity of passengers entering or departing a vehicle;

**"park"** or **"parking"** means the standing of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading passengers or goods;

**"stop"** or **"stopping"** means the halting of a vehicle, even momentarily, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a police officer or of traffic control sign or signal;

## Options:

1. That the parking by-law be amended to create prohibited parking areas as per the map below. Prohibited areas would be established on both sides of Long Beach Road approximately 50 m (between 431 and 429, on the north side and 422 and 430 on the south side, and 431 and 439 on the west side) in either direction of the corner. This option provides increased sight lines from both directions for vehicles entering into the corner and for vehicles exiting the parking lots of the area businesses. The prohibited area would only be located in front of public areas, and the local businesses, which have on site parking.

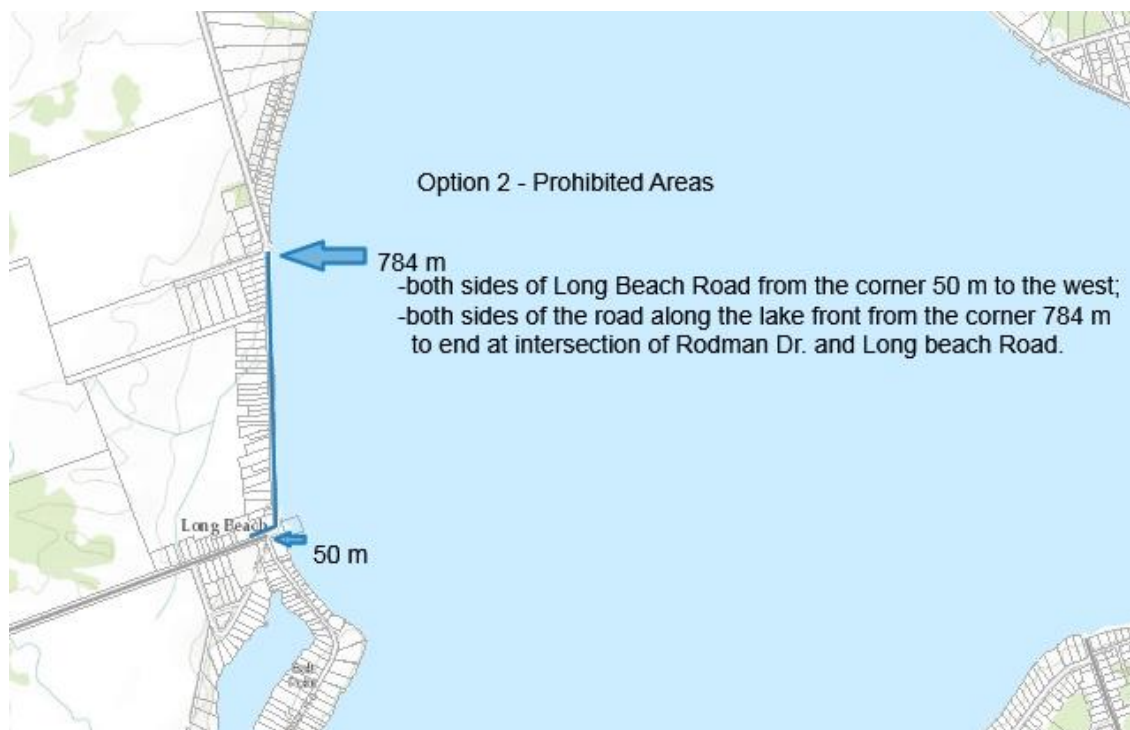


2. That the parking by-law be amended as per the map included below to create Prohibited parking areas on both sides of Long Beach Road from the corner approximately 50 m to the west (as described in option 1); and that prohibited parking areas be created on both sides of the road along the lake front from the corner north 784 m to end at intersection of Rodman Dr. and Long beach Road.

In all options, Staff examines the need for specific regulation and the general purpose of the Parking By-law is to regulate traffic, parking and emergency vehicle access.

Consideration has been made to the responses received from the study. While a number of the responses appear to not be in favour of regulation in the area, some citizens have indicated that the suggested regulation be expanded to cover a greater area along the section of roadway that runs parallel to Sturgeon Lakes.

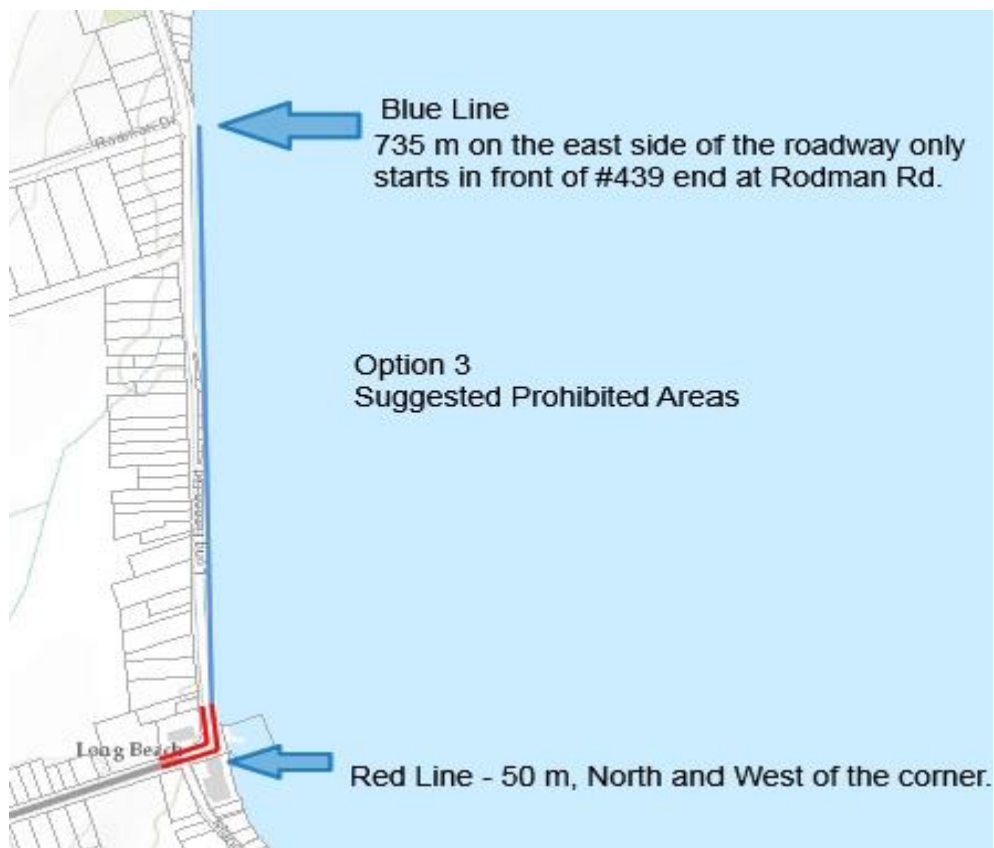
This option includes the increased sight lines from both directions for vehicles entering into the corner and for vehicles exiting the parking lots of the area businesses. The prohibited area would be extended along the north section of Long Beach Road on both sides, which will limit parking for all residents located in the area and will increase sight lines and provide space for pedestrians and vehicles to use the roadway. Staff considers safety and sight lines to be an integral part of the Parking By-Law, therefore this is the recommended option.



**3.** That the parking by-law be amended as per the map below to create prohibited parking areas on east side of Long Beach Road from # 439 north 735 m to end at the intersection of Rodman Dr. and Long beach Road; and

That prohibited parking areas are created on both sides of Long Beach Road 50 m in either direction of the corner.

This option provides parking regulation from the corner on both sides of the roadway 50 m in either direction and extends it north on the east side the roadway narrows, and limits permitted parking to the lakeside. Allowing parking will reduce the travelled portion of the roadway to a single lane. Having this option will slow traffic down and still offer expanded parking to area residents.



## **Other Alternatives Considered:**

An alternative that has been considered is to leave the By-law unchanged. This would permit parking on both sides of the roadway which includes parking for a maximum amount of 12 hours.

## **Financial Considerations:**

Cost of prohibited area signs and installation to bring By-Law into effect.

This amendment may generate complaints which will increase administrative and enforcement staff time for response and patrol, issue Parking Infraction Notice (tickets) and process the complaint/ticket issued within the parking tracking system and Provincial Offences Court.

## **Relationship of Recommendation(s) To the 2016-2019 Strategic Plan:**

These proposed changes align with Strategic Goals as we continue to promote a healthy environment by installing efficient infrastructure to maintain roadway and pedestrian safety.

## **Review of Accessibility Implications of Any Development or Policy:**

N/A

## **Servicing Comments:**

N/A

## **Consultations:**

Mike Farquhar, Supervisor – Engineering, Technical Services  
Joseph Kelly – Engineering

## **Attachments:**



Appendix -A-  
Memorandum.pdf



Appendix -B- Long  
Beach Rd area of Stu



Appendix -C- Long  
Beach Road resident



Appendix -D- Long  
Beach Road - response

**E-Mail:** cmarshall@kawarthlakes.ca  
**Department Head:** Chris Marshall  
**Department File:**



# Memo

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**To:** Mayor Letham & Members of Council  
**From:** Councillor Strangway  
**Date:** November 22, 2016  
**Subject:** Long Beach Road Parking

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## BACKGROUND

Long Beach Rd. originates in the Hamlet of Cameron and runs east off Hwy 35 N. before turning north and connecting with Cty. Rd. 121.

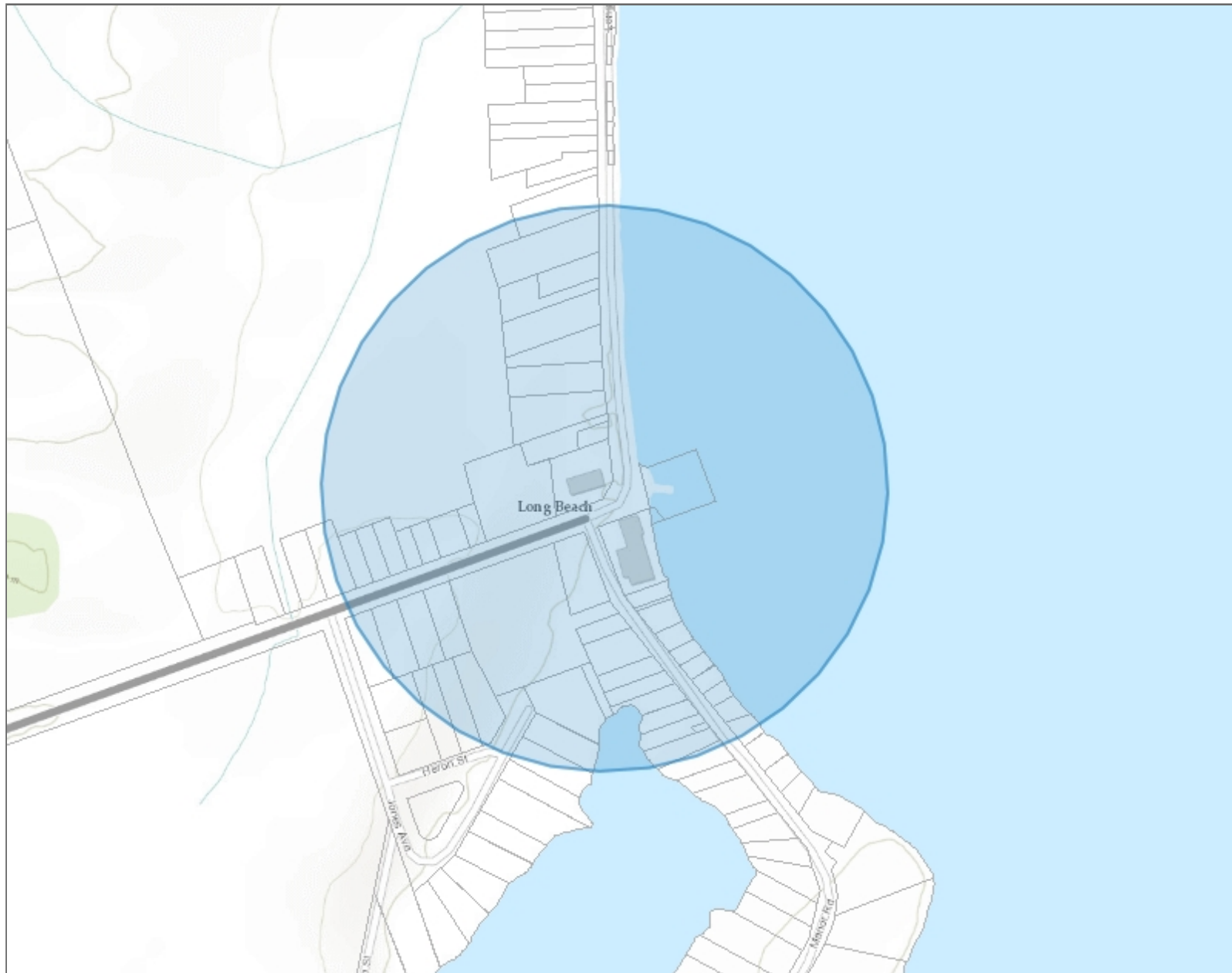
There is a parking concern on Long Beach Road that starts at Manor Rd. proceeding east before turning north for approximately 50 m. Long Beach Road is paved and the travelled portion narrows from approximately 8 m wide to 5.5 m along the lake front area. The roadway primarily serves as access to the subdivision residents and cottages along the lake front, a restaurant, a marina, and later it connects to CKL 121. The section of Long Beach Road around the corner area often becomes congested due to vehicles being parked on both sides of the road. Currently, parking is not regulated in this area.

## RECOMMENDATION

**RESOLVED THAT** the Memorandum from Councillor Strangway regarding **Long Beach Road Parking**, be received; and  
**THAT** staff be requested to research the parking issue on Long Beach Road from Manor Rd. past the curve along the lake front for 50 m including consultation with the citizens and business that own cottages and reside within 150 meters of this area and report any recommendations.



# Long Beach Road - Area of parking study 2017



## Legend

- ☐ Upper Municipalities
- ☐ Lower Tier Municipalities
- ☐ Property ROLL#

## Notes

Enter your notes here...

0.34

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 COMMERCIAL OR LEGAL PUPOSES





The Corporation of the  
**City of Kawartha Lakes**  
**Municipal Law Enforcement Division**  
180 Kent St. W.  
Lindsay, Ontario  
K9V 2Y6  
Tel: (705) 324-9411 ext. 1223  
Or 1 888-822-2225  
Fax: (705) 324-8619  
esloan@city.kawarthalakes.on.ca

---

**Aaron Sloan MLEO(c), CPSO, CMMIII** - *Manager of Municipal Law Enforcement Division*

March 24, 2017

Insert res...

Dear Property Owner,

The City of Kawartha Lakes and the Municipal Law Enforcement Division are considering *Prohibited Parking* areas along Long Beach Road. The recommendation to Council will suggest that *Prohibited Parking* be added to both sides of the roadway 50 m in either direction (map attached). We are sending this letter to the area residents to invite comments or concerns to the proposed changes.

Currently, the areas being considered for *prohibited parking* are as follows:

- Both sides of Long Beach Road 50 m in either direction of the corner. (See attached map)

The purpose of the parking regulation is to assist in the safe movement of traffic, to ensure the safety of the public using our roadways and to allow for the safe and efficient passage of emergency vehicles. The areas around the sharp corner and along the lake front are very narrow and can become very congested if parking is permitted. The Municipal Law Enforcement Division has received numerous complaints that driveways are being blocked and that the road width due to vehicle parking becomes very restrictive. Currently parking is permitted on these roadways.

***Please return any comment/concern by April 28, 2017 at 4:30 p.m. by contacting the undersigned.***

Respectfully yours,

*E. Aaron Sloan*

E. Aaron Sloan  
Manager - Municipal Law Enforcement  
City of Kawartha Lakes  
Tel: (705) 324-9411 Ext. 1223



The Corporation of the  
**City of Kawartha Lakes**  
**Municipal Law Enforcement Division**

180 Kent St. W.  
Lindsay, Ontario  
K9V 2Y6  
Tel: (705) 324-9411 ext. 1223  
Or 1 888-822-2225  
Fax: (705) 324-8619  
[esloan@city.kawarthalakes.on.ca](mailto:esloan@city.kawarthalakes.on.ca)



**Aaron Sloan**

---

**From:** [REDACTED]  
**Sent:** Monday, April 03, 2017 4:34 PM  
**To:** Aaron Sloan  
**Subject:** RE: Proposed Prohibited Parking - Long Beach Road

Thank you for your prompt response. Yes I would like the prohibited parking area to extend north on both sides of the road past lot 453 [REDACTED] - I believe he will be sending his own email requesting this extension.

I appreciate your considering my request. The road cutting off cottages from the lake has been a concern for the over 50 years my family have rented or owned the cottages, but the increased traffic and speeding has really become a problem; parked vehicles could make it very difficult for drivers to see adults/children/dogs crossing the road.

[REDACTED]

----- Original Message -----

**From:** Aaron Sloan <[csloan@city.kawarthalakes.on.ca](mailto:csloan@city.kawarthalakes.on.ca)>  
**Date:** April 3, 2017 at 9:45 AM

Hello,

Thank you for your email response. I will include you general comments in the report to Council.

I am considering your response and I want to be sure that I understand your thoughts. You wish that the proposed prohibited parking areas be extended north from the corner on Long Beach Rd. to an area past your property frontage.

How Far?

Should the prohibition be to both sides of the roadway?

Regards,

Aaron Sloan

Manager of MLEO - City of Kawartha Lakes

705-324-9411 ext. 1223

**From:** [REDACTED]  
**Sent:** Sunday, April 02, 2017 11:15 AM  
**To:** Aaron Sloan  
**Subject:** Proposed Prohibited Parking - Long Beach Road

Dear Mr Sloan: I am the owner of [REDACTED] Long Beach Road. We have had problems with people parking in front of the cottages in the past. If you prohibit parking at the corner it will only push the trucks/cars plus boat trailers further down the road and they must park on the road as there is virtually no bank on the water side and drainage ditch on the cottage side. It is a hazard for children and adults trying to cross the road to the lake as many people seldom abide by the speed limit .. adding an obstruction will only exacerbate the issue.

It would be best if trucks/cars and boat trailers park on the west (Lindsay side) of Long Beach Road as there is a good verge where the open fields are located. Perhaps you could consider extending the prohibited parking area further along the east portion of the road where cottagers are constantly crossing to the lake during the summer months.

Regards,

[REDACTED]

**Aaron Sloan**

---

**From:** [REDACTED] <[REDACTED]@[REDACTED]>  
**Sent:** Sunday, April 02, 2017 11:57 AM  
**To:** Aaron Sloan  
**Cc:** Stephen Strangway  
**Subject:** Parking restriction zone at Long Beach Road  
**Attachments:** March 31 - Response to Mr. Sloan.pdf

Dear Mr. Sloan,


Thank you for your letter from March 24, 2017, advising of the plan to implement parking restriction zone at the road turn of Long Beach Road at Sturgeon lake.

I have some comments and suggestions, detailed in the attached.

Should you need to discuss this further, I am available by phone or in person at mutual convenience.

Truly,

[REDACTED]



March 31, 2017

E. Aaron Sloan  
Manager – Municipal Law Enforcement  
City of Kawartha Lakes

CC: Councilor Stephen Strangway

RE: Prohibited Parking zone along Long Beach Road at the corner at Sturgeon Lake

Dear Mr. Sloan,

I am the owner of [REDACTED] Long Beach Road, right at the corner where the proposed zone is situated. In response to your letter from March 24 regarding the above, please note that I welcome this change wholeheartedly.

At the same time, I wish that we remain mindful that this corner is still a cluster of legal and administrative issues – property line encroachments, title overlaps and various legal rights violations, that are currently in a process of being corrected.

In this sense, it would be prudent to ensure that the proposed restriction zone is implemented in such manner, so that it resolves problems without opening new ones.

The comments I have are with regards to the following:

1. Type of restriction
2. Location of signs

### **1. Type of restriction**

I presume it will be one of the following (Pic 1 at the end of letter):

- a. No Stopping, or
- b. No Standing, or
- c. No Parking

The question is what type of restriction would be most appropriate, vis-à-vis the problem it is supposed to address.

In my discussions with Councilor Strangway in the Summer of 2016, I expressed my opinion that **No Stopping** is the most appropriate restriction. Here is why.

The problems we are trying to address are most pronounced during the Summer, when we have the most intensive vehicular and pedestrian pass-through traffic, combined with ongoing boat launching activity. There are times of day when multiple boat towing trucks line up at the corner. They stand on or near the corner of the road, often anywhere up to 30-40 minutes each upon egress and ingress. Technically, they are not parked, as the drivers are present, tending to their boats and trailers - adjusting tie-downs and boat covers, cleaning trailers, etc.

However, the effect is the same as having been parked. There is no difference between a single vehicle "parked" for 2 hours and 4 different vehicles "stopped" for 30 min one after the other. In other words, regardless of duration of "standing" at the road turn, a stationary vehicle obstructs traffic and causes hazard nevertheless.

I personally, have an episode, where I was sitting in my car with running engine in my driveway, unable to leave for 40 min, because someone was adjusting his boat on the trailer right in front of my car and refused to move. See Pic 2 at the end of the letter.

Therefore, I believe, and suggest, that the zone must be designated **No Stopping**, instead of just No Parking. The latter would remedy the pain partially and ineffectively.

## **2. Signs location**

Several points:

- A. I presume that the 50m proposed stretch of the zone in each direction, is measured from the inside of the road curve, not the outside. I.e. – the proposal intends that the shortest side of the zone be 50m, not the longest side.
- B. The west half of my property extends 175 feet by title along the east-west run of Long Beach Road. The proposed zone is 50m, or 164 feet, i.e. terminating 11 feet before the end of my property. This would mean at least two undesirable things:
  - a sign would have to be placed right in front of the driveway behind the large building on my property.
  - vehicles would be allowed to stand/park past the sign, right in front of that driveway, blocking it.

I would therefore suggest that on this side of the road, the zone is extended by another 3.34m (11 feet) to the property line between 431 LBR and 429 LBR on your map. This would translate into making this side of the zone a total of 53.34 meters.

C. The north-south stretch of Long Beach Road (alongside the lake) is a **forced road**. This means two things, corroborated by CKL's Land Management in a court affidavit by Diane McFarlane:

- a. forced road boundaries are limited to the travelled portion of the road – in our case from edge of asphalt to edge of asphalt on both sides of the road; and
- b. the municipality has no right to widen forced road boundaries beyond the travelled surface.

I am concerned, because I am aware of attempts by the municipality to extend the westward boundary of the road by at least 5 more feet, thus encroaching on my property without my consent. Surveyors commissioned by the City seem to follow this instruction blindly, adding to the already long list of legal nonsense in the area.

I am mindful of the practical necessity to install forced road signage outside of the travelled portion. I am already tolerating two such sign installations on my land.

However, I want us to avoid new acts of encroachment and wish that the new signs are installed where they would not cause further contention with private property rights.

**Here is one solution – install the signs exactly on the line between two adjacent properties. Even if outside of the legal limits of the road, it is where a fence would normally be.**

**Hence, I would suggest that on the north-south stretch of LBR, the proposed zone, respectively signs installation, is adjusted from 50m to one of the nearest property lines, by about 8m up or down.**

Perhaps most practical would be to set it between [REDACTED] and [REDACTED] on your map.

My property is 150 feet wide (or 42.72m) and the next property ([REDACTED]) is 50 feet wide (or 15.24m). This way the zone would either be extended to 58m (42.72m+15.24m), or reduced to 42.72m (on the line between [REDACTED] and [REDACTED]).

Naturally, the longer version would be preferred, considering that this is the more vulnerable part of Long Beach Road, being narrow and abutting the lake on the east.

I am available to discuss the above by phone or in person.

Truly,

[REDACTED]



Pic 1

Do not stop in the area between the signs. This means you may not stop your vehicle in this area, even for a moment. (Used in pairs or groups.)



Do not stand in the area between the signs. This means you may not stop your vehicle in this area except while loading or unloading passengers. (Used in pairs or groups.)



Do not park in the area between the signs. This means you may not stop your vehicle except to load or unload passengers or merchandise. (Used in pairs or groups.)



Pic 2



## Aaron Sloan

---

**From:** [REDACTED]  
**Sent:** Saturday, April 15, 2017 11:18 AM  
**To:** Aaron Sloan  
**Subject:** no parking signs

To Aaron Slone:

I will agree to the No Parking Sign for the reason that you are correct in saying there is no room on that corner. In saying that I would like the distance of 50m north of the corner to be extended to 100m north as my driveway is at the end of where the sign is to be placed. My driveway would be in approximately in the 60m to 70m from the corner. If a vehicle was parked in front of my driveway I would not get out.

A concern I have with that corner is all these rocks on the edge of the road that is quite a hazard in my eyes. I have seen kids playing on these rocks and there is a possibility of someone falling off one and into traffic. People tend to walk on the wrong side of the road to go around these rocks. If the rocks were put there to defer people from parking at the corner then I would think the rocks could be removed and let the signs do their work.

Yours truly

[REDACTED]  
[REDACTED]

**Aaron Sloan**

---

**From:** [REDACTED]  
**Sent:** Saturday, April 15, 2017 11:48 AM  
**To:** Aaron Sloan  
**Subject:** no parking signs

To Aaron Slone:

I will agree to the No Parking Sign for the reason that you are correct in saying there is no room on that corner. In saying that I would like the distance of 50m north of the corner to be extended to 100m north as my driveway is at the end of where the sign is to be placed. My driveway would be in approximately in the 60m to 70m from the corner. If a vehicle was parked in front of my driveway I would not get out.

A concern I have with that corner is all these rocks on the edge of the road that is quite a hazard in my eyes. I have seen kids playing on these rocks and there is a possibility of someone falling off one and into traffic. People tend to walk on the wrong side of the road to go around these rocks. If the rocks were put there to defer people from parking at the corner then I would think the rocks could be removed and let the signs do their work.

Yours truly

[REDACTED]

## Aaron Sloan

---

**From:** [REDACTED] >  
**Sent:** Sunday, April 09, 2017 10:29 PM  
**To:** Aaron Sloan  
**Subject:** Prohibited parking on Long Beach Road

Aaron:

I am writing about the proposal to prohibit parking along Long Beach Road 50 meters in each direction of the corner at [REDACTED]

I have no issue with the parking prohibition, however you will only be pushing the issue down the road.

We don't have sufficient bank to allow any parking off the paved section of the road on the lake side and a deep ditch on the cottage side of the road.

Any parking along this portion of the road would cause a lot of problems with congestion as well as reduced visibility as people cross the road to get to the lake.

We have grandchildren who are at the cottage on a regular basis and I believe this would be a very unsafe situation.

We have sufficient parking on our property for any vehicles visiting us and any vehicles would be from cottages west of the corner and I believe they should provide parking for their own vehicles.

On another issue, many years ago we approached council about installing speed humps along the road as there are many vehicles that turn the corner and accelerate above the posted speed limit.

At that time there was an issue about snow removal, however I believe that must have been overcome as I see many speed humps within the city where streets are plowed regularly.

If you could consider this issue also, or let me know how to go about bringing this proposal up again it would be most appreciated.

Thank you for your consideration of our issues.

[REDACTED]



RECEIVED APR 27 2017

April 24, 2017

Aaron Sloan, Manager-Municipal Law Enforcement  
180 Kent St. W.  
Lindsay ON  
K9V 2Y6

Dear Aaron Sloan:

We wish to express our opposition to the City's proposal to prohibit parking at the corner of Long Beach Road in the hamlet of Long Beach, Cameron.

Long Beach is an area of mixed housing and several businesses associated with tourism. To impose restricted parking in the area would have a severe impact on the local community and tourism businesses.

The Long Beach Residents' Association (LBRA) dock and launch facility attracts many local residents and outside tourists to the area. Restricted parking would discourage those wishing to fish off the dock or launch their boats. Many users of the LBRA facility patronize not only our business but also the Long Beach Marina & Restaurant, Long Beach Live Bait & Tackle Shop and Long Beach Cottages & Trailer Park. Parking in the area is not a problem, it's a necessity.

Parking in the area has always been inadequate and was restricted even more in 2012 when [REDACTED] purchased the adjacent property at [REDACTED] Long Beach Road and claimed a portion of the parking lot as his own. In order to prevent vehicles from using the parking lot, he blocked the entrance with huge boulders. [REDACTED] does not want vehicles parked in the LBRA parking lot, nor does he want vehicles blocking his view by allowing parking on municipal property between his property and the lake. [REDACTED] will be the only person to benefit from restricted parking.

We have operated our business here for nearly 20 years and only once during that time, do we recall an accident at the corner of Long Beach Road. An accident that was caused by an intoxicated driver, not because of parked vehicles obstructing the safe and efficient passage of motor vehicles. And not once has the community experienced traffic congestion due to parked vehicles.

Community residents and local businesses have much to lose if restricted parking is implemented.

Sincerely,

*Don & Debra Abel*

Don & Debra Abel  
Lakeview Cottages & General Store  
[lakeviewcottages@gmail.com](mailto:lakeviewcottages@gmail.com)

RECEIVED APR 27 2012

---

# LONG BEACH RESIDENTS' ASSOCIATION

429 Long Beach Rd., Cameron ON K0M 1G0

Telephone/Fax: (705) 359-3707

---

April 26, 2017

Aaron Sloan, Manager-Municipal Law Enforcement  
180 Kent St. W.  
Lindsay ON  
K9V 2Y6

Dear Aaron Sloan:

On behalf of the Long Beach Residents' Association I wish to express our opposition to the City's proposal to prohibit parking at the corner of Long Beach Road in the hamlet of Long Beach, Cameron.

Parking in the area is not a problem, it's a necessity. Long Beach is an area of mixed housing and several businesses associated with tourism. To impose restricted parking in the area would have a severe impact on community safety and local tourism businesses.

The Long Beach Residents' Association (LBRA) dock and launch facility attracts many local residents and outside tourists to the area. The LBRA is a non-profit corporation totally revenue dependant on launch and dock fees. Restricted parking would discourage those wishing to fish off the dock or launch their boats. Many users of the LBRA facility patronize several tourism related business in the area. Specifically, Lakeview Cottages & General Store, Long Beach Marina & Restaurant, Long Beach Live Bait & Tackle Shop and Long Beach Cottages & Trailer Park. Those wishing to ice fish on Sturgeon Lake would also have nowhere to park. Most importantly, if restricted parking is implemented, vehicle owners who still wish to visit the area will be forced to park farther north on Long Beach Road causing serious safety concerns due to the narrowness of that particular section of the road.

Since the early 1950's, vehicles have parked in the parking lot located on the LBRA facility. However in 2012 [REDACTED] purchased [REDACTED] Long Beach Road and claimed the front 25' of the 64' deep parking lot located across the road from his property as his own and blocked the front of the parking with huge boulders. When I asked [REDACTED] if he would consider leaving the parking lot open, he simply stated, "I don't want people crossing my property to get to your property." Because of [REDACTED]'s actions, parking in the Long Beach area became more restricted.

The only real obstruction at the corner of Long Beach Road is a visual obstruction created when [REDACTED] planted a cluster of trees on the southeast corner of his property. [REDACTED] does not want people to swim in Sturgeon Lake near his property, he does not want vehicles to park in the LBRA parking lot and he does not want vehicles blocking his view by parking on municipal property between his property and the lake.

Community residents and local businesses have much to lose if restricted parking is implemented. [REDACTED] will be the only person to benefit.

Sincerely,



Don Abel, President  
Long Beach Residents' Association  
[lbresidentsassociation@gmail.com](mailto:lbresidentsassociation@gmail.com)

RECEIVED APR 27 2017

April 26, 2017

Aaron Sloan, Manager-Municipal Law Enforcement  
180 Kent St. W.  
Lindsay ON  
K9V 2Y6

Dear Aaron Sloan:

As owner of Long Beach Live Bait and Tackle, I wish to express my opposition to the City's proposal to prohibit parking at the corner of Long Beach Road in the hamlet of Long Beach, Cameron. To impose restricted parking in the area would have a negative impact on the local community and its tourism businesses.

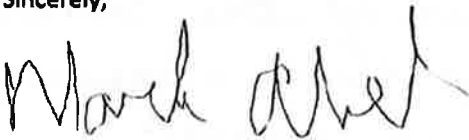
Long Beach is located on Sturgeon Lake and attracts many tourists to the area. Currently, at the corner where restricted parking is being proposed, there are five businesses including mine whose main source of income relies on tourism.

My business also relies on the tourists and local community members who use the Long Beach Residents' Association (LBRA) dock and launch facility. The marina also has a boat launch and I rely on the fishermen using that facility to visit my business as well. My business also serves the ice fishing industry. Restricted parking would preclude any parking close to the lake, thus discouraging potential customers from visiting the area. Parking in the area is not a problem, it's a necessity.

Parking in the area was severely restricted in 2012 when [REDACTED], purchased the adjacent property at [REDACTED] Long Beach Road and placed huge boulders on the east side of Long Beach Road which blocked the entrance to the LBRA's parking lot. He said he *"does not want people crossing his property to get to the LBRA parking lot."*

[REDACTED] will have an unobstructed view of the lake but at the expense of the area businesses and members of the local community. Community residents and local businesses have much to lose if restricted parking is implemented. I urge the City of Kawartha Lakes to reconsider this proposal because of the impact it will have on the area businesses.

Sincerely,



Mark Abel  
Long Beach Live Bait & Tackle  
429 Long Beach Rd.  
Cameron ON K0M 1G0  
[REDACTED]



RECEIVED APR 27 2017

April 11, 2017.

E. Aaron Sloan.  
Municipal Law Enforcement.

Dear Sir.

In response to your letter, I am against the recommendation put forward regarding prohibited parking on Long Beach Road.

I have lived at Lot ~~XXXX~~ on your diagram, since 2005. Parking has not been a concern since I have been here. Traffic flows unobstructed, and if there are complaints as suggested, I assume they are made by ~~XXXX~~ Lot owner.

The current owner of the corner property wants parking rules changed to serve his purpose. I suggest hedges on this corner be prohibited, and the large rocks on the water side, road shoulder be removed as they pose a concern for visibility and vehicle damage. Large rocks



should not be allowed. that closed to traffic lanes. They are a hazard.

Lat ~~does~~ does not have the right to take away what we already have. This neighbour will not accomodate anyone. A right of way for water exists on the north boundary of this property. But access to maintain the water line, has been refused. He will not give permission for access.

So under no condition should this current owner have the right to control parking for the whole of the neighbourhood. Personal interest is at stake; to control the corner for "personal water front use". Two small businesses are situated here. A small store and a restaurant. They need parking.

I want parking as it exists. That is what I bought here, and what I pay taxes to maintain.

Thank you.

~~Lat~~

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number RS2017-010**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:**

**Subject:** Surplus Declaration and Conveyance of Part of St. Thomas' Anglican Cemetery, legally described as Part of Lot 8, North of Portage Road, designated as Part 2 on Plan 57R2197, in the former Geographic Township of Bexley, City of Kawartha Lakes

**Author Name and Title:** Laura Carnochan, Law Clerk – Realty Services

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### **Recommendation(s):**

**RESOLVED THAT** Report RS2017-010, Surplus Declaration and Conveyance of Part of St. Thomas' Anglican Cemetery, legally described as Part of Lot 8, North of Portage Road, designated as Part 2 on Plan 57R2197, in the former Geographic Township of Bexley, City of Kawartha Lakes, be received;

**THAT** the subject property, legally described as Part of Lot 8, North of Portage Road, designated as Part 2 on Plan 57R2197, in the former Geographic Township of Bexley, City of Kawartha Lakes, be declared surplus to municipal needs;

**THAT** the conveyance of the subject property for nominal consideration be supported, notwithstanding sections 3.03 & 3.04 of By-law 2010-118 and pursuant to sections 1.2 & 1.3 of Policy C-2014-DEV-001, in accordance with the provisions of Registered Instrument 143084;

**THAT** notice be given in accordance with By-laws 2008-065 and 2010-118, as amended;

**THAT** on completion of the public notice, Council shall consider any deputation or public input in opposition of the conveyance, if any, and if appropriate, pass a

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

By-law (with any amendments deemed necessary) to authorize its disposition;  
and

**THAT** the Mayor and Clerk be authorized to execute all legal closing documents required for the conveyance of the subject property.

### **Background:**

The subject property, legally described as Part of Lot 8, North of Portage Road, designated as Part 2 on Plan 57R2197, in the former Geographic Township of Bexley, City of Kawartha Lakes was transferred to the Incorporated Synod of the Diocese of Toronto for church and cemetery purposes by transfer/deed of land registered on December 21, 1978 as R143084.

The subject property was acquired by the City of Kawartha Lakes by transfer registered on March 18, 2016 as KL109627, as part of the St. Thomas' Anglican Cemetery.

The subject property is subject to an interest in R143084, which states:

TO HAVE AND TO HOLD unto the said Grantee its successors and assigns for so long as it shall be used for church and cemetery purposes and no longer should the church and cemetery cease to exist.

SUBJECT NEVERTHELESS to the reservations, limitations, provisos and conditions expressed in the original grant thereof from the Crown. When the said lands are no longer used for church and cemetery purposes, they shall be returned to the Grantor.

The purpose of this report is to obtain Council approval to proceed with the conveyance of the subject property back to the Estate of the Grantor.

Appendix A is a map showing the general area of the property, Appendix B is an aerial photo of the subject property, Appendix C is a map of the subject property, Appendix D is a copy of the transfer/deed of land registered as R143084.

### **Rationale:**

The Director of Community Services has confirmed that there are no current plans for utilizing the subject parcel for cemetery purposes in the foreseeable future.

The subject property was circulated to the Land Management Committee members for review and comment prior to presenting same to Council. No objections have been received from the committee members to having this

property declared surplus to municipal needs and conveyed to the Estate of the Grantor for nominal consideration.

Section 1.2 of the City's Disposal of Real Property Policy C-24-DEV-001 states that real property shall be disposed of at the appraised market value unless waived by Council.

Section 1.3 of Policy C-24-DEV-001 states that, unless prohibited by the Municipal Act, 2001, City Council may dispose of real property at less than market value if it is in the best interests of the City to do so.

Similarly, section 3.03 of By-law 2010-118, dealing with the acquisition and disposition of land, requires an appraisal, subject to the exemption at section 3.04, which allows disposition to public bodies, closed highways, lands purchased pursuant to the right at section 42 of the Expropriations Act, and other examples listed at Schedule A to the By-law. Schedule A does not generally list the example where land is purchased pursuant to a right of the purchaser, however, the right of the purchaser in the Expropriations Act scenario is an example of one such right.

Because the purchaser of this property has a right to the "return" of this property, the purchaser has a right to obtain this property for nominal consideration. Section 106 of the Municipal Act, 2001, which prohibits the conveyance of City property to a commercial or industrial purchaser below fair market value, is not offended by virtue of the existence of the purchaser's right of return.

Conveyance of the subject property to the Estate of the Grantor is appropriate given that it is no longer required for cemetery or church purposes.

### **Other Alternatives Considered:**

Council may decide to retain the subject property. That would be inconsistent with the nature of the City's interest as limited by instrument R143084 and is not recommended in this circumstance.

### **Financial/Operation Impacts:**

All costs of the transaction shall be paid by the transferee.

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

This Report does not directly impact or align with a specific Strategic Priority.

### **Consultations:**

Land Management Committee (established by Policy 032-CAO-005)

Director of Community Services

## **Attachments:**

Appendix A: General Area Map



Appendix A - General  
Location Map.pdf

Appendix B: Aerial Photo



Appendix B -  
Aerial.pdf

Appendix C: Map



Appendix C -  
Map.pdf

Appendix D: Instrument R143084

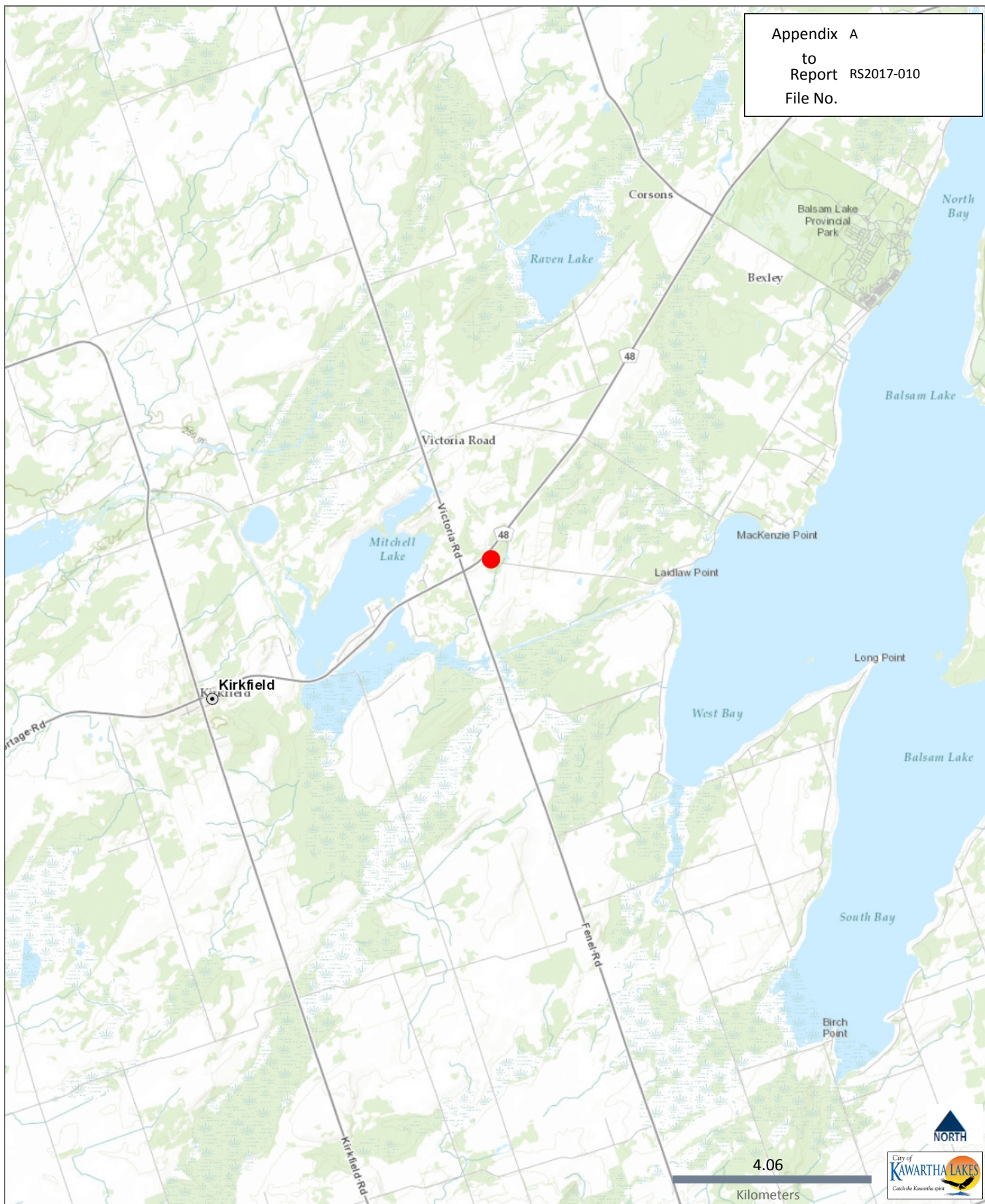


Appendix D -  
R143084.pdf

**Department Head E-Mail: [rcarlson@city.kawarthalakes.on.ca](mailto:rcarlson@city.kawarthalakes.on.ca)**

**Department Head: Robyn Carlson**



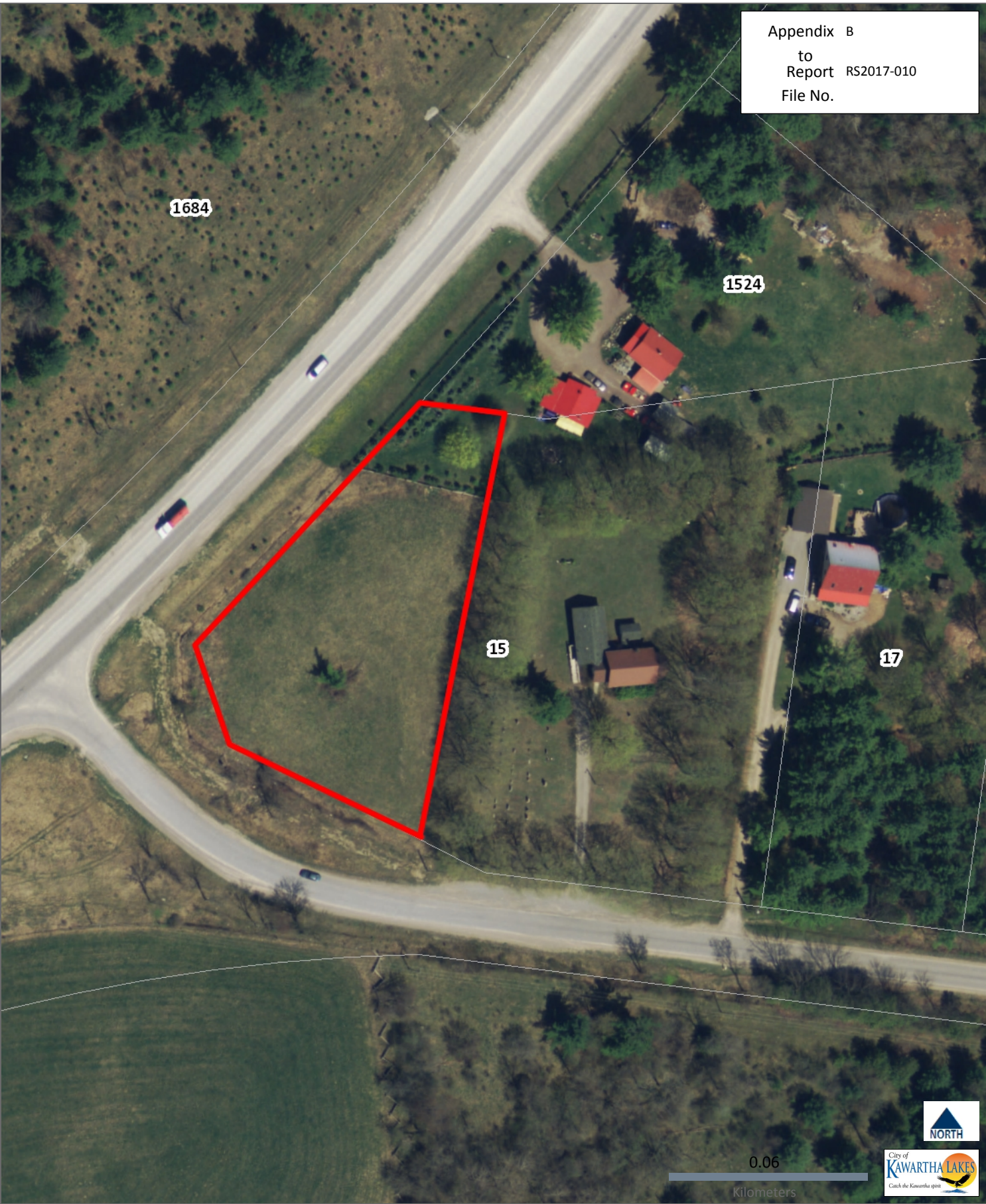


THIS MAP IS NOT TO BE USED FOR NAVIGATION  
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This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

Date:



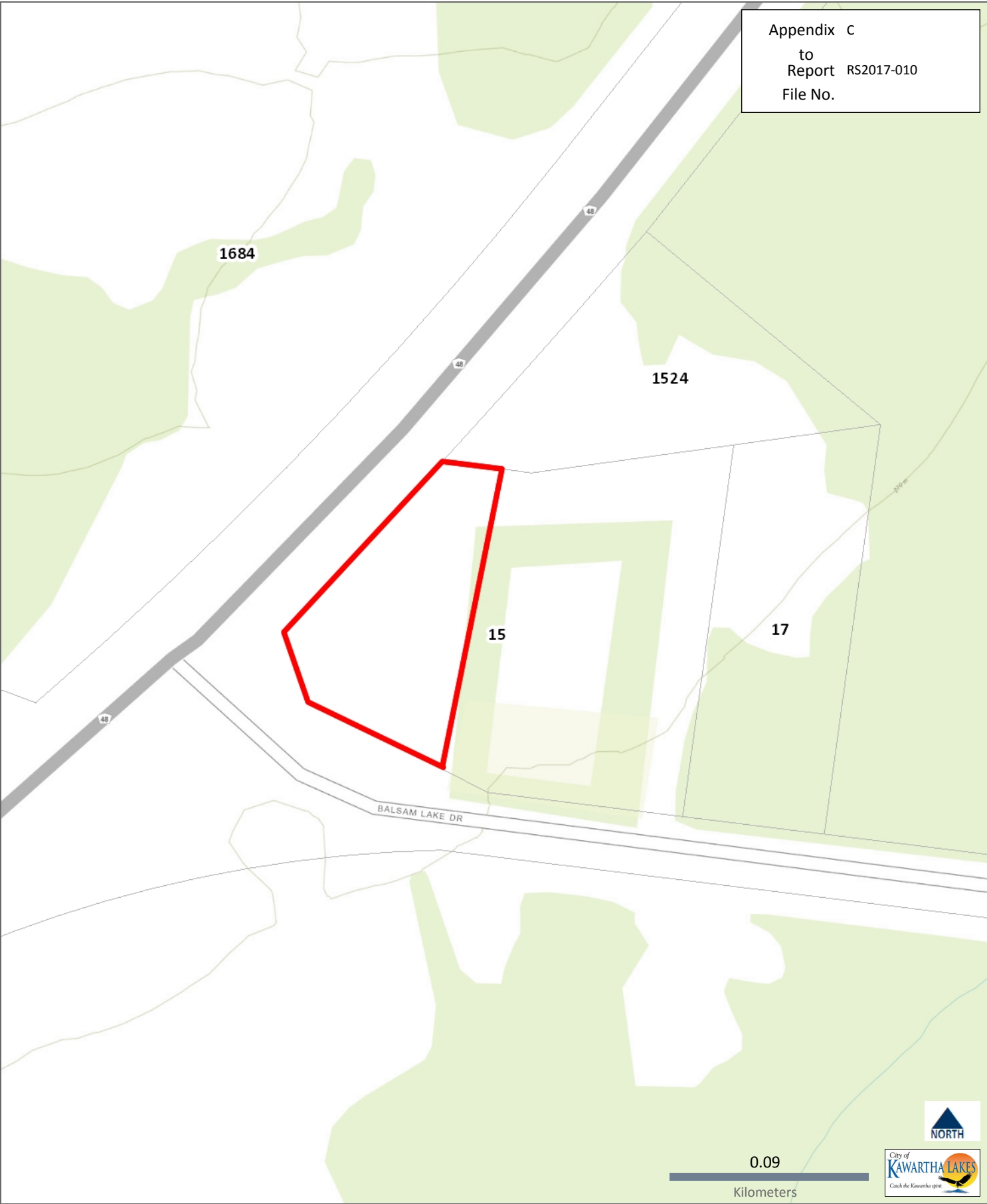


Appendix B  
to  
Report RS2017-010  
File No.

THIS MAP IS NOT TO BE USED FOR NAVIGATION  
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Date:



THIS MAP IS NOT TO BE USED FOR NAVIGATION  
© 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.

Date:



I/WE ARTHUR H. R. WEBSTER  
of the Village of Fenelon Falls  
in the County of Victoria

\* If attorney  
see footnote

make oath and say: When I executed the attached instrument,

I/WE Was at least eighteen years old.

Within the meaning of section 1(f) of The Family Law Reform Act, 1978:—

Strike out  
inapplicable  
clauses.

- a) I was a spouse.
- b) ~~XXXXXX~~
- c) ISABEL L. WEBSTER was my spouse.
- d) The within property is not now and has never been the matrimonial home of my spouse and myself within the meaning of Section 1(f) of The Family Law Reform Act, 1978.

\*\*Not a  
Matrimonial  
Home, etc.  
see footnote.

Resident of  
Canada, etc.

I am a resident of Canada within the meaning of Section 116 of the Income Tax Act.

(SEVERALLY) SWORN before me at the Village  
of Fenelon Falls, in the County  
of Victoria  
this 30<sup>th</sup> day of May 19 78

*Arthur H. R. Webster*

A COMMISSIONER FOR TAKING AFFIDAVITS, ETC.

\*Where affidavit made by attorney substitutes: "When I executed the attached instrument as attorney for (name), he/she was (adult status and, if applicable, name of spouse) within the meaning of Section 1(f) of The Family Law Reform Act, 1978, and when he/she executed the power of attorney, he/she had attained the age of majority".

\*\*Where spouse does not join in or consent, see Section 12(1) of The Family Law Reform Act, 1978 (for complete separate affidavit).

143084

Dated February 20th 19 78

ARTHUR H. R. WEBSTER

TO

OF  
THE INCORPORATED SYNOD/THE  
DIOCESE OF TORONTO

Address: c/o 135 Adelaide Street E.  
Toronto, Ontario

Deed of Land

SITUATE

Township of Dextley  
County of Victoria

Div. 8 Dextley C., Lot 100 Dextley Cline, Island

ASSESSMENT ROLL NO  
ADDRESS OF PROPERTY

McEachern and Webster  
Barristers and Solicitors  
22 - 24 Peel Street  
Lindsay, Ontario

LAND REGISTRY ACT, 1978

78 DEC 21 P1:16

143084

No. 143084  
Regis. Division of Victoria (No. 57)  
I certify that this instrument is registered as

DEC 21 1978

In the Land Registry, Office at Lindsay, Ontario  
*Beattie* (LAND REGISTRY)

REGISTERED BY:	
MICROFILMED BY:	

REGISTRY OFFICE

REGISTRATION FEE	10.00
LAND TRANSFER TAX	7
RETAIL SALES TAX	

143084

5  
THIS INDENTURE made (in duplicate) the twentieth day  
of February, one thousand nine hundred and seventy-eight.

IN PURSUANCE OF THE SHORT FORMS OF CONVEYANCES ACT.

B E T W E E N :

ARTHUR H. R. WEBSTER, of the Village of  
Fenelon Falls, in the County of Victoria,  
Drover,

Hereinafter called the GRANTOR

of the FIRST PART:

- and -

THE INCORPORATED SYNOD OF THE DIOCESE  
OF TORONTO, incorporated under the laws of the  
Province of Ontario,  
Hereinafter called the GRANTEE

of the SECOND PART;

- and -

ISABEL L. WEBSTER, wife of the said  
Grantor,

of the THIRD PART.

WITNESSETH that in consideration of-----

-----TWO-----

-----(\$2.00)-----DOLLARS

of lawful money of Canada now paid by the said Grantee to the  
said Grantor (the receipt whereof is hereby by him acknowledged),  
the said Grantor doth grant unto the said Grantee for so long  
as it shall be used for church and cemetery purposes and no  
longer should the church and cemetery cease to exist.

ALL and Singular that certain parcel or tract of land and  
premises situate lying and being in the Township of Bexley,  
in the County of Victoria and Province of Ontario and being  
composed of Part of Lot 8, North of Portage Road, in the said  
Township of Bexley designated as Part 2 on plan deposited in  
the Registry Office for the Registry Division of Victoria  
(No. 57) as No. 57R2197.

TO HAVE AND TO HOLD unto the said Grantee its successors and assigns for so long as it shall be used for church and cemetery purposes and no longer should the church and cemetery cease to exist.

SUBJECT NEVERTHELESS to the reservations, limitations, provisos and conditions expressed in the original grant thereof from the Crown. When the said lands are no longer used for church and cemetery purposes, they shall be returned to the Grantor.

THE said Grantor Covenants with the said Grantee that he has the right to convey the said lands to the said Grantee notwithstanding any act of the said Grantor.

AND THAT the said Grantee shall have quiet possession of the said lands, free from all encumbrances so long as it is used for church and cemetery purposes and no longer.

AND the said Grantor Covenants with the said Grantee that he will execute such further assurances of the said lands as may be requisite.

AND the said Grantor Covenants with the said Grantee that he has done no act to encumber the said lands.

AND the said Grantor Releases to the Grantee all his claims upon the said lands until no longer used for church and cemetery purposes.

AND the said ISABEL L. WEBSTER, wife of the said Grantor, hereby consents to the transaction evidenced by this Instrument and releases all interest in the within lands.

CERTIFICATE OF SECRETARY-TREASURER  
Pursuant to Subsection 20 of section 42 of THE  
PLANNING ACT, I certify that the CONSENT of the LAND  
DIVISION COMMITTEE of the COUNTY OF  
VICTORIA was given on the 14th day of  
November, 1977 to the  
transaction to which this instrument relates.  
George S. Dean  
Secretary Treasurer  
Dated this 7th Day  
of June, 1978

IN WITNESS WHEREOF the said parties hereto have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED )

in the presence of

R Webster

Arthur H. R. Webster  
ARTHUR H. R. WEBSTER

Isabel L. Webster  
ISABEL L. WEBSTER

THE LAND TRANSFER TAX ACT, 1974

Affidavit of Residence

IN THE MATTER OF THE CONVEYANCE OF Part of Lot 8, Part 2, Plan No. 57R2197,

Township of Bexley, County of Victoria, North of Portage Road.

(insert brief description of land)

TO THE INCORPORATED SYNOD OF THE DIOCESE OF TORONTO

(insert names of all transferees)

I, DAVID PTOLEMY of 135 Adelaide Street East

(print name and address)

Toronto, Ontario, Secretary-Treasurer of The Incorporated Synod of the Diocese

of Toronto,

MAKE OATH AND SAY THAT:

1. I am (place a clear mark within the square opposite that one of the following paragraphs that describes the capacity of the deponent):

(a) A person to whom or in trust for whom the land conveyed in the above-described conveyance is being conveyed;

(b) One of the trustees named in the above-described conveyance to whom the land is being conveyed; \*The Secretary-Treasurer of the

(c) ☒ A transferee named in the above-described conveyance;

(d) An agent authorized in writing to act for \_\_\_\_\_ who is a person

(insert name of principal)

described in paragraph \_\_\_\_\_ above (insert only one of paragraph (a), (b), or (c) above);

(e) The solicitor acting in this matter for \_\_\_\_\_ who is a person

(insert name of client)

described in paragraph \_\_\_\_\_ above (insert only one of paragraph (a), (b) or (c) above);

and as such, I have personal knowledge of the facts herein deposed to.

2. None of the transferees to whom or in trust for whom the land conveyed in the above-described conveyance is being conveyed is, within the meaning of the Act, a non-resident person (strike out this paragraph if inapplicable).

3. ~~The following persons to whom or in trust for whom the land conveyed in the above-described conveyance is being conveyed are non-resident persons within the meaning of the Act:--~~

(insert the name and place of residence - or in the case of a corporation, the place of incorporation - of any transferee who is a non-resident person. If space is insufficient, attach a list of those transferees who are non-resident persons.)

4. I have read over and considered the definitions of "non-resident corporation" and "non-resident person" set out respectively in clause f and g of subsection 1 of section 1 of the Act.

Sworn before me at the City

of Toronto

in the Municipality

of Metropolitan Toronto

this

day of December, 1978

A Commissioner, etc.

DAVID PTOLEMY

# AFFIDAVIT OF SUBSCRIBING WITNESS

I, JAMES R. WEBSTER  
of the Village of Fenelon Falls  
in the County of Victoria, Solicitor

make oath and say:

I am a subscribing witness to the attached instrument and I was present and saw it executed  
at Fenelon Falls by ARTHUR H. R. WEBSTER and  
ISABEL L. WEBSTER

\*See footnote

\*See footnote

I verily believe that each person whose signature I witnessed is the party of the same name referred to in the instrument.

SWORN before me at the Town of Lindsay

in the County of

Victoria

this 31st day of May 1978.

*Janice E. Morrison*  
A COMMISSIONER FOR TAKING AFFIDAVITS, ETC.

JANICE E. MORRISON, a Commissioner, etc., Victoria County, for McEachern and Webster  
Expires June 27, 1980.

\* Where a party is unable to read the instrument or where a party signs by making his mark or in foreign characters add "after the instrument had been read to him and he appeared fully to understand it". Where executed under a power of attorney insert "(name of attorney) as attorney for (name of party)", and for next clause substitute "I verily believe that the person whose signature I witnessed was authorized to execute the instrument as attorney for (name)".

Amended, Jan. 1975

## THE LAND TRANSFER TAX ACT, 1974

### AFFIDAVIT OF VALUE OF THE CONSIDERATION

IN THE MATTER OF THE CONVEYANCE made

by: ARTHUR H. R. WEBSTER

Identify the parties to the conveyance

to: THE INCORPORATED SYNOD OF THE DIOCESE OF TORONTO

on the 20th day of February 1978

by: ARTHUR H. R. WEBSTER

of the Village of Fenelon Falls

in the County of Victoria

MAKE OATH AND SAY THAT:

1. I am the Grantor named in the within (or annexed) conveyance.
2. I have a personal knowledge of the facts stated in this affidavit.
3. (1) The total consideration for this transaction has been allocated as follows:
 

(a) Land, building, fixtures and goodwill	\$ 2.00
(b) Chattels — items of tangible personal property (see note)	\$ nil
<b>TOTAL CONSIDERATION</b>	<b>\$ 2.00</b>
- (2) The true consideration for the transfer or conveyance for Land Transfer Tax purposes is as follows:
 

(a) Monies paid in cash	\$ 2.00
(b) Property transferred in exchange (Detail Below)	\$ nil
(c) Securities transferred to the value of (Detail Below)	\$ nil
(d) Balances of existing encumbrances with interest owing at date of transfer	\$ nil
(e) Monies secured by mortgage under this transaction	\$ nil
(f) Liens, legacies, annuities and maintenance charges to which transfer is subject	\$ nil
(g) Other (Detail Below)	\$ nil
<b>TOTAL CONSIDERATION (should agree with 3(1) (a) above)</b>	<b>\$ 2.00</b>

This affidavit may be made by the purchaser or vendor or by anyone acting for them under power of attorney or by an agent accredited in writing by the purchaser, or vendor or by the solicitor of either of them or by some other person approved by the Minister of Revenue.

All blanks must be filled in.

4. If consideration is nominal, is the transfer for natural love and affection? no

5. If so, what is the relationship between Grantor and Grantee? n/a

6. Other remarks and explanations, if necessary Gift from the Grantor to the Grantee for church and cemetery purposes.

SWORN before me at the Village

of Fenelon Falls

this 30th day of May 1978

*JR Webster*  
A Commissioner, etc.

*Arthur H. R. Webster*  
(signature)

NOTE TO PARAGRAPH 3(1) (b): Chattels: Retail sales tax is payable on the valuation of items shown in 3(1) (b) unless otherwise exempted under the provisions of The Retail Sales Tax Act, R.S.O. 1970, c.415, as amended. For the purpose of this affidavit insert above only the value of chattels, the total value of which in the opinion of the deponent exceeds \$100.00. This does not exonerate a purchaser from the payment of Retail Sales Tax on any tangible personal property as part of this transaction. When chattels are purchased as part of this transaction with a value of less than \$100.00, the applicable tax should be paid by the purchaser to the Treasurer of Ontario and remitted to the Minister of Revenue.

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number CORP2017-023**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:**

**Subject:** Request to Rescind Electronic Mail Protocol Policy

**Author Name and Title:** Mary-Anne Dempster

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### **Recommendation(s):**

**RESOLVED THAT** Report CORP2017-023, **Request to Rescind Electronic Mail Protocol Policy**, be received; and

**THAT** Council rescind the Electronic Mail Protocol Policy (024 ADM 002) and instructs staff to update the policy section in SharePoint.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

At the February 2, 2017 Executive Committee, the CAO and Director of Corporate Services requested a Council committee be established to review the existing Council Policies, the following are an excerpt from the minutes of that meeting:

R. Taylor advised that each term of Council the City policies are reviewed. The review begins at the Executive Committee level with a sub-committee for each category of policy. Each sub-committee reviewing policies takes approximately two to four months but there is the odd policy that is straight forward and will require less time for review. The next two years it is expected that the following policies will be reviewed: Financial Policies (which include IT, Corporate services), General Corporate Policies, Community Services, Development Services and Public Works. Councillor P. Dunn advised that he will chair the financial sub-committee policy review and Mayor Letham will canvass Council for interest in participating in the financial sub-committee with Councillor Dunn.

**Moved By** Councillor Martin  
**Seconded By** Councillor Veale

**RESOLVED THAT** the verbal update from R. Taylor be received and; THAT Mayor Letham canvass Council for interest in participation on the financial sub-committee.

This report addresses this direction.

## **Rationale:**

Staff reviewed the policy and recommend that it be rescinded. In accordance with the new structure for Policies, Management Directives and Standard Operating Procedures the Committee and Staff agree that the existing policy is no longer required as it is operational by nature and will be addressed in the Information Technology Management Directive.

## **Other Alternatives Considered:**

No other alternative have been considered.

## **Financial/Operation Impacts:**

There are no financial impacts to this report.

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

N/A

**Review of Accessibility Implications of Any Development or Policy:**

N/A

**Servicing Implications:**

N/A

**Consultations:**

Corporate Services Staff

**Attachments:**



024 ADM 003  
Electronic Mail Protoccc

**Department Head E-Mail: [Mdempster@kawarthalakes.ca](mailto:Mdempster@kawarthalakes.ca)**

**Department Head: Mary-Anne Dempster**





## CORPORATE POLICY AND PROCEDURES MANUAL

Policy No:

<b>024</b>	<b>ADM</b>	<b>002</b>
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**Policy Name:**  
**Electronic Mail Protocol**

**Developed By:** ERMS Team (Revised)  
**Department:** Lead Department – Clerk’s

**DATE:** 9 OCT 2001

**Reviewed By:** Directors  
**Approved By:** Council

**DATE:**  
**DATE:** May 9/06

**Resolution No.:** CHR2006-93  
CR2006-437

**REVISIONS:**

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### Policy Statement and Rationale:

This policy is established:

- To ensure efficient, effective interdepartmental corporate communication;
- To provide efficient, effective public customer service; and
- To impress a professional and courteous public image in the use of electronic mail; and
- To establish standard protocols for using electronic mail service.

### Scope:

This policy applies to any person using technology provided by the City of Kawartha Lakes and applies to all Members of Council, and all employees hereinafter referred to as “system user”. Where this policy conflicts with Policy Number 090 ADM 004 – Council Computer Policy 2004, Policy Number 090 ADM 004 – Council Computer Policy 2004 shall prevail.

## Definitions:

Refer to Policy Number 131 CAO 023, Definitions for Policies relating to Electronic Records and Information Technology Assets for definitions relating to this policy.

### *Other Related Policies*

This policy should be read in conjunction with the following policies:

- Definitions for Policies relating to Electronic Records and Information Technology Assets
- Electronic Mail Protocol
- Electronic Records Management Program
- Information Technology Security
- Records Management and Electronic Service Delivery – Privacy Standard
- Confidentiality of Information
- Appropriate Use of Email
- Appropriate Use of Software
- Management of E-mail

## Policy, Procedure and Implementation:

### 1.0 Principles

- 1.01 Email will be used to exchange business information in a quick medium. It shall be sent respecting the guidelines sent out in this policy and in accordance with other adopted policies.

### 2.0 Auto Replies to Sender

- 2.01 E-mail users can set up a rule to send an automatic reply in response to incoming mail. This feature is used to automatically inform the sender of the mail message that the recipient is out of the office and unable to respond immediately. All email auto reply messages will be changed if the employee will not be in the office for the work day, or by a Member of Council if they will be unavailable for an extended period of time, and will include day and date they expect to return. Auto replies will inform a sender that he/she may seek immediate assistance by emailing “**name of individual**” by “**emailing to this address**”.

In the event a staff member knows he/she will be away from the office for one or more days, the auto reply email message should be changed at the end of the work day immediately preceding such absence, informing senders that he/she

will be unavailable to return emails and who they should contact in absence of that particular employee.

Do not use the "**Reply To All**" feature. The Manager of IT has the right to access E-mail accounts and disable any such rules when they pose a threat to the integrity of the messaging system.

### **3.0 Attachments**

- 3.01 Sending large attachments (greater than 3 megabytes) to distribution lists should be avoided during regular business hours because of the impact on the network.

### **4.0 Broadcast Messages**

- 4.01 Broadcast messages shall only be sent in accordance with the Appropriate Use of Email Policy.

### **5.0 Forwarding of Messages**

- 5.01 Do not forward sensitive or confidential E-mail messages without the permission of the original author. To minimize the risk of a correspondent inadvertently forwarding messages and attachments which contain sensitive or confidential information, the author should include a statement which states - "Not to be forwarded."

If there is a business requirement to routinely forward confidential E-mail to personal external E-mail accounts, the Manager of IT should be contacted for alternative solutions or exemption from this policy requirement. E-mails to and from lawyers are privileged and confidential.

### **6.0 Password**

- 6.01 A password to enter an email account is mandatory. Each new user is assigned a temporary password. To ensure confidentiality, this password must be changed the first time the new account is accessed. Refer to the Information Technology Security Policy for more specific information on passwords.

The System Administrator has the right to access passwords for corporate purposes in accordance with the Appropriate Use of Email Policy.

### **7.0 Confirming Receipt of Email Message**

- 7.01 Confirming receipt of messages shall only be used in accordance with the Appropriate Use of Email Policy.

### **8.0 Response Time**

- 8.01 Staff should commit to returning email messages, and staff members should feel obligated to ensure that this happens within 48 hours or two working days, or if the message is received in the afternoon, every attempt should be made to

return the email by the end of the next working day, even if it is just an acknowledgement and a full answer will follow.

## **9.0 Proxy Access**

- 9.01 In the event an employee is away from their workstation for a period beyond 48 hours, every effort should be made for them to arrange support staff to retrieve the message(s) from their computer and to follow-up whenever possible. If proxy access to an Email account is given, the person giving the proxy access is responsible to ensure that the person delegated conducts business in accordance with adopted corporate policies.

## **10.0 Deleted Messages**

- 10.01 System Users should empty deleted messages folder on a daily basis and not use the Deleted Folder as a filing cabinet. Email corporate records should be filed in accordance with adopted policies.

Examples of Appropriate Email Messages:

Following is an example of an email message that might be recorded at the end of a work day preceding an anticipated absence:

*"It is Monday, June 5th. I am out of the office today and will return on June 10th. Your message is important to me and I will respond to your message upon my return to the office. If you require immediate assistance, please email **"Jim Tuesday"** at **"employee email address"** and Jim will be pleased to assist you. Thank you."*

- OR *"I am out of the office today (or from "date") and will return "date". Your message is important to me and I will respond upon my return to the office. If you require a more timely response, please resend your email to "Jim Tuesday" at "employee email address". Thank you."*

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2017-037**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier: 4, 10**

**Subject: Emergency Procurement Public Works Material Storage  
Structures at Hartley Depot and Lindsay Depot**

**Author Name and Title: Marielle van Engelen, Buyer  
Richard Monaghan, Senior Engineering Technician**

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### **Recommendation(s):**

**RESOLVED THAT** Report PUR2017-037, 2017-71 Emergency Procurement – Public Works Material Storage Structures at Hartley Depot and Lindsay Depot, be received;

**THAT** Project (991160601) Oakwood Depot Secure Storage Expansion be closed with the remaining balance of \$32,585 being put into the Capital Projects Reserve;

**THAT** Project (991170202) Fenelon Depot Sand Dome be closed with the remaining balance of \$65,000 being put into the Capital Projects Reserve;

**THAT** the emergency work for Project (991170301) Hartley Sand Dome and Salt Shed Demolition, in the amount of \$40,000, be funded from the Capital Projects Reserve; and

**THAT** the emergency work for Project (991170302) Lindsay Salt Shed Rehabilitation, in the amount of \$45,000, be funded from the Capital Projects Reserve.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

The Purchasing Policy states;

When an event occurs that is determined by a Director or the CAO or the CSD to be:

- a threat to public health;
- the welfare of Persons or of public property; or
- the security of the City's interests and the occurrence requires the immediate delivery of goods or services and time does not permit for competitive procurement process.

The Emergency Procurement Approval Form is completed immediately depending on the above criteria and the requirements for procurement will be determined following Table of Authority 4.04 except for:

- Procurement equal to or greater than \$100,000.00; and/or
- A procurement process deemed appropriate will be determined by the CAO, Director and Financial Services Division. An information report shall be submitted for all Emergency Procurement spending at or over \$100,000.00, per incident, to Council by the Financial Services Division at earliest possible date, and no later than 60 calendar days.

The process for reporting Emergency Procurements to Council has recently changed whereby Emergency Procurements requiring funding from a reserve, in an amount greater than \$10,000 in accordance with the Capital Close Policy, will seek Council approval as soon as possible.

Finance is seeking approval for funding for the emergency work already completed for the projects listed below. A brief summary of the emergency procurement is noted for information purposes.

### **991170301- Hartley Depot Sand Dome and Salt Shed Demolition**

These structures were inspected in late 2016 and revealed that they are well past their useful life expectancy and considered a hazard. These structures cannot be economically rehabilitated as is. Operationally this depot is not fully utilized and the demolition of both structures is recommended. The final report recommended immediate demolition. As the final report was received after the 2017 budget was complete, there is no funding allocated for this work.

### **991170302 – Lindsay Salt Shed Rehabilitation**

This structure was inspected in late 2016 and revealed the shed is clearly not structurally adequate due to the severe and widespread damage and deterioration of the roof structure. Immediate rehabilitation is required of this structure for winter maintenance. As the final report was received after the 2017 budget was complete, there is no funding allocated for this work.

### **991160601 – Oakwood Depot Secure Storage Expansion**

This is a 2016 Capital project that due to a creative engineering solution was completed significantly under budget and is recommended to be closed to assist funding the immediate needs outlined in this report.

### **991170202 - Fenelon Depot Sand Dome**

This is a planned 2017 Capital Project. Given the immediate needs recommended through the 2016 inspections, Staff believe this project has less priority than the Hartley Dome and Lindsay Salt Shed. This project is being recommended to be closed to assist funding the more immediate needs outlined in this report.

### **Rationale:**

Staff recommend that the emergency work for Public Works Material Storage Structures at Hartley Depot in the amount of \$ 40,000.00 and Lindsay Depot in the amount of \$45,000.00 be funded from Capital Project Reserves.

### **Other Alternatives Considered:**

None as the work has already been completed and funding is required.

### **Financial/Operation Impacts:**

Financing for this work has not been approved in the 2017 budget, Public Works staff have reviewed other projects that could be closed to allow for this work to proceed due to the nature and the critical state of the locations.

Staff are recommending closing the projects noted in the table below with the remaining balance to the capital projects reserve, and the creation of two new projects for the emergency work at the Hartley Depot and Lindsay Depot to be funded from the Capital Projects Reserve.

Capital Project	Capital Project Budget	Other Committed Funds* (See Below)	Capital Project Balance
991160601	\$45,000	\$12,415	\$32,585
991170202	\$65,000	\$0.00	\$65,000
	\$105,000	\$12,415	\$97,585

The committed funds as noted in the above table are for the work that has been completed at the Oakwood Depot Secure Storage Expansion. Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

Reserve funds can only be used if Council has given approval. The emergency procurement listed above requires funding from the Capital Projects Reserve, staff have recommended closing two projects, this report will return \$12,585 to the Capital Project Reserve. The current uncommitted balance in the Capital Projects Reserve is \$1,094,196 and after the transfer for the funding of these projects, the uncommitted balance will be \$1,106,781. Therefore there are sufficient funds to cover this request.

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

This report aligns with the 2016-2019 Strategic Plan through Enabler 4.3 – Environmentally Efficient Municipal Infrastructure. By demolishing the Sand Dome at the Hartley Depot, the City is alleviating a public safety risk. By rehabilitating the Salt Shed at the Lindsay Depot the City will regain material storage at the Lindsay Depot to aide Winter Operations.



**Consultations:**

Financial Coordinator

**Attachments:**



Emergency  
Procurement Public V

**Department Head E-Mail:** brobinson@kawarthalakes.ca

**Department Head:** Bryan Robinson, Director of Public Works

**Department File:** 2017-71



**City of Kawartha Lakes  
Purchasing Department**  
26 Francis St., P. O. Box 9000  
Lindsay, Ontario K9V 5R8  
Telephone: (705) 324-7930  
Fax: (705) 324-7058  
purchasing@city.kawarthalakes.on.ca

### **Emergency Procurement Approval Form**

Notwithstanding the provisions of the Purchasing Policy, the following shall only apply in case of an emergency, when an event occurs that as determined by a Director or the CAO or the CSD to be:

- a threat to public health;
- the welfare of persons or of public property; or
- the continuity of service is at risk and the occurrence requires the immediate delivery of goods and services and time does not permit for a competitive procurement process.

Once the emergency is declared, the Emergency Procurement Approval Form is completed immediately and depending on the above criteria, the requirements for procurement will be determined as follows:

#### **Procurement under \$100,000.00:**

Goods and services shall be secured by the most suitable procurement process as determined by the Director and Corporate Services Manager, Financial Services at the lowest obtainable price and where time is of the essence. When possible, the Purchasing Division may maintain a list of vendors to call in the event of an Emergency Procurement.

#### **Procurement equal to or greater than \$100,000.00:**

A procurement process deemed appropriate to the situation will be used to mitigate the risk of the emergency at hand and will be determined by the CAO or the CSD, Director and Corporate Services Manager, Financial Services. Complex, on going situations will be reviewed as soon as the occurrence has been safely secured and a subsequent procurement process may be used to provide a permanent solution to the consequence of the emergency.

An information report shall be submitted for all emergency procurement spending  $\geq \$100,000.00$ , per incident, to Council by the Corporate Services Manager, Financial Services at the earliest possible date.

**Name:** Richard Monaghan  
**Department/Division:** Public Works - Roads  
**Date:** May 16, 2017

## 1. Emergency Situation:

This emergency procurement encompasses two similar but independent projects.

### Hartley Depot Sand Dome and Salt Shed Demolition.

These structures were inspected in late 2016 and revealed that these structures are well past their useful life expectancy and considered a present hazard until they can be demolished. These structures cannot be economically rehabilitated as is and replacement would be a less costly option. Operationally this depot is not fully utilized and the demolition of both structures is recommended.

### Lindsay Salt Shed Rehabilitation. *design to admin + rehabilitation*

This structure was inspected in late 2016 and revealed the shed is clearly not structurally adequate due to the severe and widespread damage and deterioration of the roof structure. The continued use of this structure for winter maintenance requires immediate rehabilitation.

## 2. Specifications/Requirements:

### Hartley Depot Sand Dome and Salt Shed Demolition.

Appendix A – Inspection report of the Hartley Depot Sand Dome

Appendix B – Inspection report of the Hartley Depot Salt Shed

Appendix C – Informal RFQ released for the Demolition of both structures includes all specifications of this project.

### Lindsay Salt Shed Rehabilitation.

Appendix D – Inspection report for the Lindsay Depot Salt Shed

Appendix E – Proposal from James Knight and Associates for design and specifications for construction tender process.

DIRECTOR: \_\_\_\_\_

CORP. SERV.  
DIRECTOR: \_\_\_\_\_

APPROVAL

CORP SERV.  
MGR, FS: \_\_\_\_\_

### 3. Financial Considerations:

#### Hartley Depot Sand Dome and Salt Shed Demolition.

Appendix F – Received Informal RFQ package from Everson Excavating Ltd. for \$30 750.00, a \$5000 contingency requested for this project. Total project cost is \$35 750.00 991170301

#### Lindsay Salt Shed Rehabilitation.

The design and specifications proposal (Appendix E) from James Knight and Associates provides a cost of \$7 200.00 to prepare tender documents for this project as well as structural inspection of the work. James Knight and Associates provided a cost estimate (Appendix D) of \$25 000 for the construction work associated with this project. A \$10 000.00 contingency is requested for this project. Total project cost is \$42 200.00 991170302

Capital budget for both of these projects does not exist but as per the structural inspections carried out after the 2017 Capital budget was established, both of these projects are immediate needs.

It is recommended that the following existing Capital projects be closed to accommodate this emergency procurement:

1. Fenelon Depot Sand Dome - \$65 000.00 (Project 991170202) be closed as per structural inspections carried after capital budget approval revealed this project to not be an immediate need.
2. Oakwood Depot Secure Storage Expansion - \$32 585.27 remaining (Project 991160701) be closed as work has been completed and due to a creative engineering solution was done significantly under budget.

**Total Capital Budget being closed through this request \$97 585.27. Total Capital budget being requested \$77 950.00. Amount returned to Capital Reserves \$19635.27.**

Hartley Vendors asked to quote. and quote \$37,000  
2 - no bid & 1 no response - all attached back ground

looked at by H. J. Engle

Mr. J. J. Engle, May 19/17

SRN Number:	Report to Council Reg'd to close projects
Capital Project Number:	as recommended by dept. Upon Council
GL Number:	approval funding will be recorded.
Budget \$	New Codis setup to allow work to proceed.

May 29/17

#### APPROVAL

DIRECTOR:



CORP. SERV.  
MGR, FS:



CORP. SERV.  
DIRECTOR:



Balance Available: \$	
Taxes Payable and	
Remaining Budget: \$	

**Estimated Cost of Emergency Request:** \$77 950.00

DIRECTOR: 

CORP. SERV.  
DIRECTOR: \_\_\_\_\_

APPROVAL

CORP SERV.  
MGR, FS: \_\_\_\_\_

## JAMES KNIGHT & ASSOCIATES PROFESSIONAL ENGINEERS

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POB 273 ST. GEORGE ONTARIO CANADA N0E 1N0  
519 448 3548 FAX 519 448 4657 (cell) 905 691 6489  
jkwoodeng@sympatico.ca

January 31, 2017

Mr. Oliver Vigelius  
Manager, West Maintenance Area (Lindsay) and Capital Projects  
Public Works - General Operations  
The City of Kawartha Lakes  
12 Peel Street  
POB 9000  
LINDSAY, Ontario  
K9V 5R8

**Re: Inspection of (Former) Salt Shed  
Lindsay Works Yard  
The City of Kawartha Lakes**

Dear Mr. Vigelius:

I have completed field inspection of the (former) salt shed at the City's Lindsay Works Yard at 89 St. David Street. This inspection was made to locate, identify and assess any distress, deterioration and/or vehicle damage that may exist within the shed.

Field investigation was undertaken on August 3, 2016, pursuant to your February 29, 2016 email instructions, your March 5 telephone request, the City's Purchase Order No. 30755 and related correspondence.

This is the Report of my findings, opinions and recommendations.

### **1.0 Description, Background and Limitations**

#### **1.1 Description**

At grade the Lindsay shed is ~24 ft. wide north-south by ~26 ft. long east-west. The shed's roof is extended and cantilevered a further ~5 ft. to the east to provide protection from the weather at the doorway. That doorway is created by leaving the east end open. The shed's wood-framed superstructure is gable-roofed with the roof ridge running east-west. The 12 ft. high stud walls provide 16 ft. clearance to the underside of structure.

The shed is supported atop a 4 ft. concrete wall whose founding condition is unknown. The shed floor is a slab floating at grade. As originally used the concrete wall also served to retain salt for its full height.

## 1.2 Background

The age and provenance of the shed are unknown. Moreover, engineering drawings of the shed are not available.

As background, it is the writer's understanding that in the years immediately preceding and immediately following 2000 salt sheds that are similar to this Lindsay shed were built at seven City yards: Burnt River, Cameron, Carden, Eldon, Emily, Oakwood and Sturgeon Point. The conceptual design for those standard sheds was produced in-house and provided to contractor(s) for construction. There was no detailed structural design by an engineer, albeit the roof trusses would have been engineered to conform to the structural requirements of the Ontario Building Code, hereinafter the "Code".

The Lindsay shed is very similar to the aforementioned seven KWL standard sheds. However, it differs in three distinct ways:

- a) The Lindsay shed is somewhat smaller in plan.
- b) The concrete side walls are extended ~4 ft. south beyond the end of the stud wall, with such extensions being oriented at ~45 degrees, i.e., the opening between the end of the walls is ~6 ft. greater than the clear width within the shed.
- c) The concrete walls are thinner and of constant thickness, i.e., not battered.

The process of design and acquisition is unknown, but it is likely to have been more or less as the preceding.

The shed was built to store de-icing salt. The corrosion of the truss plates per Section 3.3 below suggests that the shed was so used for a number of years. Latterly the shed has been used as dry storage of equipment and supplies. The plates' corrosion also suggests that this shed must pre-date those KWL standard sheds by at least a decade and probably by much more. Moreover, the relatively good condition of the steel cladding suggests that the shed may have been re-clad within the last decade or so.

## 1.3 Limitations

Inspection was made from grade inside and outside. The shed was sufficiently accessible that adequate and complete assessment was possible. Hence the findings and the estimated costing herein are adequate and sufficient for the City to determine the action that is to be taken re this shed.

## **2.0 Steel Cladding**

2.1 Generally speaking, and apart from No. 2.2 following, the steel cladding is in an adequate condition as befits material estimated to still be within the first half of its expected service life. Complete recladding should not be required prior to ~2040.

2.2 The following issues were noted requiring repair.

- a) At the doorway, the gable end cladding is bent, dented and punctured, and the trim on both wall extensions is bent, loose or lost.
- b) At the west end the base trim is bent and much of the trim at the roof level is loose or lost.
- c) The north wall cladding is locally bent and corroded at the base and some screws are corroded.
- d) The south wall cladding is locally corroded, some screws are corroded or broken, and the base trim is corroded.

Repairs are recommended to assure the shed's continued weatherproofness. Said repairs should be undertaken as part of a comprehensive rehabilitation project that also includes the structural work of Sections 3.3 and 3.4 below. In this regard it should be noted that undertaking the required structural work will of necessity entail additional work vis-a-vis the cladding.

## **3.0 The Structure**

3.1 There are no significant distortions or deflections of the shed's overall profile, i.e., walls are plumb, roofs are plane, all meeting square, etc.

3.2 The concrete foundation wall is in generally good condition, albeit there are the usual scrapes, gouges, etc. that are common of foundation walls of this age and used in the manner of this shed. In my opinion general remedial work is not required for the foundation wall.

3.3 The following significant damage and deterioration was found.

- a) The connecting plates of all trusses are highly corroded and are no longer adequate. Some plates at some joints have failed. The load carrying capacity of all roof trusses is significantly compromised.
- b) The bottom chords of at least six trusses are broken due to vehicle damage. The load carrying capacity of all affected trusses is reduced to near zero.
- c) The hold-down anchors of all trusses are highly corroded and are no longer adequate.

This damage and deterioration is significant in that the structural competence of the roof structure is greatly compromised. Repair\* is urgently required.



\*Damage of a similar extent and severity in similar salt sheds elsewhere has usually been remedied by retaining the concrete and stud wall and replacing the entire roof structure. Such a repair protocol is assumed in the costing of Section 6.1.

3.4 Further to No. 3.3 above, other damage requiring attention was found.

- a) The structure of the west end wall is damaged by vehicular collisions. However, the extent and severity of such damage is unknown as the structure is hidden by the steel and plywood cladding.
- b) There are some holes through the interior plywood wall cladding and some sections are missing. Repairs to seal the openings are recommended to avoid the cavities being colonized as nesting sites by birds, rodents or insects.

I recommend that repairs be all be undertaken as part of a comprehensive program of rehabilitation that also includes the work of Sections 2.2 and 3.3.

3.5 The shed's ceiling is bird-netting. It is not effective, having been breached or lost in several places. I recommend that the netting be replaced with plywood (as has been done at most other City sheds of this type).

#### **4.0 Storage of Materials**

4.1 In the past the shed was loaded above the top of the concrete wall such that the stored salt was piled directly against the wood superstructure. This is bad practice and contrary to the assumptions and intent of the shed's design:

- a) It imparts loads to the wood superstructure for which it was not designed.
- b) Reclaim from such storage can impart vehicle loads to the wood superstructure for which it was not designed.
- c) Such storage creates conditions that are conducive to decay and/or other deterioration of the wood.
- d) Such storage creates conditions that promote corrosion of the nails and other fasteners.

In the event that the shed might be returned to service for salt storage operations should be conducted to ensure that the stored salt cannot contact the wood structure. Moreover, if the shed is to continue as dry goods storage then operations should be conducted to avoid contact with the wood structure.

4.2 No evidence was noted of asphalt, other materials and/or equipment having been piled against the exterior of the shed's foundation wall. Nor should the exterior face be used to retain materials as the wall was (presumably) designed to retain materials only on the inside. Hence storage of materials and/or

equipment against the outside face of the concrete foundation and/or the wood superstructure is to be avoided in that:

- a) Refer to (a) to (d) inclusive of Section 4.1 preceding.
- b) Such storage may impede run off, causing water to run under the sill plates and into the shed.
- c) Such storage interferes with clean-up of snow from around the shed base.
- d) Contact with granular materials, stored supplies and/or equipment will abrade, dent, tear and loosen the steel cladding.

I recommend that you conduct your outside storage practices to ensure that materials and equipment are not stored against or in close proximity to the shed.

## **5.0 Discussion**

The Lindsay salt shed is estimated to be not less than 25 years old and may be much older. Overall the shed is in poor condition requiring extensive repairs to the wood structure and the cladding.

The shed's compliance with the structural requirements of the Code at the time of construction is unknown. Moreover, the compliance with the structural requirements of today's Code is also unknown. Notwithstanding this, and based on inspection alone, there is nothing about the shed's **design** to suggest any inadequacy and/or non-conformity with the Code. However, the as-found shed is clearly not structurally adequate due to the severe and widespread damage and deterioration of the roof structure. Repairs/strengthening are urgently required.

Regardless of the materials to be stored the shed's present and future operational utility is limited by its relatively small size, its low clearance and its relatively small doorway. Realistically nothing can be done to significantly improve either of these three limitations.

## **6.0 Options for Shed Rehabilitation**

### **6.1 Rehabilitate As Is**

Section 2.2 describes damaged steel cladding. Sections 3.3 and 3.4 respectively describe major and lesser repairs and/or strengthening required for the structure. I recommend that all be undertaken together as one comprehensive rehabilitation project.

I estimate that the costs associated with such immediate rehabilitation would be approximately \$30,000, as follows:

Replacement of roof structure including cladding.....	20,000
Allowance for repair of rear wall.....	2,500

Total  
\$25,000

Allowance for other cladding/structural repairs.....2,500  
Engineering, including design of repairs,  
drawings, technical specifications, draft  
commercial specifications and field review.....5,000  
TOTAL.....\$30,000

## 6.2 Future Recladding and Rehabilitation

The shed will require complete recladding by ~2040\* or shortly thereafter. At that time it is likely that some vehicle damage and/or material deterioration will also require repair.

\*Some cladding repairs and structural repairs are likely to be periodically required as/when significant vehicle damage might occur. Also, this ~2040 date may well be deferred for some time depending upon the measures to be taken now re Section 6.1.

I estimate that the costs associated with such future recladding and remedial work would be approximately \$40,000, as follows:

Recladding.....25,000  
Allowance for repair of damaged/decayed components....10,000  
Allowance for modifications/improvements.....0  
Engineering, including design of repairs,  
drawings, technical specifications, draft  
commercial specifications and field review.....5,000  
TOTAL.....\$40,000

## 6.3 Provide Improved Doorway

The existing doorway is suitable as-is vis-a-vis in-load and out-load operations. Increasing the width and/or height is not needed, and would be neither practical nor cost-effective.

## 6.4 Raise Existing Concrete Foundation

The existing foundation was designed to retain salt to a maximum depth of 4 ft. Increasing the height of concrete (and depth of retained salt) would essentially entail replacement of the foundation, which is neither practical nor cost-effective.

## 6.5 Relocate Shed to a New Site

The shed was designed and constructed as a site-specific permanent structure with no requirement for it to be demountable. Relocation of the superstructure, either intact or as dismantled components is possible, but not cost-effective.

I trust all of the above to be as you require. Should you have any questions, or require anything further, please telephone me at 519 488 3548.

Yours very truly,

A handwritten signature in dark ink, appearing to be 'J. Knight', with a long horizontal stroke extending to the right.

James Knight, M.Sc.F., P.Eng.  
16-840



## JAMES KNIGHT & ASSOCIATES PROFESSIONAL ENGINEERS

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POB 273 ST. GEORGE ONTARIO CANADA N0E 1N0  
519 448 3548 FAX 519 448 4657 (cell) 905 691 6489  
jkwoodeng@sympatico.ca

### MEMORANDUM

May 2, 2017

To: Richard Monaghan, C.E.T.  
Senior Engineering Technician  
City of Kawartha Lakes - Public Works

Re: **Proposal for Engineering Services**  
**Rehabilitation of Dome @ Manvers Works Yard**  
**Rehabilitation of (Former) Salt Shed @ Lindsay Works Yard**  
**Replacement of Fabric Shed @ Lindsay Works Yard**

This is my proposal for engineering services re the repair, reroofing, rehabilitation and/or replacement of:

- a) the 30 m dome at your Manvers works yard;
- b) the small wood-framed (former) salt shed at your Lindsay works yard; and
- c) the fabric-covered steel-framed salt shed at your Lindsay works yard.

This proposal is being sent by email on May 2, 2017 with the confirming signed original following by regular mail. It is in response to your email request of April 28, 2017

#### 1.0 Preliminary Comments

1.1 I understand your intent to be that:

- a) All design drawings and specifications for the Manvers dome are to be completed and delivered as soon as possible in 2017 such that all necessary construction can be completed prior to the 2017-2018 winter season.
- b) All design drawings and specifications for the Lindsay wood-framed (former) salt shed are to be completed and delivered as soon as possible in 2017 such all necessary construction can be completed prior to the 2017-2018 winter season.
- c) Design drawings and specifications for the replacement Lindsay fabric-covered salt shed are to be completed and delivered in 2017 to facilitate demolition/construction occurring in 2018.

1.2 You will recall that the relevant inspections were undertaken in 2016. All buildings have since gone through one more year of use, abuse and wear and tear. So:

- a) At Manvers it is highly likely that some additional damage and/or deterioration may now exist. (I would not expect the extent of such additional damage/deterioration to be large.) Hence the contract for dome rehabilitation must include provision for additional repairs to be undertaken on a pre-approved Unit Price basis. This is as done previously re domes at your other yards.
- b) At Lindsay it is also likely that some additional damage and/or deterioration may now exist. However, both sheds were found to be so deteriorated in 2016 that any such additional damage will not affect the work to be done.

1.3 Further to No. 1.2, I have considered the option to reinspect the ~~Manvers~~ domes now so that any "new" damage might be captured in the specified Lump Sum work. I do not recommend this option be pursued in that:

- a) It will delay completion of documents, tendering and completion of the work by some weeks.
- b) It will add to the cost of the immediate engineering work, but with (little or) no commensurate reduction in costs of later engineering or construction.
- c) It will not reduce the amount or cost of field review. In other words, and per Section 6.3.2, an interim inspection and a final inspection will still be required.
- d) Further to (c), reinspection now will not necessarily identify all issues that are currently hidden by the existing shingles or the pile.

1.4 This proposal assumes that the work will be designed, tendered, contracted and constructed as three separate, discrete contracts. In this regard:

- a) If your request involved two or more "like" buildings there would be merit and savings in combining said like buildings into one contract.
- b) Contractors who do wood domes are specialized and few in number.
- c) Small sheds such as the Lindsay (former) salt shed are fodder for all manner of general contractors. Hence the tender and contract should allow for as broad a response as possible.
- d) Contractors who do fabric-covered sheds are highly specialized and limit their work to only such buildings. They too are few in number.
- e) It appears unlikely that the contracts might be tendered, awarded and actually constructed on the same schedule. Hence it is also unlikely that site visits re field review and/or other matters work might coincide.

- f) Further to (e), and in light of the intended schedule, all documentary work re Manvers and Lindsay (former) salt shed is likely to be completed well before that of Lindsay fabric shed. In this regard:
- i) There is lesser urgency re the fabric shed as construction cannot proceed prior to 2018.
  - ii) There are no issues re the Manvers dome or the Lindsay (former) salt shed requiring extensive research by me or input from the City.
  - iii) There will definitely be issues re the replacement Lindsay fabric shed that will require our research and your input, i.e., availability of drawings/data re the existing shed; required doorway size and/or end condition(s); wall height; clearances; etc. While such issues are not major it has been my experience that resolution of same can be time consuming.

## 2.0 Schedule

A schedule such as the following will normally prevail for work such as this:

- a) Allow up to four weeks for design, drawings, specifications and all deliverables to be delivered by me to the City.
- b) Preparation of tender package by the Owner, allow rarely less than three weeks.
- c) Tender period, allow not less than two weeks and probably three weeks if you wish a pre-tender site meeting.
- d) Time to award, varies from two to six weeks depending on your award process and particularly if council approval is required.
- e) Actual construction period, realistically we must allow at least eight weeks for each contract even though experienced, competent contractors will likely finish each within ~4 to ~6 weeks once work actually starts.

Past experience and the above suggest that if the process can start by late-May then a late-September completion can be realized depending on weather during the construction period, and on the successful contractor's workload.

## 3.0 Scope of Work

3.1 At Manvers the relevant Report is dated November 15, 2016. The scope of work is to be "Future Reroofing and Rehabilitation" of Section 8.2 plus the immediate structural repairs within Section 8.1.

3.2 At the Lindsay (former) salt shed the relevant Report is dated January 31, 2017. The scope of work is to be "Future Recladding and Rehabilitation" per Section 6.2.

3.3 At the Lindsay fabric shed the relevant Report is dated January 31, 2017. The scope of work is to be demolition and replacement of the existing shed with a new more or less "like" structure occupying more or less the same "footprint".

#### **4.0 Engineering Work and Deliverables**

##### **4.1 Manvers Dome**

4.1.1 A set of engineering drawings that are specific to the dome will be provided. (I expect that it will consist of three drawings, being one sheet of General Notes and two sheets of details.) These drawings will be supplied to the City as hard copy (full size and 11 X 17) as well as electronically in pdf format.

These dome-specific drawings will be included in the tender and in the contract exactly as provided, i.e., not modified in any way by the City.

4.1.2 One set of standard details will be supplied that specify repair details that are common to the City's domes. These drawings will be supplied to the City as hard copy (8 1/2 X 11) as well as electronically in pdf format.

These standard details will be included in the tender and in the contract exactly as provided, i.e., not modified in any way by the City.

4.1.3 A technical specification re materials and methods will be supplied re the dome. It will be supplied as camera-ready hard copy as well as electronically.

This technical specification will be included in the tender and in the contract exactly as provided, i.e., not modified in any way by the City.

4.1.4 A suggested tender package and commercial specification re the dome will be provided for the guidance of the City. The intent here is to indicate to the City all of the matters that need to be addressed in the tender document and contract that the City is to prepare.

Having previously completed the rehabilitation of other City domes I believe that the tender and contract package can best be handled by building on one of your past contracts. In this regard I shall:

- a) Make a copy of the most recent relevant past contract.
- b) Review the Contract, noting by number of where changes, additions and/or deletions are required.



c) Compile a list of changes, additions and/or deletions that are numbered to match (b).

d) Provide the City with copies of the marked-up contract of (b) and the list of (c).

Using the materials that I provide per the above the City would finalize the tender/contract document to conform to its current tendering/contracting practice.

#### 4.2 Lindsay (Former) Salt Shed

4.2.1 A set of engineering drawings that are specific to the shed will be provided. (I expect that it will consist of three drawings, being one sheet of General Notes and two sheets of plans, sections, elevations and details.) These drawings will be supplied to the City as hard copy (full size and 11 X 17) as well as electronically in pdf format.

These shed-specific drawings will be included in the tender and in the contract exactly as provided, i.e., not modified in any way by the City.

4.2.2 The technical specification re materials and methods will be the General Notes on the drawings of No. 4.2.1. In my experience shed-rehabilitation contracts such as this do not require a separate technical specification.

4.2.3 A suggested tender package and commercial specification re the shed will be provided for the guidance of the City. The intent here is to indicate to the City all of the matters that need to be addressed in the tender document and contract that the City is to prepare.

Having previously completed the rehabilitation of other City domes and sheds I believe that the tender and contract package can best be handled by building on one of your past contracts. In this regard I shall:

a) Make a copy of the most recent relevant past contract.

b) Review the Contract, noting by number of where changes, additions and/or deletions are required.

c) Compile a list of changes, additions and/or deletions that are numbered to match (b).

d) Provide the City with copies of the marked-up contract of (b) and the list of (c).

Using the materials that I provide per the above the City would finalize the tender/contract document to conform to its current tendering/contracting practice.

4.2.4 In addition to the above and the field review of Section 5.0, we would undertake shop drawing review, liaison with Owner and Contractor, etc. all as required to complete the project.

#### 4.3 Lindsay Replacement Fabric Shed

4.3.1 The nature of this project, and therefore the proposed scope of our work, will be very different to that of the previous two projects.

- a) In Sections 4.1 and 4.2 we will design the repairs, strengthening, modifications, etc.; we will produce drawings and specifications re same; we will undertake field review and assist re tendering and contracting.
- b) However, fabric-covered steel frame sheds are normally supplied on a design/build basis wherein the actual building design and engineering drawings are all produced by the specialized fabricator of such buildings. Hence our role is to provide a performance specification, if you will, as to the building's overall features and requirements to serve as the design criteria, i.e., plan dimensions, wall height, overall profile, clearances, material requirements, etc. This has been my role in all previous acquisitions of fabric buildings for other municipalities. It is also how the City's most recent acquisition of a fabric shed (Bobcaygeon) was made.

4.3.2 Full engineering drawings that are specific to the shed are unlikely to be needed and will not be provided. As of this writing I expect that the performance specification can be handled entirely by text alone, as has been the case with our past projects. Notwithstanding this, some matters might best be handled by concept sketches which would be supplied to the City as hard copy (8 1/2 X 11) as well as electronically in pdf format.

If produced such concept sketches would be included in the tender and in the contract exactly as provided, i.e., not modified in any way by the City.

4.3.3 A detailed performance and technical specification re the shed, its materials and methods will be supplied. It will be supplied as camera-ready hard copy as well as electronically.

This technical specification will be included in the tender and in the contract exactly as provided, i.e., not modified in any way by the City.

4.3.4 A suggested tender package and commercial specification re the shed will be provided for the guidance of the City. The intent here is to indicate to the City all of the matters that need to be addressed in the tender document and contract that the City is to prepare.

Having previously completed the rehabilitation of other City buildings I believe that the tender and contract package can best be handled by building on one of your past contracts. In this regard I shall:

- a) Make a copy of the most recent relevant past contract.

- b) Review the Contract, noting by number of where changes, additions and/or deletions are required.
- c) Compile a list of changes, additions and/or deletions that are numbered to match (b).
- d) Provide the City with copies of the marked-up contract of (b) and the list of (c).

Using the materials that I provide per the above the City would finalize the tender/contract document to conform to its current tendering/contracting practice.

4.3.5 In addition to the above and the field review of Section 5.0, we would undertake drawing review, liaison with Owner and Contractor, etc. all as required to complete the project.

## **5.0 Site Visits and Field Review**

The Ontario Building Code requires that construction be subject to periodic field review to assure conformity with the design, drawings and specifications. This requirement is normally formalized in the issue of the Building Permit wherein the responsible engineer is required to issue a "Commitment to Review" form. The level of field review that might be required, i.e., number of Site Visits, general depends on two factors:

- a) Firstly, the complexity of the project and the need to see/accept some elements/work before other work be undertaken and/or before it will be covered up and hidden by later work. The nature of the domes and sheds is generally that they are open and that access is unimpeded such that for any given building one interim inspection and one final inspection will generally suffice. For example, the first, or interim, site visit for a dome would be timed for relatively early in the work when the dome has been stripped of the existing roofing. This enables reinspection so that any additional work that may be needed can be authorized on the contract's pre-approved Unit Price basis. With respect to your dome such Unit Prices will be specified within the contract(s) re replacement of plywood, panel lumber, canopy roof joists and sill plates.
- b) Secondly, the skill, experience and competence of the contractor who is undertaking the work. Generally speaking there are a very few contractors who are experienced and competent with domes, but they do tend to win most of the tenders. With such contractors I have found that two site visits per dome will generally suffice. Additional site visits may be required with a contractor who is otherwise competent and workmanlike but not experienced re domes.

Other site visits may be required for some dome/shed projects, usually re client preferences and/or Owner-mandated purchasing procedures. Such additional site visits might be required re:

- a) Client meeting to start the tender/drawing preparation process.
- b) Pre-tender site meeting with bidders, whether mandatory or otherwise.
- c) Pre-Start site meeting with the Owner and the successful contractor.
- d) Additional interim site visits re issues arising during the project, generally related to project difficulties, deficiencies, schedule, and the like with inexperienced contractors.
- e) Wrap-up inspection once all deficiencies are corrected and all paperwork has been submitted.

## **6.0 Engineering Charges**

### **6.1 General**

My charges re this work will be computed on a time basis with expenses to be reimbursed at cost. The charges relate to two categories of work as follows.

### **6.2 Design, Documents and Deliverables**

#### **6.2.1 Manvers Dome**

My charges to complete the design and to supply all of the documents and deliverables of Section 4.1 are estimated to be \$5,000.00 + HST. You may assume this to be a not-to-exceed upset limit.

#### **6.2.2 Lindsay (Former) Salt Shed**

4,000

My charges to complete the design and to supply all of the documents and deliverables of Section 4.2 are estimated to be \$4,000.00 + HST. You may assume this to be a not-to-exceed upset limit.

#### **6.2.3 Lindsay Replacement Fabric Shed**

My charges to supply all of the documents and deliverables of Section 4.3 are estimated to be \$4,000.00 + HST. You may assume this to be a not-to-exceed upset limit.

### **6.3 Site Visits and Field Review**

#### **6.3.1 General**

As I am somewhat removed from the City travel is a major cost component of site visits and field review. Hence it behooves us

to orchestrate the projects as/where possible so as to minimize the number of site visits.

I estimate the cost per site visit to be \$1,600 + HST. This includes all travel, inspection and other time on site, reporting etc. You may assume this to be the fixed cost per visit.

#### 6.3.2 Manvers Dome

For budget purposes I suggest that you assume that a total of two Site Visits will suffice.

- a) One would be an interim inspection re work in progress and to reinspect/authorize re Unit Price work.
- b) One would be a final acceptance inspection once all work is done.

#### 6.3.3 Lindsay (Former) Salt Shed

\$3,200

For budget purposes I suggest that you assume that a total of two Site Visits will suffice.

- a) One would be an interim inspection once materials are on site, demolition is complete and work is in progress to assure understanding and acceptability of the work.
- b) One would be a final acceptance inspection once all work is done.

#### 6.3.4 Lindsay Replacement Fabric Shed

For budget purposes I suggest that you assume that a total of three Site Visits will suffice.

- a) One would be an interim inspection once demolition, excavations and backfill are complete, foundation materials are on site, and foundation work is in progress so as to assure understanding and acceptability of the work.
- b) One would be an interim inspection once the foundation is complete, materials of the structure are on site and work re same is in progress so as to assure understanding and acceptability of the work.
- c) One would be a final acceptance inspection once all work is done.

#### 6.3.5 Other

##### 6.3.5.1 Manvers Dome and Lindsay (Former) Salt Shed

For projects such as these, and in view of the cost:

- a) My attendance at a pre-design meeting with the Owner is not required. All issues and related matters can be adequately handled by telephone, email, etc.

- b) My attendance at a pre-tender site meeting is generally preferred but not essential. (The Owner's tendering by-law and procedures often require such attendance.)
- c) I do not recommend my attendance at a pre-construction meeting with the contractor provided the selected contractor is demonstrably experienced and competent.
- d) Any additional visit(s) would only occur and be invoiced, if/when needed and subject to your discretion/approval.

#### 6.3.5.2 Lindsay Replacement Fabric Shed

In my experience design-build projects usually require somewhat enhanced field review. In this regard:

- a) My attendance at a pre-design meeting with the Owner is not required. All issues and related matters can be adequately handled by telephone, email, etc.
- b) My attendance at a pre-tender site meeting is recommended. (The Owner's tendering by-law and procedures often require such attendance.)
- c) My attendance at a pre-construction meeting with the Contractor and Owner is generally preferred but not essential to ensure understanding and agreement by all parties re the project's requirements, standards, etc.
- d) Any additional visit(s) would only occur and be invoiced, if/when needed and subject to your discretion/approval.

I trust this to be as you require.

I shall undertake no further work re this file pending receipt of your direction.

Best regards.

James Knight, M.Sc.F., P.Eng.  
P17-840



## Request for Informal Quotation HARTLEY PW DEPOT SAND DOME AND SALT SHED DEMOLITION

Quotations are due on or before: April 6, 2017 at 11:00 am

**Note: Quotations that are received after the deadline or incomplete will not be considered.**

### Requirements

Quotations are requested for all labour, fuel, equipment and materials necessary for the dismantling, demolition and removal of the sand dome and salt shed at the Hartley Public Works Depot located at 574 Hartley Road. Please read this document carefully.

Questions will be received via email to Oliver Vigelius ([ovigelius@city.kawarthalakes.on.ca](mailto:ovigelius@city.kawarthalakes.on.ca)) until April 3, 2017 at 11:00am. If required, an addendum may be released to address the questions that are submitted. It is the Vendor's responsibility to read and acknowledge addendums.

Please complete the information requested below. Email this completed and signed form directly to Oliver Vigelius ([ovigelius@city.kawarthalakes.on.ca](mailto:ovigelius@city.kawarthalakes.on.ca)). Fulfillment of any order is in accordance with the standard terms and conditions with this request for quotation. Any materials used, labour or service expended to provide an estimate or quotation for goods or service, prior to any order by the City, shall be at the risk and expense of the Vendor providing the quotation.

### Vendor Management Program

The City of Kawartha Lakes is committed to providing a safe and healthy working environment for employees and contractors. To promote this type of environment, the City created a vendor management program consisting of three components:

- a) Pre-qualification;
- b) Environment, Health and Safety; and
- c) Performance Management

The vendor management program specifies the minimum standards required to work with the City.

Effective June 1, 2015, all vendors wishing to do business with the City of Kawartha Lakes must be pre-qualified. Vendors can pre-qualify by registering on-line at:

[www.city.kawarthalakes.on.ca/city-hall/purchasing](http://www.city.kawarthalakes.on.ca/city-hall/purchasing)

**Note:** Copies of the following documents are required at time of registration:

- a) Current insurance certificate, with the City named as additional insured;
- b) A valid WSIB clearance certificate

c) Company Health and Safety Policy (if applicable)

Questions about the Vendor Management Program can be forwarded to:  
[vendors@city.kawarthalakes.on.ca](mailto:vendors@city.kawarthalakes.on.ca)

**Electronic Funds Transfer**

As of September 1, 2015, the City of Kawartha Lakes will no longer issue cheques for payments. Awarded vendors will be required to register for EFT.

**Hartley Public Works Depot – Sand Dome and Salt Shed Demolition**

Description		Total Price
DEMOLITION OF SAND DOME		\$ \$ 21, 250.00 L/S
DEMOLITON OF SALT SHED		\$ \$ 9, 500.00 L/S
<b><u>Instructions to Vendors:</u></b>  Submissions will not be considered unless this informal quotation form is completed in full.  Quotation may be awarded in whole or in part and all quantities shown are approximate. Actual quantities may be greater than or less than the quantities listed.  The City's Standard Terms and Conditions will apply and are attached.  The City reserves the right to reject any or all quotations.	Subtotal	\$ \$ 30, 750.00
	13% H.S.T	\$ \$ 3,997.50
	Total Quotation	\$ 34, 747.50



## **Contract Term/Delivery Timeline**

The Contract shall become effective on the award date received and will be in the form of a Purchase Order issued by the City with a completion date of July 31, 2017.

## **Insurance Requirements**

The selected Vendor may be required to submit an insurance certificate. If an insurance certificate is requested, the coverage shall be for Commercial General Liability Insurance, including bodily injury including death, property damage including loss of use thereof, products or completed operations liability, non-owned automobile, personal injury, blanket contractual liability, contingent employer's liability, owner's and contractor's protective coverage and cross liability and severability of interests clause. The limit of liability required is no less than \$2,000,000.00 per occurrence. The City shall be named as additional insured.

Motor Vehicle Liability Insurance of no less than \$2,000,000.00 per occurrence, for all licensed Motor Vehicles owned or leased by the Vendor.

Professional Liability of no less than \$500,000.00 per occurrence. All insurance shall be at the Vendor's sole cost and expense. The Vendor shall be required to pay any deductible amounts in connection with all insurance policies.

## **WSIB Requirements**

A WSIB Clearance Certificate shall be supplied by the successful Vendor within 7 days of notice of selection for award. A Certificate of Clearance issued by the WSIB with the WSIB number and proof of satisfactory standing is mandatory for the Selected Vendor throughout the term of the contract. The Vendor must at all times comply with the provisions of the Act (WSIA). As of January 2014, independent operators are required to register through WSIB.

## **Evaluation**

All Informal Quotations will be evaluated and processed in accordance with the City's Purchasing Policy with amendments or revisions. The policy in its entirety can be viewed on the City's website at: [www.city.kawarthalakes.on.ca/purchasing](http://www.city.kawarthalakes.on.ca/purchasing)

**References:**

Provide three references for similar type purchase of goods or work performed in the last 3 years. Past purchase or work for the City will be considered.

Company: McCleans Auction Barn		
Contact Name and Title: Orval McClean Owner		
Telephone Number: 705-324-2783	Email Address:	
Type of Work Demolition	Year 2016	Value \$ 20,000.00
Company: Carbon Contracting		
Contact Name and Title: Ian Carson - President		
Telephone Number: 705-878-5436	Email Address:	
Type of Work: Demolition and Parking Lot	Year: 2015	Value: \$ 250, 000.00
Company: Sunderland CO-OP		
Contact Name and Title: Blair Thompson - President		
Telephone Number: 705-357-3491	Email Address:	
Type of Work: Demolition of Oakwood Elevators	Year: 2010	Value: \$ 56, 000.00

## **SPECIFICATIONS**

All bids shall include a unit price for all labour, materials, equipment, and services necessary to complete the demolition and removal of the Sand Dome and Salt Shed at the Hartley Public Works Depot located at 574 Hartley Road. It is further intended that this specification will provide for the removal of all waste and debris on site and all debris resulting from the demolition, leaving the site clear and free of hazards.

**Concrete foundations for both structures are to remain in place to facilitate potential future construction.**

The successful contractor must:

- Examine the site where the work is to be performed.
- Work in cooperation with the Contract Administrator.
- Notify the Contract Administrator five (5) days prior to commencement of work.
- Conduct all work in accordance with The Occupational Health and Safety Act and Building code regulations.

All work is subject to inspection and final approval by the Contract Administrator. The Contractor shall remedy any defects in workmanship to the satisfaction of the Contract Administrator.

**A non-mandatory pre-bid site meeting will be held on March 29, 2017 from 10:00 to 11:00 am.** Potential bidders are encouraged but not required to attend this meeting to view the structures requiring demolition and assess the general site conditions.

Change orders to increase the cost of this quotation will not be considered for any issues, circumstances, etc. that would have been evident during the non-mandatory pre-bid site meeting.

## **PERMITS**

The Contractor will be responsible for obtaining a demolition permit from the City of Kawartha Lakes Building Department for this project. The Contractor will be responsible for obtaining and for paying for all applicable permits required.

The Contractor shall comply with all building, fire and Health codes/laws, rules and regulations applicable to the demolition of the buildings and preservation of public health and safety.

## **PRE-CONSTRUCTION MEETING**

Upon an award of contract and before the commencement of the work, the Contract Administrator will arrange with the Contractor for a pre-construction meeting. The intent of this meeting will be review of contract documents, proposed schedule of work, health and safety policy, and general questions and concerns with the project.

## **EXISTING UTILITIES**

There may be various utilities within the Contract limits. It shall be the Contractors' responsibility to contact the local utility authorities to determine the exact location of these utilities and for the protection of all existing utilities during the time of construction.

No responsibility will be assumed by the City for the correctness or completeness of any drawings with respect to existing utilities, pipes, or other objects, either underground or on the surface and the City shall not be liable for the incorrectness or inadequacy thereof. It shall be the responsibility of the Contractor to determine the location of such utilities, pipes, or other objects. All costs of working around and supporting utilities and services shall be included in the unit prices Bid.

## **SITE CLENDLINESS**

The Contractor is to maintain the worksite in a clean and orderly fashion at all times. During periods when the Contractor is not working, the site is to be cleaned of all debris caused by the work and the site left in a safe and secure state. The contractor has care and control of the site for the duration of this contract.

## **WORK RESTRICTIONS**

The Contractor can carry out the Work, between the hours of 7:00 AM to 9:00 PM from Monday to Saturday, excluding Sunday and Statutory Holidays, in accordance with the City of Kawartha Lakes Noise By-law, as amended.

No other working hours are permitted unless otherwise approved by Council and / or the Director of Public Works.

The loading and unloading of supplies, materials, equipment and the refueling or repairs of equipment must be carried out during the above hours, unless otherwise approved by the Contract Administrator.

The Contractor shall not encroach onto private property for any reason unless the Contract Administrator and the property owner grant prior approval to do so.

## **NOISE RESTRICTIONS**

The City's Noise By-Law 2005 – 25 prohibits the operation of construction equipment in connection with construction from 9:00 p.m. to 7:00 a.m. Refer to: <http://www.city.kawarthalakes.on.ca/city-hall/by-laws-and-policies/protection-of-persons/2005-025- Consolidated Noise By-law.pdf> for the complete by-law.

## **ANTI-IDLING POLICY**

The City of Kawartha Lakes Anti-Idling Policy outlines a maximum two minute idle time for vehicles & equipment to reduce the air pollution from exhausts, create a healthier environment, promote energy (fossil fuel) conservation, reduce noise pollution and reduce wear and service needs on vehicles and

equipment. Companies operating vehicles and equipment on City property are asked to adhere to the guidelines of this policy as follows:

The Driver/Operator shall:

- a) Not idle the vehicle/equipment while completing a circle check (unless required for air brake pressure or other critical checks necessary);
- b) Not leave the vehicle/equipment unattended while idling;
- c) Shut down the vehicle/equipment when it is expected to exceed the two minute idle time;
- d) Ensure that vehicle/equipment deficiencies are reported immediately to the immediate supervisor or if it is unsafe to turn the unit off;
- e) Idle the vehicle/equipment only if the motor is required to power auxiliary equipment;
- f) Idle the vehicle/equipment only under extreme weather conditions;
- g) Idle the vehicle/equipment only when the health and safety of employees or others will not be jeopardized.

The Company shall ensure sure their employees are made aware of, and adhere to this policy.

## **SAFETY**

The Contractor shall strictly adhere to the safety requirements of all governing authorities.

Should, governing authorities issue, a notice/directive as either an “order to comply” or a “stop Work order”, immediate corrective measures shall be taken by the Contractor. A copy of the notice/directive shall be transmitted to the Contract Administrator immediately.

The Contractor shall promptly report to the Contract Administrator, all accidents involving personal injury or property damage, that occur in connection with the Work.

The Contractor shall, provide at the site, the equipment and medical facilities necessary to supply first aid service to anyone who may be injured in connection with the Work, and to conform to the requirements of the authorities having jurisdiction over the Work.

The Contractor shall, submit to the Contract Administrator a copy of the Notice of Project issued to the Ministry of Labour.

## **MATERIAL DISPOSAL**

The Contractor agrees to assume full responsibility to ensure the proper disposal of materials and/or waste removal from the premises. The Contractor is to examine the site prior to demolition and take responsibility for the presence and appropriate disposal of all materials to be demolished at the contractor's expense.

Debris resulting from the demolition shall be removed from the site expeditiously and shall be disposed of at a location approved by the City. The location or other form of disposal shall be in accordance with MOECC and the Environmental Protection Act.

The Contractor's bid price shall include all tipping fees for the disposal of the residual waste upon having maximized opportunities for the reuse/recycling of any debris materials.

## **RESTORATION**

The Contractor shall restore all disturbed areas to an equivalent or better condition than existed prior to the commencement of the contract. Cost of all restoration shall be included in the unit price for the main work.

## **PRECAUTIONS DURING DEMOLITION**

The site must be kept safe and secure from the public and employee's at all times.

The Contractor will be responsible for ensuring that, prior to the demolition project, all necessary safety measures are in place. The Contractor may need to provide additional fencing and barriers for the demolition area. Fencing, barriers and debris must be removed from the site at the conclusion of the project.

All necessary measures to prevent damage to any adjoining property, building and public right of way shall be arranged and put into effect before the demolition work is started.

In all cases the sequence of demolition shall be such that the stability of the structure shall not be endangered through the removal of any supporting member that provides lateral support for the structure. Dust shall be controlled by the water sprinkling or other means to prevent its inhalation by workers, residents of neighboring properties, and the general public.

## **INSPECTION**

The Contract Administrator shall carry out the inspections. The Contract Administrator will be sole judge of the adequacy and completeness of the Contractors work as spelled out by these contract documents. The Contractor shall be responsible for notifying the Contract Administrator at least forty-eight (48) hours prior to the final inspection.

## **MISCELLANIOUS REQUIREMENT**

1. The Contractor shall not burn any trash or debris on the demolition site.
2. No explosives are to be used.
3. The Contractor shall not sub-let the work or any part thereof without the consent in writing by the Contract Administrator.

## Acknowledgement

Company Name: Everson Excavating Ltd.

Contact Name: Gerald Eerson

Address: 41 Fieldside rd. Lindsay Ontario K9V 4R5

Phone Number: 705-324-3976

Fax Number: 705-324-2954

E-mail Address: jgeraldeverson@gmail.com

H.S.T. Registration Number: 80858 2472

I agree to supply the above at the price and conditions herein offered as specified in accordance with this informal quotation and addendum # \_\_\_\_\_ to # \_\_\_\_\_.

- ☒ I confirm my company has previously registered for the City's Vendor Management Program  
☐ I confirm my company has registered for the City's Vendor Management and is awaiting approval.

Vendor/Authorized Signature: 

Name: Gerald Everson

Position/Title: President

Date: April 6 2017

- ☐ Decline to bid. Add a check mark to the box to indicate a decline to bid and please indicate the reason in the box below:

## Standard Terms and Conditions

Invoices must quote the Purchase Order and be addressed and forwarded to: The Corporation of the City of Kawartha Lakes, 89 St David St. Lindsay, Ontario, K9V 5K2, to the attention of Richard Monaghan.

This purchase order is strictly limited to its terms and conditions and any counter-offers or changes of terms proposed by the vendor are hereby rejected, unless specifically agreed to in writing by the Corporation of the City of Kawartha Lakes (hereinafter the "City").

The goods and services described in this Purchase Order are subject to the following terms and conditions and the Vendor agrees to be bound by and comply with all such terms and conditions.

### Terms and Conditions – Goods and Service:

1. The Purchase Order together with all relevant documents, drawings and specifications referred to herein, shall, when accepted by the Vendor, constitute the contract between the Vendor and the City. By shipping goods as stated on the Purchase Order, the Vendor agrees to these Terms and Conditions and will fulfill its obligations according to the Purchase Order.
2. There shall be no variation, alteration, substitution or amendment of the Purchase Order unless previously approved in writing by the City's Corporate Services Manager, Financial Services or his/her designate.
3. The Vendor may not assign or subcontract the Purchase Order or any part thereof, without the prior written approval of the City, which approval may be withheld by the City in its sole discretion or may be given subject to such terms and conditions as the City may require.
4. All orders are to be shipped to the location FOB City of Kawartha Lakes specified on the Purchase Order.
5. The Vendor shall display the complete Purchaser Order number prominently on all packages, invoices, correspondence, customs documentation, bills of lading and packing slips and ensure that packing slips accompany all shipments.
6. Vendors outside Canada shall provide Canada Customs Invoices with completed, acceptable shipment documentation to the Customs broker.
7. Unless otherwise stated, the City shall pay to the Vendor all amounts in Canadian funds net thirty (30) days from invoice receipt or satisfactory delivery of goods or services, whichever is later, unless otherwise noted on the Purchase Order. Term discounts will be calculated from the same date.
8. The price indicated on the Purchase Order is the total cost and includes all fees and charges of any kind, including patent, permit, inspection, royalty and license fees, charges for crating, boxing, cartage and re-stocking and government tax levies, unless otherwise stated on the Purchase Order.
9. All applicable taxes are specified on the Purchase Order. If the Harmonized Services Tax applies, the Vendor agrees to invoice in accordance with the *Excise Tax Act* and include a valid business registration number on the invoice.
10. Where a delivery date is stated, delivery by such date is regarded as of the essence of the contract. Failure on the part of the Vendor to complete by the stated delivery date for reasons other than those beyond his control, will entitle the City to any one or combination of the following remedies:
  - (a) Cancel the order without incurring or being liable for any costs, fees, charges or surcharges of any kind whatsoever.



- (b) Reassign the contract and charge the original Vendor with all incremental costs involved.
11. In the event of strikes, accidents or unexpected events of Force Majeure causing stoppage of work, the City reserves the right to suspend the application of the Purchase Order.
  12. Delivered goods and services are in accordance with the quantity and the requirements as specified in this Purchase Order and any attached specifications and are subject to inspection and approval, following delivery for a period of not less than sixty (60) days, notwithstanding prior payment. In the event any discrepancy in the order or if the goods are rejected by the City, acting in its sole discretion, the City is entitled to return such goods at the Vendor's expense and the Vendor shall credit the City accordingly within fifteen (15) days of return of the goods.
  13. Notwithstanding delivery of goods, title to the goods remains with the Vendor until the City has inspected and approved the goods or sixty (60) days has passed after delivery without the City rejecting the goods.

The Vendor represents, warrants and covenants that the delivered goods do not infringe any patent, copyright, trademark or other intellectual or industrial property right. In the event that they do so infringe, Vendor will obtain permission for the City to use such goods or, alternatively, at the City's option, substitute similar goods that do not infringe. The Vendor warrants that the shipping and handling of designated products and/or hazardous materials will be made in accordance with the applicable Federal, Provincial and Municipal laws and regulations in force at the time of shipment. Workplace Hazardous Materials Information System, Material Safety Data Sheets, must be provided with the product supplied, as defined under the federal Hazardous Products legislation and provincial WHMIS legislation. Dangerous goods shall be shipped only in compliance with Canadian Transportation of Dangerous Goods (TDG) Regulations, Hazardous Materials Regulations, and all other environmental laws, rules, regulations and procedures, where applicable.

14. The Vendor represents, warrants and covenants that the goods are new, unused, free of defects or deficiencies in design, materials or workmanship, conforming to all manufacturer and City specifications and are fit for their ordinary purposes, unless the City has made a particular purpose known to the Vendor, in which event the goods are fit for that particular purpose as well. Vendor further warrants that the Goods are free of any liens or encumbrances and have not been pledged as security for any obligation.
15. The Vendor warrants that all electrical and electronic components and equipment supplied under this Order shall be approved in accordance in the Ontario Electrical Safety Code and must certified so the intended use of the equipment in Canada by certified organization accredited to the *Standards Council of Canada Act*.
16. In the event of any breach of warranty at law or pursuant to the Purchase Order by the Vendor, at any time during the one (1) year warranty period, the Vendor shall, at the City's option, repair or replace the goods with an equivalent or better product at no additional cost to the city within fifteen (15) days of the City's notification to do so.
17. The City makes no guarantee of the value or volume of goods or work to be assigned to the Vendor. The Purchase Order is not an exclusive contract for the provision of the goods and/or services listed. The City may contract with others for the same or similar goods and/or services to those described or may obtain the same or similar internally.
18. The Vendor shall indemnify and save harmless the City, its directors, officers, councilors, employees, contractors and agents from and against all actions, suits, claims, damages, causes of action, demands, penalties, fines, cost and expenses including legal fees or other proceedings of any kind or nature directly or indirectly arising out of any breach or inaccuracy of any representation, warranty or covenant, performance of services or supply of the goods, including

but not limited to personal injuries to anyone, breach or alleged breach of intellectual property laws, environmental non-compliance, product liability or property damage.

19. The Vendor shall provide the goods and services in strict compliance with all laws, regulations, codes and standards of Canada and the Province of Ontario, at the sole cost of the Vendor.
20. This Contract is to be construed and governed by the laws of the Province of Ontario and federal laws of Canada applicable therein. The United Nations Conventions on Contracts for the International Sale of Goods and any legislation enacted for the same do not apply.
21. The Vendor on behalf of itself, its directors, officers, employees and agents acknowledges that for the purposes of the Purchase Order, the provisions of the *Municipal Freedom of Information and Protection of Privacy Act* bind it.
22. These Standard Terms and Conditions are meant to supplement but not supersede the terms and conditions of any competitive bid document, contract or agreement. In the event of a conflict or inconsistency, the terms and conditions of the competitive bid document contract or agreement, will govern.
23. Time is of the essence and the Vendor shall deliver the goods and services contemplated by the Purchase Order in strict accordance with the delivery date, quantity and the requirements as specified on this Purchase Order and any attached specifications.

#### **Terms and Conditions – Specific to Service:**

24. For services, the Vendor represents that it has the expertise, experience, facilities, skilled personnel, management and knowledge necessary or required to deliver the services in a competent and professional manner. The Vendor understands that the City is relying upon this representation in issuing the Purchase Order.
25. For the services, the Vendor shall:
  - a) perform all work in a good and workmanlike manner to the full satisfaction of the City;
  - b) obtain and maintain full and adequate insurance covering performance of the work, proof of which will be made available to the City upon request;
  - c) obtain and maintain Worker's Safety Insurance Board coverage and provide both WSIB number and proof of satisfactory standing to the City upon request;
  - d) comply with all applicable by-laws, policies, procedures, guidelines and rules of the City; and
  - e) supervise their workers, consultants, agents and subcontractors to ensure they conform to the requirements of the service, specifications and the terms and conditions of the Purchase Order.
26. The Vendor shall indemnify the City for any liability to the Workers' Safety and Insurance Board of Ontario arising from the Purchase Order.
27. Service performed by a Consultant is an independent contractor and neither an agency, partnership nor employer-employee relationship is intended or created by this Purchase Order or Agreement.
28. For services, the Vendor shall provide, upon request of the City from time to time, staff knowledgeable about the delivery of the services for consultation with a representative or representatives of the City. The City shall provide, upon request of the Vendor, a representative or representatives of the City to consult with the Vendor with respect to the services being delivered by the Vendor pursuant to the Purchase Order.
29. The Vendor will maintain proper records and prepare and submit upon request, comprehensive reports respecting the services provided pursuant to the Purchase Order.

- 30.** The Vendor authorizes the City, its employees, representatives and agents to enter at all reasonable times, any premises used by the Vendor in connection with the provision of services pursuant to the Purchase Order, in order to:
- (a) Observe and evaluate the services provided under the Purchase Order; and
  - (b) Inspect all records, documents and invoices relating to the services provided pursuant to the Purchase Order.
- 31.** The City may terminate the Purchase Order upon thirty (30) days notice in writing, and without any further liability, in the event the City, in its sole discretion, determines that the Service Provider has:
- a) Neglected, failed or refused to proceed promptly with the Services contemplated to be provided by the Service Provider pursuant to the Purchase Order;
  - b) Contravened any of the Service Provider's obligations hereunder; provided however, that the City shall set out particulars of the default of the Service Provider in any such notice of termination and in the event that the Service Provider corrects or remedies the default to the satisfaction of the City within the thirty day notice period, the notice of termination shall be null and void.

# **JAMES KNIGHT & ASSOCIATES**

## **PROFESSIONAL ENGINEERS**

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POB 273 ST. GEORGE ONTARIO CANADA N0E 1N0  
519 448 3548 FAX 519 448 4657 (cell) 905 691 6489  
jkwoodeng@sympatico.ca

January 22, 2017

Mr. Oliver Vigelius  
Manager, West Maintenance Area (Lindsay) and Capital Projects  
Public Works - General Operations  
The City of Kawartha Lakes  
12 Peel Street  
POB 9000  
LINDSAY, Ontario  
K9V 5R8

**Re: Inspection of Sand Dome  
Hartley Works Yard  
The City of Kawartha Lakes**

Dear Mr. Vigelius:

I have completed field inspection of the sand dome at the City's Hartley Works Yard located at 574 Hartley Road. This inspection was made to locate, identify and assess any distress, deterioration and/or vehicle damage that may exist within the dome.

Field investigation was undertaken on July 6, 2016, pursuant to your February 29, 2016 email instructions, your March 5 telephone request, the City's Purchase Order No. 30755 and related correspondence.

This is the Report of my findings, opinions and recommendations.

### **1.0 Description, Background and Limitations**

#### **1.1 Description**

The Hartley dome is a 100 ft. diameter\*, commercially fabricated, glued dome. It is supported atop a (nominal) 1.5 ft. high concrete foundation ring, with salt/sand being stored inside against an independent wood bull-ring wall. The concrete foundation is a tension ring that floats on grade; the only below-grade concrete is the tie across the doorway.

\*The 9-panel 100 ft. dome is the largest member of the 100 ft. Family of Domes.

There are twenty sectors of panels in the dome, with each sector consisting of nine panels. For purposes of this Report the panels are numbered from No. 1 at the dome base to No. 9 at the dome peak. This panel numbering scheme matches that of the dome's original engineering drawings. The sectors are numbered herein in an anticlockwise fashion, beginning with the first sector west of the north-facing doorway. Hence the doorway is in Sector 20. That doorway is 15 ft. wide and of a tapered radial configuration.

## 1.2 Background

There are no marks or monuments on the dome to indicate its year of construction. Based on the configuration of the dome, its entrance and its foundation ring it is estimated that the dome was built in the mid-1970s.

The dome was in continual use re storage of winter de-icing materials until some years following the amalgamations that formed the present City of Kawartha Lakes. At some point in the early 2000s the dome ceased to be fully used and occupied due to rationalizations of responsibilities among neighbouring City works yards. Thereafter the dome was emptied, barricaded and abandoned.

The writer first inspected the dome in 2009. The resulting Report indicated that the dome was in generally good condition, albeit reroofing was urgently required to maintain weatherproofness. Inasmuch as the yard was already closed the dome served no present or future purpose at the Hartley yard. Hence the Report suggested relocation to a new site as one viable option. In fact though, the dome has stood abandoned and unused ever since.

## 1.3 Limitations

The following limitations applied to this inspection.

- a) Inspection was made outside from grade.
- b) Inspection of the interior was made solely by viewing through the fencing that permanently barricades the doorway.
- c) Access to the sill plates was not completely available all round without further damaging the structure.

Notwithstanding the above, it was my opinion that the dome was sufficiently accessible that adequate and complete assessment was possible. Hence the findings and the estimated costing herein are adequate and sufficient for the City to determine the action that is to be taken re this dome.

## **2.0 Dome Type**

Per Section 1.1, the Hartley dome is a glued dome that was manufactured/erected by a commercial fabricator of domes.

The dome's design followed sealed engineering drawings signifying compliance with the structural requirements of the then-extant Ontario Building Code, hereinafter the "Code". While there have been several editions of the Code since this dome was built, the structural requirements therein are essentially unchanged insofar as they might affect the dome. Therefore the dome's structural design also conforms to the structural requirements of today's Code.

## **3.0 Comparison with the Design Drawings**

There are no significant differences of the as-built dome as compared with the original design.

## **4.0 Observations re the Roofing**

4.1 The existing shingles are 3-tab Rainbow Green. As found in 2009 the roofing was then already at the end of its effective service life. It is now well past that with little, if any, of the roofing remaining at all effective. In this regard:

- a) Large areas of shingles are missing and have been for some time, thus exposing the wood structure to conditions that are highly conducive to decay.
- b) All remaining shingles are deteriorated, being cracked, crazed or curled, missing tabs and having lost the protective granule coating.
- c) The dome-to-concrete joint is failed such that the sill plates and Panels No. 1 are bathed by run-off, thus remaining constantly damp and highly conducive to decay.

## **5.0 Observations re the Structure**

5.1 Overall the dome is in a very poor condition. The damage, decay and related deterioration as described below is so severe and so extensive that partial or complete collapse is not unlikely in the event that the dome might ever be subject to any significant portion of its design snow load or wind load. Debris from a snow-induced collapse is likely to remain within the yard. But debris from a wind-induced collapse may be spread over a considerable distance and impact neighbouring properties. (There is a public roadway immediately west of the dome as well as houses to the west of that road.) I recommend that:

- a) The dome should be demolished as soon as possible.
- b) In the interim the dome should be construed as a present hazard.

- c) The existing barricading of the dome entrance should be maintained for howsoever long the dome remains in place.
- d) The yard should be kept locked and not used for any purpose for howsoever long the dome remains in place.

5.2 There are several significant distortions/deflections of the dome's overall profile, including local failures of the panels, large holes, etc. The dome shell no longer describes the constant and continuous bi-directional curvature as is shown on the original engineering drawings. Overall, the dome superstructure is in very poor condition.

5.3 The concrete foundation ring is in generally good condition, albeit there are the usual scrapes, gouges, loss of surface fines, etc. that are common of foundation rings of this age.

5.4 Significant and serious decay, deterioration and/or damage was found despite the limited access to the dome's interior.

- a) Sectors 1 to 19 - sill plate, bottomrail and ends of 4X4 verticals and 2X6 siderails of Panel No. 1 decayed.
- b) Sector 10 Panels 1 to 4 - local failures and partial collapse due to leaks from fan dormer.
- c) Sector 12 Panels No. 6 to No. 8 - large holes in panels and portions of panels fallen away.
- d) Sector 13 Panel No. 5 - large hole in panel.
- e) Sector 20 - sill plates and base of entrance trusses decayed. Both trusses are broken.

5.5 Further to Section 5.4, and in light of the limited access to the dome interior, it is clear that much additional damage requiring repair and strengthening would be found once full access to the interior was available and if the existing shingles were to be removed to provide proper access outside.

5.6 The dome has the 1-part compression plug at the peak that was standard for older domes. In service a number of these 1-part plugs have come loose under the constant cycling of wind loads. If this dome were going to be saved I would recommend that the plug be improved by converting it to a 2-part plug that cannot be dislodged by vibration.

5.7 A double layer of overlapping scissor bracing is installed at the base of Panel No. 7. This bracing is installed in the manner that was typical of the earliest domes. Experience has shown that the inadequate end connections and the lack of connection where the members cross renders the bracing less effective than is intended. Furthermore, the bracing can work loose as a result of long-term wind-induced vibration. If this dome were going to be saved I would recommend that the scissor bracing be upgraded to contemporary standards.

5.8 In 2009 a sample of the bolts that could be reached from grade and/or from atop the stored materials was checked for tightness. All bolting was adequate and adequately tight. Notwithstanding the lack of access now, the bolting may be presumed to remain adequately tight.

5.9 The dome is equipped with anchorages for a climbing rope to afford access to the dome peak. Some years ago such ropes were a standard feature of all domes to provide access for roof repair. However, such ropes are not provided today, and indeed they are being removed from municipal salt/sand domes today, since they are not recognized as safe access by newer fall-arrest regulations. If this dome were going to be saved I would recommend that the rope anchorage be removed when the dome is next reroofed or repaired structurally. The rope anchorages should not be used for any purpose.

5.10 Active barn swallow nests were found within the dome and doorway canopy. Any work to the dome including demolition must be scheduled and conducted in accordance with prevailing regulations that protect this species at risk.

## **6.0 Storage of Materials**

The dome is not used to store materials and is abandoned. Section 5.1 herein recommends demolition as the only option. Hence material storage is not an issue re the dome.

## **7.0 Discussion**

The Hartley dome complied with the Code's structural requirements at the time that it was built. Moreover, the dome's design also complies with the structural requirements of today's Code.

However, the dome is in very poor condition with extensive damage, decay and related deterioration. In my opinion, the dome's condition precludes rehabilitation, i.e., replacement would be a less costly option. Hence the dome should be construed as a present hazard until it can be demolished.

## **8.0 Options**

### **8.1 Rehabilitate As Is**

The dome cannot be economically rehabilitated as is. Replacement would be a less costly option. However, the yard is closed and there is no need for a dome to store de-icing materials at Hartley. Moreover, I understand that there is an issue of salt contamination that would preclude this site ever being used again as a works yard.



## 8.2 Demolish Dome Structure

The estimated cost to demolish and dispose of the dome superstructure is \$25,000.

This assumes the bull-ring and concrete foundation ring would be abandoned intact as has occurred elsewhere. Alternately, the concrete ring and bull-ring may also be demolished; refer to Section 8.3.4 below.

## 8.3 Foundation Ring

### 8.3.1 Retain as-is for Uncovered Storage

The foundation may be retained and used for uncovered storage.

- a) Said storage may be for cold patch, gravel, stone, etc. in the manner that the City already uses the abandoned dome foundation at Bobcaygeon. This would entail no expenditure re the foundation itself, albeit some discretionary cost would likely be required to import concrete blocks to compartmentalize the space.
- b) Alternately, the foundation may be used for semi-secure storage, i.e., stocks of culverts and the like. No expenditure would be entailed for such use.

In either case the foundation ring and bull-ring would be retained and used as-is.

### 8.3.2 Re-use to Support New Wood Dome

Theoretically the existing foundation might be used to support a new wood dome in either of two ways.

- a) The ring may be used as-is to support a new 100 ft. dome of the same geometry, either with the same radial doorway or a revised, wider rectangular doorway.
- b) Alternately the ring may be raised to be 8 ft. or more in height and then support a replacement dome per (a).

However, the site is not a works yard, there is no need for storage of de-icing materials, and domes are ill-suited to any other purpose. So practically speaking, there is no need to use the existing foundation to support a new wood dome.

### 8.3.3 Re-Use in Conjunction with an Alternate New Superstructure

The foundation's geometry does not lend itself to being incorporated into a foundation for other than some style of dome or similar building. Moreover, the present value of the existing foundation would be relatively small as compared to the additional costs that would be incurred to enable the foundation to be re-used to support other than a dome.

#### 8.3.4 Demolish the Foundation

The dome is located within the yard to facilitate use as a works depot. The presence of an abandoned foundation ring would be an impediment to any other use of the yard.

In the final analysis, and apart from possible continued use per Section 8.3.1, demolition of the dome foundation may be the preferred present and/or future course of action. The estimated cost to demolish and dispose of the dome foundation is \$15,000. This estimate includes an allowance to remove the below-grade doorway slab and bull-ring posts and to make good the excavations with compacted granular.

I trust all of the above to be as you require. Should you have any questions, or require anything further, please telephone me at 519 488 3548.

Yours very truly,



James Knight, M.Sc.F., P.Eng.  
16-840



# **JAMES KNIGHT & ASSOCIATES**

## **PROFESSIONAL ENGINEERS**

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POB 273 ST. GEORGE ONTARIO CANADA N0E 1N0  
519 448 3548 FAX 519 448 4657 (cell) 905 691 6489  
jkwoodeng@sympatico.ca

January 22, 2017

Mr. Oliver Vigelius  
Manager, West Maintenance Area (Lindsay) and Capital Projects  
Public Works - General Operations  
The City of Kawartha Lakes  
12 Peel Street  
POB 9000  
LINDSAY, Ontario  
K9V 5R8

**Re: Inspection of Salt Shed  
Hartley Works Yard  
The City of Kawartha Lakes**

Dear Mr. Vigelius:

I have completed field inspection of the salt shed at the City's Hartley Works Yard located at 574 Hartley Road. This inspection was made to locate, identify and assess any distress, deterioration and/or vehicle damage that may exist within the shed.

Field investigation was undertaken on July 6, 2016, pursuant to your February 29, 2016 email instructions, your March 5 telephone request, the City's Purchase Order No. 30755 and related correspondence.

This is the Report of my findings, opinions and recommendations.

### **1.0 Description, Background and Limitations**

#### **1.1 Description**

The Hartley salt shed is a gable roofed rectangular building measuring ~24 ft. north-south by ~30 ft. east-west. It consists of a steel-clad trussed roof atop 12 ft. wood-framed side walls, all supported atop 4 ft. concrete-reinforced masonry foundation walls. The below-grade founding conditions are unknown. The roof ridge runs east-west. The shed's west end is open for most of the width to provide a doorway for in-load/out-load.

While similar in concept to all other salt sheds at City works yards, this shed is distinctly unique vis-a-vis:

- a) its smaller size; and
- b) its foundation type, i.e., original masonry walls later strengthened with concrete.

## 1.2 Background

There are no marks or monuments on the shed to indicate its year of construction. Based on the configuration of the shed, its foundation and the type of connector plates in the roof trusses it is estimated that the shed was built in the mid-1970s.

The shed was likely in more or less continual use re salt storage until some years following the amalgamations that formed the present City of Kawartha Lakes. At some point in the early 2000s the shed ceased to be used and occupied.

The writer has not previously inspected the shed.

## 1.3 Limitations

The following limitations applied to this inspection.

- a) Inspection was made inside and outside from grade.
- b) Access to the wall framing and sill plates was not completely available all round without further damaging the cladding.

Notwithstanding the above, it was my opinion that the shed was sufficiently accessible that adequate and complete assessment was possible. Hence the findings and the estimated costing herein are adequate and sufficient for the City to determine the action that is to be taken re this shed.

## **2.0 Comparison with the Design Drawings**

Original design drawings are not available. No inference shall be drawn vis-a-vis the comments herein and possible differences of the as-built shed as compared with the original design.

## **3.0 Observations re the Steel Roof and Wall Cladding**

3.1 The existing roof and wall cladding is at the end of its effective service life.

- a) Much of the roof cladding has been torn loose and/or lost thus exposing the wood structure to conditions that are highly conducive to decay.
- b) Trim, soffits and fascias are missing, damaged and/or ineffective all round at the roof level.
- c) Other trim is missing and/or ineffective.

- d) Large areas of the wall cladding are corroded and/or punctured. Also, large areas have been replaced and/or they are inadequately fastened. On the whole the wall cladding is not weatherproof.

In my opinion the cladding is already so seriously damaged and deteriorated that complete replacement is the only realistic option if the shed is to be retained. Moreover, this conclusion is doubly apparent when one considers the additional repairs that might be required if attempts were to be made to correct the structural distress of Section 4.0 following.

#### **4.0 Observations re the Structure**

4.1 Overall the shed is in a very poor condition. The damage, decay and related deterioration as described below is so severe and so extensive that partial or complete collapse is not unlikely in the event that the shed might ever be subject to any significant portion of its design snow load or wind load. Moreover, partial or complete collapse would be likely if the shed were ever to be returned as-is to service and the foundation walls were to be used as "push walls". I recommend that:

- a) The shed should be demolished as soon as possible.
- b) In the interim the shed should be construed as a present hazard.
- c) The entrance should be adequately barricaded for howsoever long the shed remains in place.
- d) The yard should be kept locked and not used for any purpose for howsoever long the shed remains in place.

4.2 There are significant distortions/deflections of the shed's overall superstructure, including walls are no longer plumb, stud walls are pushed off foundations, etc. Overall, the wood-framed superstructure is in very poor condition.

4.3 The concrete-reinforced masonry foundation is in very poor condition, i.e., probably the worst of the three main components of cladding, wood-framed superstructure and foundation. In this regard:

- a) The original foundation appears to be an above grade wall of unreinforced hollow masonry blocks presumably extending below grade to some unknown foundation. This foundation would not be structurally competent to serve as a retaining wall or a push wall.
- b) The original concrete block walls of (a) are highly deteriorated with extensive cracks and vehicle damage. Moreover, the block faces are more or less crumbled all round inside and outside, with the worst such damage being outside. In some locations the entire block face is lost from crumbling, thus exposing the hollow core.

- c) At some point attempts were made to arrest the distress of the masonry. This involved placement of a 2 ft. high concrete wall outside along the north and south sides, plus a 4 ft. high concrete wall outside along the east end wall. The efficacy of this remedy is unknown as the new walls' construction and their founding conditions are unknown. Also unknown is the connectivity of the new walls to the original.

If this shed were to be saved further investigation would be required to assess the adequacy of the existing walls and foundations. Such investigations would be costly. But since so much other cost would also be entailed re the cladding and the wood structure, and since there is no present or future use for the shed, further investigation is not recommended.

4.4 Significant and serious decay, deterioration, damage and/or other structural inadequacies were also noted.

- a) The most westerly ~16 ft. of the shed is fitted with a plywood ceiling fastened to the underside of the roof trusses. The ceiling is decayed beyond repair; replacement is required.
- b) The shed's roof trusses are decayed and their connecting plates are corroded. This is particularly so of those trusses supporting the plywood ceiling.
- c) The trusses are inadequately anchored at their supports against wind-induced uplift.
- d) The bottom chords of most trusses are broken and have been inadequately repaired.

4.5 Further to Section 4.4(a), similar ceilings in salt sheds in other jurisdictions have been found to be supporting large quantities of faecal matter accumulated from years of occupancy by birds and animals. Suitable precautions re handling/exposure of such material must be taken as part of any process of repair, rehabilitation and/or demolition.

4.6 Active barn swallow nests were found within the shed. Any work to the shed including demolition must be scheduled and conducted in accordance with prevailing regulations that protect this species at risk.

## **5.0 Storage of Materials**

The shed is not used to store materials and is abandoned. Section 4.1 herein recommends demolition as the only option. Hence material storage is not an issue re the shed.

## 6.0 Discussion

It is unknown to what degree to which the Hartley shed complied with the structural requirements of the Code at the time that it was built. However, and based on inspection alone, it is clear that the shed even if materially sound, which it is not, does not comply with the structural requirements of today's Code.

Moreover, the shed is in very poor condition with extensive damage, decay and related deterioration. In my opinion, the shed's condition precludes rehabilitation, i.e., replacement would be a less costly option. Hence the shed should be demolished.

## 7.0 Options

### 7.1 Rehabilitate As Is

The shed cannot be economically rehabilitated as is. Replacement would be a less costly option. However, the yard is closed and there is no need for a shed to store de-icing materials at Hartley. Moreover, I understand that there is an issue of salt contamination that would preclude this site ever being used again as a works yard.

### 7.2 Demolish Shed Structure

The estimated cost to demolish and dispose of the shed is \$15,000. This estimate includes an allowance to remove the below-grade concrete and to make good the excavations with compacted granular.

I trust all of the above to be as you require. Should you have any questions, or require anything further, please telephone me at 519 488 3548.

Yours very truly,



James Knight, M.Sc.F., P.Eng.  
16-840



# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2017-043**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** Ward 9, 10, 11, 12

**Subject:** Proposal 2017-75-CP Scheduling Software for Limo Specialized Transit

**Author Name and Title:** Ashley Wykes, Buyer  
Enzo Ingribelli, Transit Supervisor

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### **Recommendation(s):**

**RESOLVED THAT** Report PUR2017-043, Proposal 2017-75-CP Scheduling Software for Limo Specialized Transit, be received;

**THAT** TripSpark Technologies ULC of Mississauga be selected for the award of Proposal 2017-75-CP Scheduling Software for Limo Specialized Transit for the proposed cost of \$125,893 plus HST;

**THAT** subject to the receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreement to award Proposal 2017-75-CP; and

**THAT** the Purchasing Division be authorized to issue a purchase order.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_



## Background:

At the Council Meeting of April 18, 2017, Council adopted the following resolution:

**RESOLVED THAT** Report Transit 2017-001, Public Transit Infrastructure Funding, be received;

**THAT** it be recognized that the Public Transit Infrastructure Fund (PTIF) Phase One (Ontario) has agreed to make a contribution to the City of Kawartha Lakes in respect to Transit Upgrades and Improvements; and

**THAT** it be recognized that the above noted contribution will be equal to 50% of the eligible cost, up to a maximum of \$229,145; and

**THAT** capital project (928170201) installation and implementation of Intelligent Scheduling Software for LIMO Specialized Transit be expanded and approved in an amount of \$150,000, that the funding be approved as \$75,000 from Public Transit Infrastructure Funding and \$75,000 from the Dedicated Transit Reserve Fund;

CR2017-334

Proposal 2017-75-CP was prepared and advertised in accordance with the Purchasing Policy and Management Directive.

The proposal was opened in public on Thursday, July 20, 2017 by Launa Lewis, Buyer and Ashley Wykes, Buyer with the following results.

Company	Proposal Submitted
TripSpark Technologies ULC, Mississauga	Yes
Enghouse Transportation LLC, Markham	Yes

One proposal from Routematch was received after the closing time and was rejected according to the Management Directive (List of Irregularities #1), Purchasing Policy (Section 4.9) and Proposal document (Section 1.15).

The proposals were carefully reviewed for compliance and evaluated based on the requirements within the proposal document.

References were checked with no concerns identified.

### **Rationale:**

Staff recommends TripSpark Technologies ULC of Mississauga, be selected for the award of Proposal 2017-75-CP Scheduling Software for Limo Specialized Transit for the proposal price of \$125,893 plus HST.

### **Other Alternatives Considered:**

No other alternative is being considered as a competitive procurement process was completed.

### **Financial/Operation Impacts:**

Capital Project	Capital Project Budget	Other Committed Funds*	Capital Project Balance	Proposal Cost (incl. HST)	HST Rebate	Total Proposal Cost	Remaining Budget
928170201	\$150,000	\$0	\$150,000	\$142,259	(\$14,150)	\$128,109	\$21,891

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

This Scheduling Software will strongly endorse all of the goals in the Strategic Plan:

- A Vibrant and Growing Economy. A healthy transit system enables commuters to get to work, school and activities that support the growth of our City.
- An Exceptional Quality of Life. Affordable public transit assists the general well-being of residents and customers promoting activity health, education and employment.
- A Healthy Environment. Utilizing this grant promotes active transportation and builds ridership.

### **Review of Accessibility Implications of Any Development or Policy:**

All legal requirements as legislated within Regulation 191/11 made under the Accessibility for Ontarians with Disabilities Act, 2005 are met by Lindsay Transit and LIMO Specialized Transit. Lindsay Transit continues to strive for Service Excellence when providing transportation services to the residents of the City of

Kawartha Lakes and will continue to consult all users including people with disabilities to ensure that future service excellence are maintained

**Consultations:**

Junior Accountant

**Department Head E-Mail:** brobinson@kawarthalakes.ca

**Department Head:** Bryan Robinson

**Department File:** 2017-75-CP

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2017-044**

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**Date:** August 22, 2017

**Time:** 2:00 p.m.

**Place:** Council Chambers

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**Ward Community Identifier:** 9,10,11 and 12

**Subject:** **Tender 2017-66-CT Removal and Replacement of Bus Shelters at Specified Locations**

**Author Name and Title:** Marielle van Engelen, Buyer

Todd Bryant, Manager of Fleet and Transit Services

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### **Recommendation(s):**

**RESOLVED THAT** Report PUR2017-044, **Tender 2017-66-OT Removal and Replacement of Bus Shelters at Specified Locations**, be received;

**THAT** Daytech Limited of Toronto be selected for the award of **Tender 2017-66-CT Removal and Replacement of Bus Shelters at Specified Locations** for the tender price of \$187,725.00 plus HST,

**THAT** Capital Project (994172402) funding be increased by \$83,029 from the Transit Dedicated Gas Tax Reserve; and

**THAT** the Purchasing Division be authorized to issue a purchase order.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

At the council meeting of April 18, 2017, Council adopted the following resolution:

### **CR2017-334**

**RESOLVED THAT** Report TRANSIT2017-001, **Public Transit Infrastructure Funding**, be received;

**THAT** it be recognized that the Public Transit Infrastructure Fund (PTIF) Phase One (Ontario) has agreed to make a contribution to the City of Kawartha Lakes in respect to Transit Upgrades and Improvements;

**THAT** it be recognized that the above noted contribution will be equal to 50% of the eligible cost, up to a maximum of \$229,145;

**THAT** capital project (928170201) installation and implementation of Intelligent Scheduling Software for LIMO Specialized Transit be expanded and approved in an amount of \$150,000, that the funding be approved as \$75,000 from Public Transit Infrastructure Funding and \$75,000 from the Dedicated Transit Reserve Fund;

**THAT** capital project (994172101) for the design and construction of accessibility conversions for 27 existing bus stops be expanded and approved in the amount of \$100,290; that the funding be approved as \$50,145 from Public Transit Infrastructure Funding and \$50,145 from the Dedicated Transit Reserve Fund;

**THAT** a new capital project (994172401) be approved with a budget of \$100,000 for the Design and Construction of a new transit hub in downtown Lindsay, that the funding be approved as \$50,000 from Public Transit Infrastructure Funding and \$50,000 from the Dedicated Transit Reserve Fund; and

**THAT** a new capital project (994172402) be approved with a budget of \$108,000 for the Replacement of up to 18 transit shelters to meet Accessibility for Ontarians with Disabilities Act requirements that the funding be approved as \$54,000 from Public Transit Infrastructure Funding and \$54,000 from the Dedicated Transit Reserve Fund.

This report addresses that direction.

Request for Tender 2017-66-CT Removal and Replacement of Bus Shelters at Specified Locations was released for advertising in accordance with the Purchasing Policy.

This request for tender is to replace bus shelters to meet the Accessibility of Ontarians with Disabilities Act (AODA) 2005. AODA legislation requires all transit stops to be accessible. In order to receive all funding through the PTIF application, the City must replace eighteen (18) shelters. This tender requested replacement for fifteen (15) shelters, as three (3) shelters had already been replaced earlier in 2017.

The Tender closed on Thursday June 29, 2017 and was opened by Pat Dunn, Councilor and Marielle van Engelen, Buyer with the following results:

<b>Company Name</b>	<b>Amount Read at Public Opening Not Including HST</b>
Daytech Limited Toronto	\$187,725.00
Kaan Construction Pontypool	\$264,262.65

A notice to decline to bid was received from Marquis Snow and Ice Ltd. as they were unable to meet the specifications of the tender.

Bids received were checked for mathematical errors and compliance to the bid call.

In accordance with the City's Purchasing Policy, a competitive procurement process is considered to be irregular when all responsible and responsive submissions exceed the budget by more than \$10,000.00 and fewer than three (3) submissions are received in a formal competitive procurement process. In this case only two (2) bids were received and the project is over budget by \$83,029.

### **Rationale:**

Staff recommend Daytech Limited of Toronto be selected for the award of Tender 2017-66-CT Removal and Replacement of Bus Shelters at Specified Locations for the tender price of \$187,725.00 plus HST, and that the additional funds required be drawn from the Provincial Gas Tax fund.

After completing a cost/benefit analysis, staff decided to procure solar powered shelters. The additional costs of purchasing solar powered shelters could be recouped in 7-9 years through lower hydro costs. Lower hydro costs will increase sustainability and could have a total cost savings to the City of up to \$8400 per shelter over the 20 year shelter life cycle. Solar power shelters have up to 50% greater purchase price than conventional hydro powered shelters, but do not require being connected to the Hydro grid. By procuring solar powered shelters in 2017, Transit will be able to reduce, and eventually eliminate paying hydro costs for shelters.

### Other Alternatives Considered:

No other alternatives are recommended as staff must replace eighteen (18) shelters in accordance with the PTIF application. Replacing any amount less than eighteen (18) will jeopardize the funding.

### Financial/Operation Impacts:

Capital project 994172402 was approved by Council in Report TRANSIT2017-001 with a total budget of \$108,000.

Project Number	Project Budget	Other Committed Funds *see below	Project Balance	Tender Amount (incl HST)	HST Rebate	Total Cost	Project Balance
994172402	\$108,000	\$0	\$108,000	\$212,129.	(\$21,100)	\$191,029	\$(83,029)

Any remaining surplus or deficit will be dealt with through the capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

Reserve funds can only be used if Council has given approval. The procurement listed above requires funding from the Transit Dedicated Gas Tax Reserve Fund in the upset limit of \$83,029. The current uncommitted balance in the Transit Dedicated Gas Tax Reserve is \$643,744 and after the transfer for the funding of these projects, the uncommitted balance will be \$560,715. Therefore there are sufficient funds to cover this request.

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

The replacement of shelters strongly endorses all of the goals in the Strategic Plan:

- A Vibrant and Growing Economy. A healthy transit system enables commuters to get to work, school and activities that support the growth of our City.
- An Exceptional Quality of Life. Affordable public transit assists the general well-being of residents and customers promoting activity health, education and employment.
- A Healthy Environment. Utilizing this grant promotes active transportation and builds ridership.

## **Review of Accessibility Implications of Any Development or Policy:**

All legal requirements as legislated within Regulation 191/11 made under the Accessibility for Ontarians with Disabilities Act, 2005 are met by Lindsay Transit and LIMO Specialized Transit. Lindsay Transit continues to strive for Service Excellence when providing transportation services to the residents of the City of Kawartha Lakes and will continue to consult all users including people with disabilities to ensure that future service excellence are maintained

## **Servicing Implications:**

N/A

## **Consultations:**

Financial Coordinator

**Department Head E-Mail:** brobinson@kawarthalakes.ca

**Department Head:** Bryan Robinson, Director

**Department File:** 2017-66-CT



# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2017-045**

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**Date:** August 22, 2017

**Time:** 2:00 p.m.

**Place:** Council Chambers

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**Ward Community Identifier:** 10, 11, 13

**Subject:** Emergency Procurement of HVAC Systems at Specified Locations

**Author Name and Title:** Ashley Wykes, Buyer

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### **Recommendation(s):**

**RESOLVED THAT** Report PUR2017-045, being an Information Report for an Emergency Procurement for the replacement of HVAC Systems at Specified Locations, be received; and

**THAT** the emergency work for project 9531706 HVAC – Emergency Replacements in an amount up to \$23,413.00 be funded from the Capital Projects Reserve.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

The Purchasing Policy states;

When an event occurs that is determined by a Director or the CAO or the CSD to be:

- a threat to public health;
- the welfare of Persons or of public property; or
- the security of the City's interests and the occurrence requires the immediate delivery of goods or services and time does not permit for competitive procurement process.

The Emergency Procurement Approval Form is completed immediately depending on the above criteria and the requirements for procurement will be determined following the Management Directive Table of Authority except for:

- Procurement equal to or greater than \$100,000.00; and/or
- A procurement process deemed appropriate will be determined by the CAO, Director and Financial Services Division. An information report shall be submitted for all Emergency Procurement spending at or over \$100,000.00, per incident, to Council by the Financial Services Division at earliest possible date, and no later than 60 calendar days.

Emergency Procurements requiring funding from a reserve, in an amount greater than \$10,000 in accordance with the Capital Close Policy, will seek Council approval as soon as possible. Therefore, Treasury is seeking approval for funding for the emergency work already completed for the projects listed below.

A brief summary of the emergency procurement is noted for information purposes.

### **Bobcaygeon Service Centre – Heat Pump Compressor Replacement**

The heat pump compressor servicing the second floor lobby, hallway and Ontario Clean Water Authority (OCWA) office at the Bobcaygeon Service Centre failed, on June 12, 2017 requiring immediate replacement.

### **Lindsay Library Children's Section – Heat Pump Replacement**

The heat pump in the Children's Section of the Lindsay Library failed on June 8, 2017 and required immediate replacement.

### **Police Services Building – Server Room Air Conditioner Repair/Replacement**

The ductless air conditioner in the Police Services Building server room failed on June 10, 2017 requiring immediate repair and replacement. The unit was temporarily repaired, until a new system could be installed.

## **Rationale:**

Staff recommends the emergency work for project 9531706 HVAC – Emergency Replacements, in an amount up to \$23,413.00 be funded from the Capital Projects Reserve.

## **Other Alternatives Considered:**

No other alternatives have been considered as the work has already been completed and the funding is required.

## **Financial/Operation Impacts:**

Reserve funds can only be used if Council has given approval. The emergency procurement listed above requires funding from the Capital Projects Reserve. The current uncommitted balance in the Capital Projects Reserve is \$1,117,609 and after the transfer for the funding of this project, the uncommitted balance will be \$1,094,196. Therefore there are sufficient funds to cover this request.

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

This recommendation aligns with Goal 2 – An Exceptional Quality of Life by maintaining wellness for individuals who use City buildings and by maintaining the infrastructure and longevity of City-owned buildings.

## **Consultations:**

Works Control Officer  
Junior Accountant

## **Attachments:**

Appendix A – Emergency Procurement – HVAC at Various Locations



**Department Head E-Mail:** [cshanks@kawarthalakes.ca](mailto:cshanks@kawarthalakes.ca)

**Department Head:** Craig Shanks



**City of Kawartha Lakes  
Purchasing Department**  
26 Francis St., P. O. Box 9000  
Lindsay, Ontario K9V 5R8  
Telephone: (705) 324-7930  
Fax: (705) 324-7058  
purchasing@city.kawarthalakes.on.ca

### **Emergency Procurement Approval Form**

Notwithstanding the provisions of the Purchasing Policy, the following shall only apply in case of an emergency, when an event occurs that as determined by a Director or the CAO or the CSD to be:

- a threat to public health;
- the welfare of persons or of public property; or
- the continuity of service is at risk and the occurrence requires the immediate delivery of goods and services and time does not permit for a competitive procurement process.

Once the emergency is declared, the Emergency Procurement Approval Form is completed immediately and depending on the above criteria, the requirements for procurement will be determined as follows:

#### **Procurement under \$100,000.00:**

Goods and services shall be secured by the most suitable procurement process as determined by the Director and Corporate Services Manager, Financial Services at the lowest obtainable price and where time is of the essence. When possible, the Purchasing Division may maintain a list of vendors to call in the event of an Emergency Procurement.

#### **Procurement equal to or greater than \$100,000.00:**

A procurement process deemed appropriate to the situation will be used to mitigate the risk of the emergency at hand and will be determined by the CAO or the CSD, Director and Corporate Services Manager, Financial Services. Complex, on going situations will be reviewed as soon as the occurrence has been safely secured and a subsequent procurement process may be used to provide a permanent solution to the consequence of the emergency.

An information report shall be submitted for all emergency procurement spending  $\geq \$100,000.00$ , per incident, to Council by the Corporate Services Manager, Financial Services at the earliest possible date.

**Name:** Carrie Kish  
**Department/Division:** CS – Building and Property  
**Date:** Wednesday June 14, 2017

### 1. Emergency Situation:

Explain the situation and the rationale for the emergency purchase in detail and attach all backup to go along with Emergency request.

Three HVAC component failures and emergency replacements:

1. Bobcaygeon Service Centre – 123 East Street South, Bobcaygeon – heat pump compressor replacement servicing second floor lobby, hallways and OCWA office – failure – tenant's service and delivery at risk and implications for lease agreement
2. Lindsay Library – 190 Kent Street West, Lindsay – replace children's library 3 ton Samsung Heat Pump with a Fujitsu Ceiling mounted pump – failure – library services delivery at risk
3. Police Services – 6 Victoria Avenue North, Lindsay – Server room ductless air-conditioner replacement – failed/temporarily repaired, waiting replacement – possible hat police IT services would be shut down in the event of further extreme heat in server room

### 2. Specifications/Requirements:

Describe what needs to be purchased for the situation and any special provisions. Example: Date to be received by or any additional support needed with the purchase.

1. install new York Compressor/ Slide Valve Replacement – to supply and install a new compressor, reversing valve, and liquid drier; provide 4x new fuses as required (details on Hamilton Smith quotation #Q-17-668)
2. install new Fujitsu ceiling mounted unit – remove existing unit and replace with new unit (details on Carmichael quotation #PJD5373)
3. install new Daikin Ductless AC system - remove existing unit and replace with a new unit and connect it to the building automation system (details on Hamilton Smith quotation # Q-17-686)

### 3. Financial Considerations:

Indicate cost estimate and verify the work that is limited to the emergency situation. Indicate any recommendations with respect to funding if a budget does not currently exist. Complete the chart below.

**No budget - Treasury to advise.**

1. \$4,235.00 plus HST
2. \$11,223.00 plus HST
3. \$7,550.00 plus HST

*Signature* 17.06.19

---

DIRECTOR: \_\_\_\_\_



CORP. SERV. DIRECTOR: \_\_\_\_\_

APPROVAL

CORP SERV. MGR, FS: \_\_\_\_\_

**Estimated Cost of Emergency Request: \$23,008.00 plus HST**

SRN Number:	
Capital Project Number:	
GL Number:	
Budget \$	
Balance Available: \$	
Taxes Payable and	
Remaining Budget: \$	

 17.06.19  
\_\_\_\_\_  
DIRECTOR: \_\_\_\_\_  
CORP. SERV.  
DIRECTOR: \_\_\_\_\_  


APPROVAL

CORP SERV.  
MGR, FS: \_\_\_\_\_  




COMMERCIAL AND INDUSTRIAL



REFRIGERATION - AIR CONDITIONING - HEATING

**Q-17-668**

**Date: June 13, 2017**

**City of Kawartha Lakes  
Bobcaygeon Service Centre**

**Attn: Carrie Kish**

**Re: York Compressor/Slide Valve Replacement**

**Scope of Work:**

**To supply and install a new compressor, reversing valve, and liquid drier; provide 4x new fuse as required. This includes the original service call.**

**HAMILTON SMITH LIMITED shall supply the above for the sum of \$4,235.00 + HST.**

This quote is valid for thirty days from this date. At this time all prices will be subject to renewal due to possible increase in costs

Any alterations to this quote must be made in writing.

**HAMILTON SMITH LIMITED** would be pleased to apply our **FORTY FIVE YEARS** of expertise to assist you with any future projects.

**GENERAL CONDITIONS**

Service Technicians shall be Certified (Licensed) to perform the project at hand.

All work shall be performed in accordance with all Provincial and Local Codes and our high standards.

Thank you for considering **HAMILTON SMITH LIMITED** to quote on this Project. If you have any questions regarding this quote or if you require any further service please feel free to call me at any time.

---

280 Jamieson Bone Rd\*PO Box 713\*Belleville, Ontario\*K8N 5S8\*1-800-201-3053  
**Belleville:** (613) 962-2334 **Peterborough:** (705) 745-7763 **Kingston:** (613) 389-7090  
Fax: (613) 962-2301 Fax: (705) 742-9367 Fax: (613) 634-8061



COMMERCIAL AND INDUSTRIAL



REFRIGERATION - AIR CONDITIONING - HEATING

Q-17-668

CUSTOMER SATISFACTION IS OUR NUMBER ONE GOAL.

Yours truly,

APPROVED

Jörg Petersen  
Manager

2017.06.14.

Date

Bob Connell  
Owner/Partner  
HAMILTON SMITH LIMITED

Signature

I have authority to order this work outlined above. I agree that Seller retains title to equipment/materials furnished until final payment is made. If payment is not made as agreed, Seller can remove said equipment/materials at Seller's expense. Any damage from removal shall not be responsibility of Seller.

PLEASE RETURN ONE SIGNED COPY IF ACCEPTED.

280 Jamieson Bone Rd\*PO Box 713\*Belleville, Ontario\*K8N 5S8\*1-800-201-3053  
Belleville: (613) 962-2334 Peterborough: (705) 745-7763 Kingston: (613) 389-7090  
Fax: (613) 962-2301 Fax: (705) 742-9367 Fax: (613) 634-8061





REFRIGERATION · AIR CONDITIONING · HEATING  
 280 JAMIESON BONE ROAD, UNIT 1 BELLEVILLE, ONT., K8N 5S8  
 PHONE (613) 962-2334 FAX (613) 962-2301  
 www.hamiltonsmith.ca TOLL FREE: 800 201 3053


Work Order # P145370 Details	
Call Type	Service
Caller	CARRIE
Date Created	2017-06-12
Purchase Order	
Job #	S001816
Date Completed	Jun 13, 2017 - 10:12:01 AM

Site Information	Billing Information
BOBCAYGEON SERVICE CENTRE 123 EAST ST S BOBCAYGEON, ON Phone: (000)000-0000	CITY OF KAWARTHA LAKES BUILDING & PROPERTY 31 MARY STREET EAST PO BOX 9000 LINDSAY, ON K9V 1V3

Work Requested
THERMOSTAT ISSUE

Equipment Name: HVAC Service	Model
Manufacturer	Serial Number
<b>Work Requested</b> THERMOSTAT ISSUE  <b>Work Performed</b> Jun 12, 2017 A/C #2 comp. grounded will order comp. and reversing valve.  Jun 13, 2017 will send quote for approval	

Summary			
Labor Detail			
Technician	Equipment	Labor Type Id	Date
BOB M CONNELL	00HVAC	RTMechanic	2017-06-12
Material / Misc / Flat Rate Details			
Equipment	Description	Quantity	

Customer Signature
  <p>Customer Name: carrie            Customer signature indicates acceptance of charges.  <u>Location Upon Signature</u></p>



## SERVICE AND REPAIR QUOTATION

QUOTATION NUMBER

**PJD5373**

DATE

**06/14/2017**

ATTENTION  
**CARRIE KISH**

Tel: 7053249411

Fax:

COMPANY  
**CKL / LINDSAY LIBRARY**  
190 KENT STREET  
LINDSAY  
ON  
K9V2Y6

SUBJECT: CHILDRENS LIBRARY 3 TON SAMSUNG HEAT PUMP REPLACEMENT

Sent on: 06/14/2017

By:

To:

Page 1 of 2

It is our pleasure to submit this quotation to perform the following scope of work:

PLEASE FIND ENCLOSED OUR QUOTATION FOR THE REQUIRED REPLACEMENT OF THE SAMSUNG 3 TON HEATPUMP SERVING THE CHILDRENS AREA. THIS UNIT HAS A FAILED MAIN BOARD WE HAVE BEEN UNABLE TO GET PARTS FOR AS THE UNIT IS 20 PLUS YEARS OLD. THIS WORK IS TO INCLUDE THE FOLLOWING:

- \* PULL THE REFRIGERANT OUT OF THE EXISTING UNIT.
- \* DISCONNECT THE POWER AND REFRIGERANT LINES FROM THE EXISTING UNIT
- \* REMOVE THE REFRIGERANT LINES FROM THE SYSTEM AS THE REFRIGERANT WAS R22.
- \* SUPPLY AND INSTALL THE NEW INDOOR UNIT.
- \* SUPPLY AND INSTALL THE NEW OUTDOOR CONDENSING UNIT ON THE ROOF
- \* RUN NEW REFRIGERANT LINES AND COMMUNICATION LINES TO THE NEW UNIT INDOORS AND OUT
- \* PRESSURE TEST THE REFRIGERANT LINES TO CONFIRM THE LINES ARE LEAK FREE.
- \* DO A VACCUM TEST ON THE LINES TO ENSURE THERE IS NO MOISTURE IN THE SYSTEM.
- \* RELEASE THE REFRIGERANT.
- \* HOOK UP THE DRAIN LINE ON THE INDOOR UNIT (REUSE THE EXISTING DRAIN)
- \* TEST AND CONFIRM PROPER OPERATION.

FUJITSU CEILING MOUNTED OPTION(RECOMMENDED): \$ 11,223.00

LG WALL MOUNTED OPTION(NOT RECOMMENDED): \$ 10,557.00

- \* The work will be carried out during normal business hours.
- \* Should additional work be required, a quotation will follow.
- \* The execution of the work is conditional on the workload upon receiving the order form.

**TOTAL**

**\$11,223.00**

Tax not Included

GST	0.00	PST	0.00	HST	\$1,458.99	F.O.B.	
Delivery	To discuss	Terms	Net 30 days	Warranty	Standard		

Prepared by: Jody Dempster

E-mail: jdempster@carmichael-eng.ca

Salesman: SANDRA ANSELL (NEW CUSTOMER)

This quotation is valid for a period of 30 days and subject to the terms and conditions indicated on the next page.

Please note that any delayed delivery is subject to change pending the availability of equipment and scheduling confirmation.

APPROVED  
Signature: Jörg Petersen  
Name: Manager

ACCEPTANCE OF THE ABOVE SCOPE OF WORK

Date:

17.06.14

P.O. #

## TERMS AND CONDITIONS

---

1. This quotation is valid for a period of thirty (30) days from date hereof; thereafter subject to withdrawal or negotiation.
2. All work shall be performed during regular business hours, that is between 08:00 and 16:30 Monday to Friday inclusive, unless otherwise specified.
3. Carmichael Engineering will not be held responsible for delays or failure to perform a contract in accordance with contract terms, if caused by sabotage, fire, labour disputes, scarcity of materials, strikes, riots, insurrection, war, government acts or acts of God.
4. Terms of payment are net thirty (30) days on approved credit rating, unless otherwise stated.. Carmichael Engineering reserves the right to charge interest at the rate of 2% per month on accounts or balances thereof, that are unpaid after their due date.
5. All holdbacks shall be payable on demand, after expiration of statutory holdback period.
6. An order canceled prior to shipment or commencement of work will be subject to cancellation charges. In the event of cancellation, violation or non-performance of this contract, or in the event construction works are stopped or deferred more than thirty (30) days for any reason, no imputable to Carmichael Engineering customer agrees to pay an automatic indemnity not less than fifty percent (50%) of the contract value without judicial proceedings upon written notice given to his last known address, without prejudice to this firms other legal resources all amounts already paid to the contractor shall remain his property as liquidated damages.
7. Carmichael Engineering, will pay the rate of wages called for by the Collective Agreement Act, applicable to the building trades in force in the district where the work is to be carried out. Carmichael Engineering will also be responsible for unemployment insurance, workmen's compensation insurance, union fees, public liability and property damage insurance.
8. Transportation cost of equipment, materials, and tools shall be borne by Carmichael Engineering as part of the contract proposal, unless otherwise specified.
9. Carmichael Engineering assumes no responsibility for system design or the performance of same in maintaining design conditions; that is unless the system has been the direct design of Carmichael Engineering personnel.
10. All appliances, materials, equipment and accessories shall remain the property of this contractor, until payment is made in full for the full amount of the contract.
11. In the event of fire or theft on the contract premises, before the contract is completed, the customer shall be responsible for all damages or disappearance of appliances, materials, tools equipment and accessories belonging to Carmichael Engineering.
12. Should there be occasion for extra work or equipment other than that specified in the contract, the work or equipment so needed shall be supplied, installed or repaired at Carmichael Ltd. prevailing rates unless otherwise agreed to, as evidenced by a signed change order or updated quotation by both parties.
13. The clients shall ensure work area is free of any or all obstacles which may prevent or interfere in Carmichael Engineering efficiently executing the contract.
14. When drawings, specifications or blueprints are supplied by customer, standard graphical symbols will be used or a legend marked on drawings, specifications or blueprints. Carmichael Engineering shall not be responsible for any errors or omissions on drawings, specifications or blueprints furnished by others.
15. Standard manufacturers' warranty shall apply to all equipment furnished by Carmichael Engineering in addition to a twelve (12) month guarantee on contractor's workmanship for the erection or completion of a new installation.
16. A warranty of ninety (90) days on labour only shall apply to all contracts involving solely repairs or the replacement of parts, effective the date of job completion and valid only upon full payment of involved job. Manufacturers' warranty will be extended on replacement parts and materials.
17. All electrical works, gas, drainage, chilled water and structural reinforcement are not included in our price except if mentioned in your contract.
18. We assume that will be our rights to give you the supplementary cost for hidden elements.
19. Upon signature of this contract, the customer shall be bound by the conditions listed here within and those listed on reverse side.



COMMERCIAL AND INDUSTRIAL



REFRIGERATION - AIR CONDITIONING - HEATING

**Q-17-686**

**June 19, 2017**

**City of Kawartha Lakes  
31 Mary Street East,  
Lindsay, Ontario K9V 1V3**

**Attention: Carrie Kish**

**Re: Lindsay Police Services**

**Scope of Work:**

To supply and install one new 1.5-Ton Daikin Ductless AC System, complete with the following:

- Removal and disposal of existing unit.
- Unit designed to operate at low ambient condition.
- Connected to the Building Automation System (Reliable Controls)
- Boom new unit to the rood and boom down the existing unit.
- Start Up

**HAMILTON SMITH LIMITED** shall supply the above for the sum of **\$7,550.00 + HST.**

This quote is valid for thirty days from this date. At this time, all prices will be subject to renewal due to possible increase in costs

Any alterations to this quote must be made in writing.

**HAMILTON SMITH LIMITED** would be pleased to apply our **FORTY-FIVE YEARS** of expertise to assist you with any future projects.

**GENERAL CONDITIONS**

Service Technicians shall be Certified (Licensed) to perform the project at hand.

All work shall be performed in accordance with all Provincial and Local Codes and our high standards.

---

280 Jamieson Bone Rd\*PO Box 713\*Belleville, Ontario\*K8N 5S8\*1-800-201-3053  
**Belleville:** (613) 962-2334 **Peterborough:** (705) 745-7763 **Kingston:** (613) 389-7090  
Fax: (613) 962-2301 Fax: (705) 742-9367 Fax: (613) 634-8061



REFRIGERATION - AIR CONDITIONING - HEATING

Q-17-686

Thank you for considering **HAMILTON SMITH LIMITED** to quote on this Project. If you have any questions regarding this quote or if you require any further service please feel free to call me at any time.

**CUSTOMER SATISFACTION IS OUR NUMBER ONE GOAL.**

Yours truly,

APPROVED  
Jörg Petersen  
Manager  
Date 17.06.19

Bob Connell,  
Owner/Partner.  
**HAMILTON SMITH LIMITED**

Signature

I have authority to order this work outlined above. I agree that Seller retains title to equipment/materials furnished until final payment is made. If payment is not made as agreed, Seller can remove said equipment/materials at Seller's expense. Any damage from removal shall not be responsibility of Seller.

280 Jamieson Bone Rd\*PO Box 713\*Belleville,Ontario\*K8N 5S8\*1-800-201-3053  
**Belleville:** (613) 962-2334 **Peterborough:** (705) 745-7763 **Kingston:** (613) 389-7090  
Fax: (613) 962-2301 Fax: (705) 742-9367 Fax: (613) 634-8061

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2017-046**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** All Wards

**Subject:** Proposal 2017-76-OP Development and Implementation of the Ontario Early Years Child and Family Centre

**Author Name and Title:** Ashley Wykes, Buyer  
Janine Mitchell, Manager Social Services

---

### **Recommendation(s):**

**RESOLVED THAT** Report PUR2017-046, Proposal 2017-76-OP Development and Implementation of the Ontario Early Years Child and Family Centre, be received;

**THAT** Ontario Early Years Centre Haliburton Victoria Brock be selected for the award of Proposal 2017-76-OP Development and Implementation of the Ontario Early Years Child and Family Centre for the proposal cost of \$1,010,119; and

**THAT** subject to the receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreement to award Proposal 2017-76-OP.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## Background:

In February 2016, the Minister of Education announced the provincial plan to integrate and transform four (4) Ministry of Education (MEDU) funded child care family programs into a new system of services and supports for children ages 0 – 6 and their families to be known as Ontario Early Years Child and Family Centres (CFCs) effective January 1, 2018. Council received report HSS2016-003, Children's Services Programs Update, on September 20, 2016 outlining the Ministry's requirements to implement the new CFCs.

Council received report SOC2017-001 Child and Family Centres, on April 18 outlining the CFCs core services and the results of the Needs Assessment and recommendations for the service provider selection process.

At the Council Meeting of April 18, 2017, Council adopted the following resolution:

### CR2017-347

**RESOLVED THAT** Corporate Services staff proceed with a Request for Proposal procurement process for the selection of a Service Provider for a Child and Family Centre for the City of Kawartha Lakes and Haliburton County.

Proposal 2017-76-OP was prepared and advertised in accordance with the Purchasing Policy and Management Directive.

The proposal was opened in public on Thursday, July 20, 2017 by Launa Lewis, Buyer and Ashley Wykes, Buyer with the following results:

Company	Proposal Submitted
Point in Time Centre for Children, Youth and Parents	Yes
Ontario Early Years Centre Haliburton Victoria Brock	Yes

The proposals were carefully reviewed for compliance and evaluated based on the requirements within the proposal document by representatives from the City of Kawartha Lakes Human Services department, the Haliburton, Kawartha, Pine Ridge District Health Unit, Children Services Council Kawartha Lakes/Haliburton, and the Haliburton Highlands Family Health Team.

References were checked with no concerns identified.

**Rationale:**

Based on the evaluation scoring staff recommends Ontario Early Years Centre Haliburton Victoria Brock, be selected for the award of Proposal 2017-76-OP Development and Implementation of the Ontario Early Years Child and Family Centre for the proposal price of \$1,010,119.

**Other Alternatives Considered:**

No other alternative is being considered as a competitive procurement process was conducted.

**Financial/Operation Impacts:**

Budget for the Child and Family Centres is 100% provincially funded and will be included in the Human Services 2018 Operating Budget. The allocation for the operation of the CFC is set at \$1,010,119 and is monitored by the Human Services Department.

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

The implementation of the CFC supports Action Item 2.2.2 – enhancing access to community and human services to support improved wellness, well-being and community health.

**Review of Accessibility Implications of Any Development or Policy:**

The implementation of the CFC will include the consideration of all accessibility requirements.

**Department Head E-Mail:** rsutherland@kawarthalakes.ca

**Department Head:** Rod Sutherland, Director of Human Services

**Department File:** 2017-76-OP



# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2017-047**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** Ward 10

**Subject:** 2017-86-CT Single Source for Lindsay Water Pollution Control Plant Lagoon 6 Retrofit

**Author Name and Title:** Launa Lewis, Buyer

---

### **Recommendation(s):**

**RESOLVED THAT** Report PUR2017-047 **2017-86-CT Single Source for Lindsay Water Pollution Control Plant Lagoon 6 Retrofit**, be received;

**THAT** Ontario Clean Water Agency (OCWA) of Bobcaygeon, be selected for the award of Single/Sole Source Approval of the Lindsay Water Pollution Control Plant Lagoon 6 Retrofit for the tendered price of \$138,350.86 plus HST;

**THAT** additional total financing of \$67,520 be approved for Project (998151201) Lindsay Water Pollution Control Plant Upgrade – Lagoon 6 Retrofit, with \$52,980 in funding from the Sewer Infrastructure Reserve and \$14,540 from Development Charges;

**THAT** subject to the receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreement to award the work; and

**THAT** the Purchasing Division be authorized to issue a purchase order.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## Background:

In Q3 2015 the City of Kawartha Lakes expanded the OCWA contract to include the operation and maintenance of the Lindsay Water Pollution Control Plant. Part of their contract obligations are to identify capital upgrades and assist with the procurement and administration of project award.

This project includes converting the existing use of Lagoon #6 from a storage lagoon to an equalization lagoon in order to achieve additional capacity for high flow events and maintenance. This will help reduce any potential wash out of the biological treatment process at the sewage plant along with any potentials for direct by-pass to the river. This project was recommended through the Class EA that was completed for the plant. Approval for this works has been received from the MOECC through an updated Environmental Compliance Approval (ECA).

A single source was approved in 2016 for OCWA to prepare the design, ECA amendments and tendering. This single source to OCWA also includes the remaining contract administration and inspection services for construction at a cost of \$15,750.

A Request for Tender was provincially tendered by OCWA for the installation of valve chamber and culverts.

Request for tender Lindsay Water Pollution Control Plant (WPCP) Lagoon Culverts OCWA Project 16014 was advertised on [www.ontariotenders.bravosolution.com](http://www.ontariotenders.bravosolution.com), May 23, 2017. A mandatory site meeting was held on June 1, 2017 at 11:00 a.m., where two contractors and one equipment supplier attended the meeting. Tenders closed at 3:00 p.m. on June 15, 2017. Tenders were opened at OCWA Engineering Services at 2225 Erin Mills Parkway, Suite 1200, Mississauga ON.

Below are the results of the opening:

Company	Tendered Amount (Not incl. HST) read at Public Opening
Fidelity Engineering and Construction	\$359,344.60
Nick Carchidi Excavating	\$122,600.86

If Council approves, OCWA will award to the lowest, compliant tender received from Nick Carchidi Excavating of Janetville at the tender price of \$122,600.86.

## Rationale:

Staff recommends that Ontario Clean Water Agency of Bobcaygeon, be selected for the award of the Single/Sole Source Approval for Lindsay Water Pollution Control Plant Lagoon 6 Retrofit for the tendered price of \$138,350.86 plus HST.

## Other Alternatives Considered:

None as a competitive process was issued and the City is awarding to the lowest compliant vendor.

## Financial/Operation Impacts:

The Lindsay Water Pollution Control Plant Lagoon 6 Retrofit was identified in the 2017 Capital Budget under 99815201 with an approved budget of \$125,000.00.

Capital Project	Capital Project Budget	Other Committed Funds*	Capital Project Balance	Proposal Cost (incl. HST)	HST Rebate *	Contingency	Total Proposal Cost	Remaining Budget
998151201	\$125,000	\$36,735	\$88,265	\$156,336	(\$15,551)	\$15,000	\$155,785	(\$67,520)

Water and wastewater capital projects do not close with a surplus, only the amounts required is funded based on costs incurred. Therefore, these projects will close with a zero balance in the capital close report.

Wastewater project (998151201) Lindsay Water Pollution Control Plant Lagoon 6 Retrofit currently has a budget deficit in the amount of \$67,520. Reserve funds can only be used if Council has given approval. Staff recommends an upset limit of \$67,520 be funded from the Sewer Infrastructure Reserves for \$52,980 and from Development Charges for \$14,540 to ensure compliance with the Development Charges study.

The balance in the Sewer Infrastructure Reserve will be \$180,935 after the transfer to cover the funding shortfall. Therefore, there are sufficient funds to cover this request.

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

The Lindsay Water Pollution Control Plant Lagoon 6 Retrofit aligns with the Corporate Strategic Goals "A Vibrant and Growing Economy", "An Exceptional Quality of Life", and "A Healthy Environment" by:

- Enabling efficient infrastructure and asset management; and
- Ensuring the protection and enhancement of water quality.

## **Consultations:**

Supervisor, Water & Wastewater Operations

Junior Accountant

**Department Head E-Mail:** brobinson@city.kawarthalakes.on.ca

**Department Head:** Bryan Robinson, Director of Public Works

**Department File:** 2017-86-CT

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number ENG2017-010**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** 10

**Subject:** Request for Traffic Control – King Street and St. David Street and Logie Street

**Author Name and Title:** Joseph Kelly, Senior Engineering Tech

---

### **Recommendation(s):**

**RESOLVED THAT** Report ENG2017-010 **Request for Traffic Control – King Street and St. David Street and Logie Street;** be received;

**THAT** an all-way stop be installed at the intersection of King Street and St. David Street/Logie Street;

**THAT** the necessary by-laws for the above recommendations be forwarded to Council for adoption; and

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this decision.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

At the Council Meeting of June 6, 2017 Council adopted the following resolution:

### **CR2007-478**

**RESOLVED THAT** the memo from Councillor Dunn regarding **Speeding on King Street, Lindsay**, be received;

**THAT** staff be directed to conduct the necessary investigation to place a four way stop at the intersection of King Street and Logie Street/St. David Street; and

**THAT** staff report back to Council no later than the last regular Council meeting of September, 2017 with recommendations.

**CARRIED**

This report addresses that direction.

At the Council Meeting of July 11, 2017 Council received the following petition:

### **CC2017-20.12.1**

Susan Smith

Petition Traffic Speed on King Street, Lindsay

This report also addresses this petition which can be seen in Appendix A.

Staff have also received multiple other requests for the study of speed on King Street or for the installation of an all-way stop at this intersection.

This report also addresses those concerns.

## **Rationale:**

The Ontario Traffic Manual (OTM) has methods to determine if an all-way stop is warranted and does not recommend that stop controls be used as a speed control or traffic calming device.

The purpose of a stop sign is to control right-of-way conflicts. On two relatively equal roadways having similar traffic volume demand and operating characteristics an all-way stop control is an appropriate method to control right-of-way conflicts.

Staff performed all-way stop warrants and site investigations to determine if the installation of all-way stop is an appropriate action. As per the OTM, speed control was not a determining factor.

The intersection did not meet the minimum total volume warrants for all-way stops. It was found that cross traffic had roughly equal volumes (approximately 53/47 north-south/east-west split). The cross volume changes could be explained by recent development and changes in traffic patterns. Traffic count results can be seen in Appendix B. Minimum sightline requirements are met.

Motorists drive by feel it is clear to them when intersections feel "wrong". When equal volume and same class roads only have one stop control, driver confusion can magnify. Staff witnessed multiple instances of vehicles stopping at non-stop controlled approaches, waving cars through, non-compliance with the stops and vehicles creeping into the intersection instead of stopping. These behaviors reduce the credibility of the current stop controls and increase the potential for vehicle conflict. Although this intersection does not experience enough volume to trigger the warrant, it would be using good engineering judgment and in keeping with best practices to install all-way stops at equal volume, same class roads which generate high instances of driver confusion.

**As a result of the justification review carried out by staff, it is recommended that all-way stops be installed at the intersections of King Street and St. David Street/Logie Street.**

### **Other Alternatives Considered:**

St David Street/Logie Street has had dramatic increase in cross traffic patterns and could continue to increase due to development; it is not recommended the intersection stay as is.

### **Financial/Operation Impacts:**

Cost of signs to bring the By-law into effect.

Two new stop signs.

Two temporary stop ahead warning signs with "new" sign above (should be in inventory from previous all-way stop installations)

Four "ALL WAY" tabs

Plus Installation

$\$450 * 6 = \$2700$

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

The City's Strategic Plan outlines Council's Vision of a Vibrant and Growing Economy, Quality of Life and a Healthy Environment.

Providing life safety and protection is a priority objective of the City.

**Consultations:**

N/A

**Attachments:**

Appendix A – Petition for Traffic Calming



ENG2017-010-  
Appendix A.pdf

Appendix B – Traffic Count Results



ENG2017-010  
Appendix B.pdf

**Department Head E-Mail:** [irojas@city.kawarthalakes.on.ca](mailto:irojas@city.kawarthalakes.on.ca)

**Department Head:** Juan Rojas, Director of Engineering & Corporate Assets

**Department File:** Engineering



Received from Susanne Smith

13.1

RECEIVED

JUN 27 2017

PETITION

To present to Kawartha Council for ways and means to slow traffic on King St in Lindsay ON and accomplishing speed reduction by one or more methods which include but are not limited to:

OFFICE OF THE CITY CLERK  
KAWARTHA LAKES

- installation of 4-way stop at King St and St David St
- installation of speed limit signs in two or more locations
- installation of signs indicating use of street by school children
- more radar by police
- setting up digital speed monitors frequently

If in favour of speed reduction in the name of safety for all pedestrians, and children in particular, please sign below.

Maybe a couple of small roundabouts!

Name:

Address:

Jennifer Gilmer

Laurie Tansley

Nicki Finch

Mary Leblanc

Susanne Smith

William Greaves

Wilda Greaves

Judy Roberge

[Signature]

Melissa Ferrier

John McQuillan

Jessica Billinger

Mr & Mrs G.R.B. Mudge

44 King St. Lindsay, ON. K9V 1C7

49 King St. head sign  
on 1C9V1C4

63 KING ST LINDSAY K9V1C4

51 King Street Lindsay K9V-1C4

65 King St. Lindsay K9V1C4

67 King St Lindsay ont. K9V1C4

67 King St Lindsay ont. K9V1C4

62 KING ST. LINDSAY K9V1C7

62 KING ST. " "

108 A King St Lindsay K9V1C9

45 King St.

43 - King st

58 King St.

76 King St.

Name:

M. J. McDonald

Rob McLowry

Sabrina Henriksen  
D Henriksen

Henry D. Robison

Lisa Durham

Ron Smith  
Judy Luke

Frank Lube

Shirley Thomas  
+ John Sturges

Esther  
Pat + Adolphson

Address:

86 King St.

90 Leach St.

106 King St

107 KING ST

77 King St.

79 A King ST.

59 King St.

59 King St.

57 KING ST.

66 King St.

55 KING ST.

<b>King St and St David St</b>				FILE NO _____																																																								
<b>Morning Peak Diagram</b>		<b>Specified Period</b> From: 8:40:00 To: 9:40:00		<b>One Hour Peak</b> From: 8:30:00 To: 9:30:00																																																								
<b>Municipality:</b> Lindsay <b>Site #:</b> 0000000001 <b>Intersection:</b> King St & St David St <b>TFR File #:</b> 1 <b>Count date:</b> 8-Jun-2017		<b>Weather conditions:</b> Clear <b>Person(s) who counted:</b> Andrew Rowe																																																										
<b>** Non-Signalized Intersection **</b>		<b>Major Road:</b> King St runs W/E																																																										
North Leg Total: 60 North Entering: 34 North Peds: 2 Peds Cross:	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Cyclists</td><td>0</td><td>1</td><td>0</td><td>1</td></tr> <tr><td>Trucks</td><td>0</td><td>0</td><td>0</td><td>0</td></tr> <tr><td>Cars</td><td>4</td><td>25</td><td>4</td><td>33</td></tr> <tr><td>Totals</td><td>4</td><td>26</td><td>4</td><td></td></tr> </table>	Cyclists	0	1	0	1	Trucks	0	0	0	0	Cars	4	25	4	33	Totals	4	26	4			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Cyclists</td><td>1</td></tr> <tr><td>Trucks</td><td>3</td></tr> <tr><td>Cars</td><td>22</td></tr> <tr><td>Totals</td><td>26</td></tr> </table>	Cyclists	1	Trucks	3	Cars	22	Totals	26	East Leg Total: 84 East Entering: 38 East Peds: 1 Peds Cross:																												
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29	0	1	30																																																									
3	0	0	3																																																									
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0	1	23	24																																																									
0	1	67																																																										
Cars	Trucks	Cyclists	Totals																																																									
46	0	0	46																																																									

# King St and St David St

## Mid-day Peak Diagram

### Specified Period

From: 11:00:00

To: 13:00:00

### One Hour Peak

From: 11:30:00

To: 12:30:00

**Municipality:** Lindsay

**Site #:** 0000000001

**Intersection:** King St & St David St

**TFR File #:** 1

**Count date:** 8-Jun-2017

**Weather conditions:**

Clear

**Person(s) who counted:**

Andrew Rowe

**\*\* Non-Signalized Intersection \*\***

**Major Road:** King St runs W/E

North Leg Total: 101

North Entering: 57

North Peds: 0

Peds Cross: 0

Cyclists	0	1	0	1
Trucks	0	0	0	0
Cars	10	41	5	56
Totals	10	42	5	

Cyclists 0

Trucks 0

Cars 44

Totals 44

East Leg Total: 137

East Entering: 50

East Peds: 1

Peds Cross: 1

Cyclists	0
Trucks	0
Cars	91
Totals	91

King St

King St

Cyclists	0
Trucks	0
Cars	2
Totals	2
Cyclists	0
Trucks	0
Cars	78
Totals	78
Cyclists	0
Trucks	0
Cars	37
Totals	37
Cyclists	0
Trucks	0
Cars	117
Totals	117

Peds Cross: 0

West Peds: 9

West Entering: 117

West Leg Total: 208

Cars 86

Trucks 0

Cyclists 1

Totals 87

St David St



St David St



Cars	3
Trucks	0
Cyclists	0
Totals	3
Cars	39
Trucks	0
Cyclists	0
Totals	39
Cars	8
Trucks	0
Cyclists	0
Totals	8
Cars	50
Trucks	0
Cyclists	0
Totals	50

King St



Cars	87
Trucks	0
Cyclists	0
Totals	87

Peds Cross: 0

South Peds: 4

South Entering: 85

South Leg Total: 172

## Comments

Cyclist label should read heavy vehicle

# King St and St David St

## Afternoon Peak Diagram

### Specified Period

From: 15:00:00

To: 17:00:00

### One Hour Peak

From: 15:30:00

To: 16:30:00

**Municipality:** Lindsay

**Site #:** 0000000001

**Intersection:** King St & St David St

**TFR File #:** 1

**Count date:** 8-Jun-2017

### Weather conditions:

Clear

### Person(s) who counted:

Andrew Rowe

### \*\* Non-Signalized Intersection \*\*

**Major Road:** King St runs W/E

North Leg Total: 108

North Entering: 58

North Peds: 1

Peds Cross: 

Cyclists	0	0	0	0
Trucks	0	0	2	2
Cars	5	39	12	56
Totals	5	39	14	

Cyclists 1

Trucks 1

Cars 48

Totals 50

East Leg Total: 140

East Entering: 51

East Peds: 5

Peds Cross: 

Cyclists	Trucks	Cars	Totals
0	0	89	89

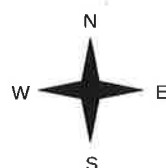


King St

Cyclists	Trucks	Cars	Totals
0	1	5	6
2	0	69	71
1	0	51	52
3	1	125	



St David St



Cars	Trucks	Cyclists	Totals
3	0	0	3
47	0	0	47
1	0	0	1
51	0	0	



King St



Cars	Trucks	Cyclists	Totals
85	2	2	89

Peds Cross: 

West Peds: 32

West Entering: 129

West Leg Total: 218

Cars 91

Trucks 0

Cyclists 1

Totals 92



Cars	37	40	4	81
Trucks	0	0	0	0
Cyclists	0	1	0	1
Totals	37	41	4	

Peds Cross: 

South Peds: 25

South Entering: 82

South Leg Total: 174

### Comments

Cyclist label should read heavy vehicle

# King St and St David St

## Eight Hour Peak Diagram

### Eight Hour Peak

From: 8:45:00

To: 16:45:00

**Municipality:** Lindsay

**Site #:** 0000000001

**Intersection:** King St & St David St

**TFR File #:** 1

**Count date:** 8-Jun-2017

**Weather conditions:**

Clear

**Person(s) who counted:**

Andrew Rowe

**\*\* Non-Signalized Intersection \*\***

**Major Road:** King St runs W/E

North Leg Total: 749

North Entering: 379

North Peds: 10

Peds Cross: 

Cyclists	1	9	0	10
Trucks	0	0	2	2
Cars	38	287	42	367
Totals	39	296	44	



Cyclists 14

Trucks 6

Cars 350

Totals 370

East Leg Total: 938

East Entering: 407

East Peds: 24

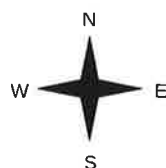
Peds Cross: 

Cyclists	Trucks	Cars	Totals
16	8	685	709



King St

Cyclists	Trucks	Cars	Totals
3	3	30	36
9	1	447	457
6	3	265	274
18	7	742	



St David St

St David St

Cars	Trucks	Cyclists	Totals
33	3	0	36
341	0	10	351
20	0	0	20
394	3	10	



King St



Cars	Trucks	Cyclists	Totals
517	3	11	531

Peds Cross: 

West Peds: 140

West Entering: 767

West Leg Total: 1476

Cars 572

Trucks 3

Cyclists 15

Totals 590



Cars 306 287 28 621

Trucks 8 0 0 8

Cyclists 5 11 2 18

Totals 319 298 30

Peds Cross: 

South Peds: 65

South Entering: 647

South Leg Total: 1237

## Comments

Cyclist label should read heavy vehicle

# King St and St David St

## Total Count Diagram

**Municipality:** Lindsay  
**Site #:** 0000000001  
**Intersection:** King St & St David St  
**TFR File #:** 1  
**Count date:** 8-Jun-2017

**Weather conditions:**  
 Clear  
**Person(s) who counted:**  
 Andrew Rowe

**\*\* Non-Signalized Intersection \*\***

**Major Road:** King St runs W/E

North Leg Total: 754  
 North Entering: 380  
 North Peds: 11  
 Peds Cross: ➡

	Cyclists	Trucks	Cars	Totals
1	9	0	10	
0	0	2	2	
38	288	42	368	
Totals	39	297	44	

Cyclists 15  
 Trucks 6  
 Cars 353  
 Totals 374

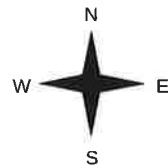
East Leg Total: 951  
 East Entering: 413  
 East Peds: 25  
 Peds Cross: ⚡

Cyclists	Trucks	Cars	Totals
18	8	696	722

King St

King St

Cyclists	Trucks	Cars	Totals
3	3	30	36
9	1	454	464
6	3	267	276
18	7	751	



St David St

Cars	Trucks	Cyclists	Totals
34	3	0	37
345	0	11	356
20	0	0	20
399	3	11	

King St

King St

Cars	Trucks	Cyclists	Totals
524	3	11	538

Peds Cross: ⚡  
 West Peds: 160  
 West Entering: 776  
 West Leg Total: 1498

Cars	Trucks	Cyclists	Totals
575	3	15	593

Cars	Trucks	Cyclists	Totals
313	8	6	327
289	0	12	301
28	0	2	30
630	8	20	

Peds Cross: ➡  
 South Peds: 65  
 South Entering: 658  
 South Leg Total: 1251

## Comments

Cyclist label should read heavy vehicle

# King St and St David St Traffic Count Summary

Intersection: King St & St David St

Count Date: 8-Jun-2017

Municipality: Lindsay

North Approach Totals						North/South Total Approaches	South Approach Totals					
Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds		Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds
	Left	Thru	Right	Grand Total				Left	Thru	Right	Grand Total	
9:00:00	0	9	1	10	2	37	9:00:00	20	7	0	27	1
10:00:00	4	27	4	35	0	98	10:00:00	37	24	2	63	1
11:00:00	1	32	6	39	5	110	11:00:00	33	34	4	71	8
12:00:00	4	36	3	43	1	119	12:00:00	37	39	0	76	10
13:00:00	6	50	10	66	0	151	13:00:00	43	36	6	85	5
14:00:00	6	34	5	45	1	131	14:00:00	39	41	6	86	8
15:00:00	6	40	3	49	1	151	15:00:00	52	45	5	102	6
16:00:00	3	36	5	44	1	122	16:00:00	26	47	5	78	12
17:00:00	14	33	2	49	0	118	17:00:00	39	28	2	69	14
Totals:	44	297	39	380	11	1037		326	301	30	657	65
East Approach Totals						East/West Total Approaches	West Approach Totals					
Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds		Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds
	Left	Thru	Right	Grand Total				Left	Thru	Right	Grand Total	
9:00:00	2	16	4	22	1	54	9:00:00	2	17	13	32	9
10:00:00	1	24	4	29	0	95	10:00:00	3	38	25	66	10
11:00:00	3	35	4	42	4	110	11:00:00	5	37	26	68	8
12:00:00	8	45	4	57	2	154	12:00:00	2	66	29	97	7
13:00:00	2	43	6	51	2	156	13:00:00	4	73	28	105	6
14:00:00	0	50	4	54	1	150	14:00:00	5	57	34	96	10
15:00:00	2	70	7	79	7	183	15:00:00	7	61	36	104	26
16:00:00	2	52	1	55	7	166	16:00:00	5	61	45	111	49
17:00:00	0	21	3	24	1	121	17:00:00	3	54	40	97	30
Totals:	20	356	37	413	25	1189		36	464	276	776	155
Calculated Values for Traffic Crossing Major Street												
Hours Ending:	10:00	11:00	12:00	13:00			14:00	15:00	16:00	17:00		
Crossing Values:	78	80	89	107			97	136	132	117		



# King St and St David St

**Count Date:** 8-Jun-2017

**Intersection:** King St & St David St

**Municipality:** Lindsay

**Major Road:** King St

**Major Road Runs:** E/W one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

## Warrant #1: Minimum Vehicular Volumes.

### A. All Approaches.

**Not Satisfied**

No. of Lanes	Minimum Requirements					Hours Ending								Percentage Warrant
	1 Lane Each Way	2 Lanes Each Way	3 Lanes											
Flow Condition	1 Lane F. Flow (Code 1)	1 Lane R. Flow (Code 2)	2 Lane F. Flow (Code 3)	2 Lane R. Flow (Code 4)	or More R. Flow (Code 5)	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	
100%	480	720	600	900	1125	193	220	273	307	281	334	288	239	100%
80%	385	575	480	720	900									Yes: No: X
All Approaches	100% Fulfilled													0
	80% Fulfilled													0
	Actual % if Below 80%					40	46	57	64	59	70	60	50	445
											Total:			445
											Actual Average (Total/8):			56%

### B. Minor Street Both Approaches.

100%	120	170	120	170	170	98	110	119	151	131	151	122	118	100%	
80%	95	135	95	135	135									Yes:	X
Minor Street Both Approaches	100% Fulfilled								100	100	100	100		400	
	80% Fulfilled					80	80	80					80	320	
	Actual % if Below 80%													0	
											Total:			720	
											Actual Average (Total/8):			90%	

# King St and St David St

**Count Date:** 8-Jun-2017

**Intersection:** King St & St David St

**Municipality:** Lindsay

**Major Road:** King St

**Major Road Runs:** E/W one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

## Warrant #2: Delay to Cross Traffic.

### A. Major Street Both Approaches.

**Not Satisfied**

No. of Lanes	Minimum Requirements					Hours Ending									Percentage Warrant
	1 Lane Each Way		2 Lanes Each Way		3 Lanes										
Flow Condition	1 Lane F. Flow (Code 1)	1 Lane R. Flow (Code 2)	2 Lane F. Flow (Code 3)	2 Lane R. Flow (Code 4)	or More R. Flow (Code 5)	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00		
100%	480	720	600	900	1125	95	110	154	156	150	183	166	121	100%	
80%	385	575	480	720	900									Yes:	No:
All Approaches	100% Fulfilled													0	
	80% Fulfilled													0	
	Actual % if Below 80%					20	23	32	33	31	38	35	25	236	
											Total:			236	
											Actual Average (Total/8):			30%	

### B. Traffic Crossing Major Street.

100%	50	75	50	75	75	78	80	89	107	97	136	132	117	100%	
80%	40	60	40	60	60									Yes: X	No:
All Approaches	100% Fulfilled					100	100	100	100	100	100	100	100	800	
	80% Fulfilled													0	
	Actual % if Below 80%														0
											Total:		800		
											Actual Average (Total/8):		100%		

## King St and St David St

**Count Date:** 8-Jun-2017

**Intersection:** King St & St David St

**Municipality:** Lindsay

**Major Road:** King St

**Major Road Runs:** E/W one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

### Warrant #3: Accident Experience.

**Not Satisfied**

**A. Reportable accidents within a twelve month period averaged over 36 consecutive months susceptible to correction by a traffic signal.**

Minimum Requirements	Actual Number of Accidents	Average Number of Accidents	Fulfilled
5	4 in 3 years	1 per year	27%
<b>B. Adequate trial of less restrictive remedies has failed to reduce accident frequency.</b>			No
<b>C. Either Warrant 1 (Minimum Vehicular Volume) or Warrant 2 (Delay to Cross Traffic) satisfied 80% or more.</b>			No

### Warrant #4: Combination Warrant. (Used if no warrant satisfied 100%)

**Not Satisfied**

Minimum Requirements	Warrant Satisfied 80% or More	Fulfilled
Two Warrants Satisfied 80%	Warrant 1 (Minimum Vehicular Volume) Warrant 2 (Delay to Cross Traffic) Warrant 3 (Accident Experience)	No No No

**Conclusion: Traffic signal not warranted.**

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number ENG2017-013**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** 1, 2, 7, 13

**Subject:** Consolidated Speed Review on Various Roads

**Author Name and Title:** Joseph Kelly, Senior Engineering Tech

---

### **Recommendation(s):**

**RESOLVED THAT** Report ENG2017-013 **Consolidated Speed Review on Various Roads** be received;

**THAT** the speed limit of Hickory Beach Road from CKL Rd 30 to a point 500m north of North Bayou Rd be posted at 60 km/h;

**THAT** the speed limit of Hickory Beach Road from a point 500m north of North Bayou Rd to the south end be posted at 50 km/h;

**THAT** Edgewood Drive, Parkhill Drive, and Oakwood Drive have the Speed By-law match their posted speed of 50 km/h by moving their entries from Schedule "C" to Schedule "D" of By-law 2005-328;

**THAT** the speed limit of Laidlaw Drive from Balsam Lake Drive to a point 650m south be posted at 60 km/h;

**THAT** the speed limit of Laidlaw Drive from a point 650m south of Balsam Lake Drive to the south end be posted at 40 km/h;

**THAT** the speed limit of Raven Lake Road from South Mountain Road to the north end be posted at 50 km/h;

**THAT** the speed limit of North Bay Road from a point 1200m south of CKL Rd 48 to the west end be posted at 40 km/h;

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

**THAT** the speed limit of Kenhill Beach Road from Thurstonia Road to the east end be posted at 40 km/h;

**THAT** the necessary by-laws for the above recommendations be forwarded to Council for adoption;

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application/agreement/decision.

## **Background:**

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

### **CR2017-106**

**RESOLVED THAT** the petition received from W. Komossa regarding reducing the speed on Raven Lake Road to 50km, be received and referred back to staff for report back in Q2 of 2017.

This report address this direction as part of a wider scoped study due to petitions, complaints and safety concerns regarding shoreline roads and access roads to waterfront communities. Roads in the study include Raven Lake Road, Hickory Beach Road, North Bay Drive, Laidlaw Drive, and Kenhill Beach Road. Relevant petitions and comments can be seen in Appendix A. Staff have received correspondence both for and against the speed reduction on North Bay Drive.

## **Rationale:**

The trend in waterfront communities in Kawartha Lakes is active transportation. Residents are not content to sit and enjoy their views and would like to walk or cycle long distances in nature. Unfortunately with most waterfront communities that means walking on the one access road to the community which has traditionally been posted at 80 km/h or is unposted with the assumed limit of 80 km/h. Residents feel it is unsafe to walk or cycle along these roads which typically have narrow lane widths and little to no shoulders.

Speed limits should be studied and adjusted accordingly, as competing uses change with time. Staff performed a study to post the speed limit at such roads where demand has been raised. Other shoreline community access roads in Kawartha Lakes should remain as-is and similarly studied for reduced speeds as demand dictates.

### Hickory Beach Road

The section of Hickory Beach Road being considered and Laidlaw Drive in its entirety are similar roads as they are rural, low-medium volume hard top roads primarily used to access shoreline communities. These sections are predominately surrounded by vacant land. Motorists have no visual feedback by development to control their speeds and pedestrians/cyclists have no shoulders for separation.

### North Bay Drive and Kenhill Beach Road

North Bay Drive and Kenhill Beach Road are similar roads as they are rural, low volume hard top roads that front on shoreline developments. Both roads divide the properties which front on it. North Bay Drive is located on a Shoreline Road

allowance so residents would have to cross the road to access the water. On Kennhill Beach Road, residents would have to cross the road to access accessory structures.

### Raven Lake Road

Raven Lake Road is unique as it serves both as an access road to a shoreline community and it is built-up with dwellings itself.

Staff performed site investigations, speed studies and road risk audits under the Transportation Association of Canada's (TAC) "Guidelines for Establishing Posted Speed Limits" as part of CKL's formal speed reduction warrant process for all sections of roads. The TAC guide recommends a road risk method to determine appropriate speed limit according to road engineering characteristics, geometry, roadside environment, classification, land use, access/intersection density, and vulnerable road users.

Using the TAC Speed Guidelines:

### Hickory Beach Road

When considering the 1500m of Hickory Beach Road (from CKL Rd 30 to the 50 zone) the recommended speed limit is 60 km/h. Staff noted that the current 50 zone begins is on the other side of a blind hill which increases conflict potential with pedestrians, cyclists, and vehicles. It would be in the public's best interest to begin the 50 zone north of the hill. It was found that in the speed by-law the existing signed 50 zone is actually a 60 zone. It would be prudent to perform housekeeping on the by-law and change it to 50 for the entire community of Hickory Beach.

### Laidlaw Drive

When considering the 650m of Laidlaw Drive (from Balsam Lake Drive to near the built-up area) the recommended speed limit is 60 km/h. When considering the rest of Laidlaw Drive, it would be in keeping with best practices to use the urban requirements due to the rural subdivision nature of the land usage. As such the recommended speed limit of the remainder of Laidlaw Drive is 40 km/h.

### Raven Lake Road

When considering the 1300m of Raven Lake Road (from South Mountain Road to the north end) the recommended speed limit is 60 km/h. However, due to the large, rural subdivision style lots, it would be using good engineering judgment to further reduce the speed limit to 50 km/h.

### North Bay Drive

When considering the 2290m of North Bay Drive (from just before the curve to the west end) it would be in keeping with best practices to use the urban requirements due to the development density and the potential for pedestrian crossing every few metres for water lot access. As such the recommended speed limit is 40 km/h.

#### Kenhill Beach Road

When considering the 712m of Kenhill Beach Road (from Thurstonia Road to the east end) it would be in keeping with best practices to use the urban requirements due to the development density and the potential for pedestrian crossing every few metres for access to back lots. As such the recommended speed limit is 40 km/h.

Complete TAC speed limit forms can be seen in Appendix B.

**As a result of the justification review carried out by staff, it is recommended that the speed limit of Hickory Beach Road from CKL Rd 30 to a point 500m north of North Bayou Rd be posted at 60 km/h by way of an amendment to Schedule "C" (Highways with a Speed Limit of 60 km/h) of By-law 2005-328 (Speed By-law).**

**It is recommended that the speed limit of Hickory Beach Road from a point 500m north of North Bayou Rd to the south end be posted at 50 km/h by way at an amendment to Schedule "D" (Highways with A Speed Limit of 50 km/h) of By-law 2005-328.**

**It is recommended that Edgewood Drive, Parkhill Drive, and Oakwood Drive have the Speed By-law match their posted speed of 50 km/h by moving their entries from Schedule "C" to Schedule "D" of By-law 2005-328.**

**It is recommended that the speed limit of Laidlaw Drive from Balsam Lake Drive to a point 650m south be posted at 60 km/h by way of an amendment to Schedule "C" of By-law 2005-328.**

**It is recommended that the speed limit of Laidlaw Drive from a point 650m south of Balsam Lake Drive to the south end be posted at 40 km/h by way of an amendment to Schedule "E" (Highways with a Speed Limit of 40 km/h) of By-law 2005-328.**

**It is recommended that the speed limit of Raven Lake Road from South Mountain Road to the north end be posted at 50 km/h by way of an amendment to Schedule "D" of By-law 2005-328.**

**It is recommended that the speed limit of North Bay Road from a point 1200m south of CKL Rd 48 to the west end be posted at 40 km/h by way of an amendment to Schedule "D" and "E" of By-law 2005-328.**



**It is recommended that the speed limit of Kenhill Beach Road from Thurstonia Road to the east end be posted at 40 km/h by way of amendment to Schedule "E" of By-law 2005-328.**

### **Other Alternatives Considered:**

These roads could remain unposted/as-is due to their low volume. Posting a speed limit may have limited success and/or put undue burden on enforcement.

Should this alternative be chosen it is recommended that only the current 50 zone on Hickory Beach Road be extended by 150m north due to sightline deficiencies caused by a hill.

### **Financial/Operation Impacts:**

Cost of sign installation to bring By-law into effect.

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

Providing life safety and protection, while considering rural road use for pedestrians and cyclists enjoyment is a priority objective of the City under the Council Adopted Strategic Plan Goal of An Exceptional Quality of Life.

### **Consultations:**

No Consultations are mentioned

### **Attachments:**

Appendix A – Petitions and Comments



ENG2017-013 -  
Appendix A.pdf

Appendix B – TAC Speed Forms



ENG2017-013 -  
Appendix B.pdf

**Department Head E-Mail:** [jrojas@city.kawarthalakes.on.ca](mailto:jrojas@city.kawarthalakes.on.ca)

**Department Head:** Juan Rojas, Director of Engineering & Corporate Assets

**Department File:** Engineering

April 28, 2016

We the residents of Raven Lake Road would like to have the speed limit changed to 50Km at this Road, due to higher traffic and more Children walking on this Road specially in the summer time them going swimming in the Lake. The Danger is very high on the lower part of the Road towards the Lake due to a Hill situated there. It is impossible to see what s going on below or above the Hill.

# Raven Lake Road	Name	Signature
25	Bonnie Simpson	Bonnie Simpson
41	Ruth Downham	Ruth Downham
44	Jed Ruz	Jed Ruz
95	Tamm. Haxton	Tamm Haxton
#81	Stephen Sellers	Stephen Sellers
18	Mr. Schozy	Mr. Schozy
61	Jannat Hodge	Jannat Hodge
36	Teresa Pelland	T. Pelland
66	Simon Hillman	Simon Hillman
100	CHIEF EVANS	CHIEF EVANS
67	FRANK SOKOL	FRANK SOKOL
53	W. Komossa/Kharer	W. Komossa/Kharer
2 Ranchwood Trail		

**Hickory Beach Association**  
**hbassc@gmail.com**  
**www.hickorybeach.ca**

NOVEMBER 6, 2016

**Mayor Andy Letham and Members of Council**  
**City of Kawartha Lakes**

PO Box 696, 26 Francis St., Lindsay, Ontario, K9V 4W9

Dear Mayor Letham and Members of Council,

Please accept this letter and the attached petition concerning the roadways within the Hamlet of Hickory Beach.

The petition concerns itself with the condition of the roadways within the Hamlet of Hickory Beach and also the signage on these roadways. Ninety-four individuals have provided their signatures to this petition representing the combined occupants attached to 94 residences. Their combined concerns go well beyond the condition of the road surfaces but more importantly for the safety of those utilizing these community roadways.

The following signage is being requested to ensure the safe use of the roadways by pedestrians, cyclists and motorists:

1. A stop sign is required for cyclists and motorists traveling north bound on Hickory Beach Road from the beach area on Sturgeon Lake. Hickory Beach Road dead ends at Sturgeon Lake which is the location of the community beach recently established by Council in collaboration with the Community. When travelling northbound from the beach area motorists currently have the right-away at a three-way intersection consisting of Sandy Point Road, Edgewood Drive and Hickory Beach Road. Even though Sandy Point Road and Edgewood Drive have stop signs motorists intuitively assume there is a stop sign for motorists, cyclists and pedestrians coming from the dead end where the beach is located. This has resulted in a number of situations where young children on bicycles emerging from the beach area with the right-away have almost been hit by vehicles primarily travelling eastbound on Sandy Point Road. The Association and its membership are requesting a stop sign for motorists, cyclists and pedestrians travelling northbound on Hickory Beach Road from the beach area prior to entering the intersection with Sandy Point Road.
2. The Association and its membership are also requesting that a dead-end roadway sign be erected on Hickory Beach Road for motorists travelling southbound to alert motorists that Hickory Beach ends shortly after this at a public beach. Currently there is no indication that Hickory Beach Road ends or that a beach is located at the end of the Hickory Beach Road.
3. The third sign being requested is for southbound traffic on Hickory Beach Road immediately after they have passed Sandy Point Road alerting motorists that they are entering a beach

area and a caution to reduce speed or an actual speed reduction from 50 km/h to 15 km/h. Many residents walk and/or ride their bicycles down to the beach area with small children who are carrying water play toys and mothers with strollers. During peak times in the summer there can be up to 20-30 individuals (many are small children) at the beach and most walk or ride their bicycles due to the close proximity of the beach to the community. It is recommended that the speed be reduced to 15 km/h on Hickory Beach Road south of Sandy Point Road and motorists are alerted to the fact that this is a beach zone. Hickory Beach south of Sandy Point Road is approximately 500 feet long and consists of a gravel road surface and is primarily used for access to the Beach area by parents and their children living in the community.

### **RESURFACING OF SANDY POINT ROAD**

Sandy Point Road (1 km. long) runs east and west between Hickory Beach Road and Grey Road and is a major access route for local residents travelling to and from Fenelon Falls via Sturgeon Point Road. It is also used heavily in the summer by golfers going to the Sturgeon Point Golf Club, which is located on the south side of Sandy Point Road. Many children during the summer ride their bicycles on Sandy Point Road in the morning and afternoon when travelling to the Sturgeon Point Sailing Club for summer sailing classes. Many families with children and canine walk/run/cycle along Sandy Point Road especially during the summer months. The condition of the road surface (black-top) has deteriorated so badly that motorists are continuously swerving from one side of the road to the other to avoid the potholes. Even though the City has attempted with the best of intent to maintain the road by cold and hot patching the surface continues to noticeably deteriorate. The speed on Sandy Point Road was reduced to 50 km/h a few years hence due to the large number of adults and children traversing this roadway on foot and bicycles.

The mixing of motorists, attempting to avoid numerous potholes, and the many pedestrians and cyclists using Sandy Point Road is a recipe for a tragic ending. The community has lost a young boy on a bicycle to a roadway fatality approximately 4 years ago at the North Bayou and Hickory Beach Road resulting in a change of the speed on Hickory Beach Road just north of this intersection.

Mayor Letham please urge council to implement the noted changes prior to another tragic event occurring on one of our community roadways.

There are many other roadways within the Hamlet of Hickory Beach requiring some form of maintenance but the noted requests above are driven by safety concerns for our residents and their children.

Warm regards,

**Hickory Beach Association – President Greg Mills**

[millsbg@gmail.com](mailto:millsbg@gmail.com) (705 887 7990)

Cc: Councilor B. Junkin – CKL Ward 7, CKL Director Public Works - Bryan Robinson, CKL Roads Manager Eastern Area - Rodney Porter, CKL Technical Services – Joseph Kelly.

# Petition for Road 1

## Hamlet of Hickory

Petition summary and background	Condition of roadways within the Hamlet of Hickory E Pleasantview Drive, Pinewood and Cedarhurst. Sane until 2016 and was again deferred in 2016. This road condition of the road surface has deteriorated so badly creating an unsafe environment for pedestrians and crews to repair the potholes 2-3 times per season re: process.
Action petitioned for	We, the undersigned, are concerned citizens who un

Printed Name	Signature	Address
BETTY SIPPER	<i>Betty Sipper</i>	55 Soot
HENRY SIPPER	<i>Henry Sipper</i>	55 "
RENE LAVIGNE	<i>Rene Lavigne</i>	8 PARK
MJSUDO	<i>MJSUDO</i>	"
STUBBS POINT GOLF CLUB	<i>MJSUDO</i>	76 Golf Link
J. STEVENSON	<i>J. Stevenson</i>	12 North
B. STEVENSON	<i>B. Stevenson</i>	"
ARI BROWN	<i>Ari Brown</i>	417 Soul
BRADEN BROWN	<i>Braden Brown</i>	47 South

Petition to: The City of Kawartha Lakes

Public Works Department

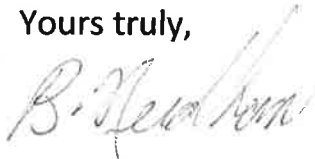
We the undersigned are petitioning the above organization as recommended  
by your staff for the following reason:

The placement of 50 kilometer an hour speed limit signs to be placed on  
Laidlaw Drive between Balsam Lake Drive and Centennial Drive.

The purpose of this request is to increase the safety within the community for  
both pedestrians and cyclists.

The attached document is the list of residents in agreement with this petition  
within the local community.

Yours truly,



Bert Needham

8 Mackenzie Place

Kirkfield Ontario

K0M 2B0

705-438-3520

bertneedham@xplornet.ca

PETITION FOR POSTED SPEED LIMIT SIGNS ON LAIDLAW DRIVE

29

~~ERRON~~ DIXON

e

Name	Mailing Address	Lot	Terralac Address	Telephone #	Signature	Date
DUTTO Chrstine & Alex	713094 1st Line C	1	3 Mackenzie	519-938-8850	<i>Christine Dutto</i>	30/7/2016
NESTIC, Roslin	22 Glendora Ave	2	1 Mackenzie	438-3628	<i>Roslin Nestic rnes@mgers.com</i>	
MUNRO, Helen	71 Hartnell Sq. Br	3	2 Mackenzie	438-1173		
FRANKRUYTER Colin & Jes	10 King St Mount	4	4 Mackenzie		<i>Frankrutter</i>	
GRANT Amanda & Matt Zult	6 Mackenzie Plac	5	6 Mackenzie	705-340-9447	<i>Matt Zult MATTZULTEK@gmail.com</i>	
NEEDHAM Bert & Earline	8 Mackenzie Kirkf	6	8 Mackenzie	705-438-3520	<i>Bert Needham bertneedham@xplornet</i>	30/7/2016
THOMSON, Judy	10 Mackenzie, Kirk	7	10 Mackenzie	438-8894	<i>Judy Thomson</i>	08/06/2016
DACOSTA, Adelino & Alda	142 Lady Karen C	8	3 Centennial	438-1169	<i>Adelino da Costa</i>	
TOOZE, John & Joanne	16 Mackenzie, Kir	9	16 Mackenzie	438-1377		
TEEL, Chris & Trina	18 Mackenzie, Kir	10	18 Mackenzie	438-5472	<i>Trina Teel trina@rdar</i>	30/7/2016
BERRY, Neil & Kelly	20 Mackenzie, Kir	11	20 Mackenzie	438-5034		
SERVOS, Lou	19 MacKenzie, Kir	12	19 Mackenzie	438-3836		
FLORES, Arlinda	16 Royal Crt. Brac	13	17 Mackenzie	905-775-5472		
GATTELLARO, Sebastian &	80 Tom Edwards	14	Mackenzie	905-723-0495		
ZEVNICK, Joe & Maria	5 Westhampton D	15	11 Mackenzie			
BABST, Emil & Ursula	15 Leacrest Rd. T	17	7 Mackenzie		<i>Emil Babst</i>	
ROBINSON, Trish & Mark	32 Dopp Cres. Br	19	5 Camelot	905-686-1870	<i>Mark Robinson</i>	
GARDNER, Shirley	37 Geraldton Cr. V	20	1 Camelot	438-3084		
EVEREST, Margaret	84 Samac Trail, C	22	2 Camelot	438-1547	<i>Margaret Everest</i>	23/08/16
O'SULLIVAN, Terry & Kathy	18 Garnett Dr. Aja	23	4 Camelot	438-5351	<i>Kathy O'Sullivan</i>	30/7/16
WILSON Mike & Jennifer	6 Camelot, Kirkfi	24	6 Camelot	705-341-4183	<i>Jennifer Wilson</i>	30/7/16
JENSEN, Bob & Joan	10 Camelot, Kirkfi	26	10 Camelot	438-5180	<i>Bob Jensen</i>	30/9/16
VALENTA Margarita	20 Maverick Cres	27	14 Camelot	416-473-6455	<i>Margarita Valente</i>	
SPARORO, Frank & Cettina	218 Savage Rd. N	28	19 Centennial	438-1224		
PIRES, Jack & Ernestina	1401 Ogden Ave.	29	18 Camelot	438-5672		
MADUREIRA Eduarda & Ro	78 Crendon Dr. E	30	20 Camelot	416-620-4440		
MARTINS Theresa	340 Ashton Dr. M	31	22 Camelot			
SABADIN, Erminio & Lilian	9 Butterfield Cres	32	21 Camelot	905-666-9954		
DUPUIS, Bev & Jerry	19 Camelot, Kirkf	33	19 Camelot	438-5098	<i>Bev Dupuis bdjd5098@gmail.com</i>	30/07/16
DeGROOT Steve & Dianne	8388 Dickenson F	34	11 Centennial	c 905-541-8343	<i>Steve DeGroot SDDEGROOT@SOURCECARLE.NET</i>	07/30/16



PETITION FOR POSTED SPEED LIMIT SIGNS ON LAIDLAW DRIVE

IDEIAS, Joe & Maria	1300 Mississauga	35	15 Camelot	438-3569	<i>[Signature]</i>	
CARECAS, Luisa & Richard	20 Ecclesfield, Dr	36	11 Camelot		<i>B. Si</i>	
VELDSTRA, Gord & Sylvia	47 Westlawn Dr.	34	7 Camelot	905-574-9769	<i>[Signature]</i> veldstra@sympatico.ca	
McALISTER, Leslie & Doug	35 McDonald Cou	39	100 Laidlaw	438-3681	<i>[Signature]</i> lmc-alister@live.ca	
FROGGATT, Al & Donna	1898 Fairport Rd	41	102 Laidlaw	438-5955	<i>[Signature]</i> affrogg@9@gmail.com 7/20/16	
FRANKEL, Allen & Francine	40 Rosemount Av	42	104 Laidlaw	438-5065		
PANTAROTTO Adriana	14 Gray Cres. Ric	43	99 Laidlaw	438-3461	<i>[Signature]</i> adripan2011@gmail.com	
KORSAK, Vera	37 Tamworth Rd.	44	97 Laidlaw	221-5115		
SAVINSKAIA Anton & Elene	471 Paliser Cres.	45	93 Laidlaw	416-636-7512		
ROMANICHIN Tony		46	34 Centennial			
<del>INCUBELLE Enzo &amp; Tina</del>	74 Laidlaw Kirkfie	47	74 Laidlaw		<i>[Signature]</i> ODETE CARVALHO O.Carvalho@hotmail.com	
GASS, Larry & Trudy	72 Jasper Ave, To	48	78 Laidlaw	438-5902	<i>[Signature]</i> Larry Gass l.gass@rogers.com	
STOLAREK, George & Joan	518 Arnhem Dr. C	49	82 Laidlaw			
PARADISO, Vince & Antoine	310 Coronation D	50	90 Laidlaw	438-1341		
SCOFIELD, Anne (Mike & S	35 McDonald Cou	51	92 Laidlaw	438-3248		
KHAZOV, Vladdimir & Gail	2560 Kingston Rd	52	96 Laidlaw		<i>[Signature]</i> gailkhazov@yahoo.ca	
LE-MESURIER, John & Hele	40 Centennial Kirk	53	40 Centennial	438-1896	<i>[Signature]</i> John Le-Mesurier	now Aug 1 2016
BAYES, Jack & Bonnie	10 Bexley Kirkfield	54	10 Bexley	438-8504	<i>[Signature]</i> B. Bayes	
DHILLON, Mandeep Singh Ripple		55	12 Bexley			
BROWN, Scott & Anne		56	14 Bexley	438-3893		
MILLAR, Al & Donna	423 Herrid Cir, Ne	57	16 Bexley	438-1831	<i>[Signature]</i>	
BANSAL, Daisy	2398 Car Lanne F	58	8 Bexley	438-8108		
BROWN, Gerald	27 Strike Ave. Bov	59	53 Centennial	438-8176	<i>[Signature]</i>	
Daniel Sheppard		60	47 Centennial			
KILPATRICK, Doug	75 Laidlaw, Kirkfie	61	75 Laidlaw	438-3808		
BROWN, Eric & Mary Joe	25 Houseman Cre	64	52 Centennial			



## Petition for Speed Reduction on North Bay Drive


We the undersigned property owners of North Bay Drive would like to petition the City of Kawartha Lakes to implement speed reduction measures along the shoreline section of North Bay Drive that intersects cottage/resident waterfront properties. The safety measures, as to be determined by the traffic study (currently underway), should include but not be limited to:

- Lowering the current speed limit of 50 km/hr to a maximum of 40km/hr
- Installing additional signage warning motorists of pedestrians/pets crossing the road
- Installing seasonal traffic calming speed bumps
- Designating the shoreline section of North Bay Drive a community safety

zone 1107		
<u>Street Number</u>	<u>Name</u>	<u>Signature</u>
1109	BRUCE & SHARON <sup>WILSON</sup>	Bruce Wilson
1111	JOAN & ALEX PORTER	J. Porter
1113	MIKE & JOSEY GARRIC	Mike Garric
1103	Joan & Ron Greenhead	Joan & Ron Greenhead
1099	Stephen & Linda Chapman	STEPHEN & LINDA CHAPMAN
1101	Chris & Kristen Diawoodie	Chris Diawoodie
1105	Jeff & Kelly Eml	
1119	Alison	
1071	DOUG & MARILYN DUNSTAN	
1067	Lynda Pullar	LLOYD KOLLAR
1059	NORM & CINDY RICHARDS	
1063	DAN JEFFERSON	
1117	Ron & Cindy O'NEILL	
1123	Fiona & John Arsenau	
1129	JOANNE & BILL	B. Wiffen

1133	Tim VAIK	Tim VAIK
1141	DOUG CROSS	Doug Cross
1121	LARICA & PETER HOUSTON	
1127	Isabell Witten	Isabell Witten
1146	DORRICK & CANDICE HOLCOM	

1148 Terry Bradimore  
 1097 PAUL SOULTANIS  
 1097 Andy Souttanis  
 1097 NADIA SOULTANIS  
 1061 BATA STOJICIC  
 1095 Neeraj Bakshi

July 23, 2017  


As a resident of north bay drive, I prefer that the speed limit stay at 50 km per hour.  
More signs should be posted to inform residents of the speed.

---

Hello Joe,

re: 40k petition. It was my belief that this speed limit would only apply to the area where the cottages were on the other side of the road from Balsam Lake not the full length of the road. I believe the new SLOW DOWN signs for the most part are being adhered to. So for these reasons I support leaving the 50K signs if a few more were added.

---

I have been a full time resident on North Bay Dr for just over 5 years. I fail to see what lowering the speed limit will accomplish. What I have noticed is that the vast majority of full time residents obey the speed limit. The speeders are invariably the seasonal cottagers and their children. Also some of the commercial vehicles especially Purolator do not obey the posted speed limit. So if the speed limit is lowered the residents will no doubt obey the limit but the speeders instead of driving 10 km over limit will drive 20 km over the limit.

---

Regarding the issue of the speed limit on North Bay Drive, I am in favour of leaving it at 50km/h but with the addition of more signs and a sign at the beginning at #48 hwy to indicate "Dead end and no admittance to the provincial park".

Forty km/h seems to slow for the Fall, Winter and Spring when population numbers go down dramatically.

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We recently learned that a petition was circulating among certain residents on North Bay Drive to ask for a speed limit change from 50 Km/hr to 40 Km/hr. Our understanding is that this would apply to the whole road from CR48 to Balsam Lake Provincial Park.

The organizer of the petition did not have the courtesy to inform all the residents on the road of the petition, or were we ever asked for our opinion.

We are very much opposed to this proposal. Canada is still a democracy. The will of the majority should prevail.

There is a 1Km section from CR48 to the curve where most of the residences then begin. There are only 4 households up to that point. We do not believe that the school bus, courier trucks, construction vehicles and residents who commute will ever adhere to the proposed speed on this section, and likely on the rest of the road, deadlines being what they are. Further, a lot of

residents are seasonal, summer only, leaving the rest of us with an unwelcome speed reduction for the other 9 months.

We think that the current efforts of the North Bay Drive Association working with you to get extra speed limit signs for the 50 Km/hr limit and a larger sign at the turn from CR48 advising there is a “No access to Provincial Park” to be the preferred approach. Extra North Bay Drive Association sourced “slow children playing” lawn signs, already posted, are having a noticeable positive effect, thus rendering the proposal for a speed reduction highly unnecessary.

Please take our wishes and those of the majority of the North Bay Drive Association members, to keep the speed limit at 50Km/hr as expressed at the 2016 Annual Meeting, into consideration when formulating your recommendation.

---

Dear Mr. Kelly:

I received an email from Dianne Smith, President of the North Bay Drive Association, regarding a petition that was submitted to you asking the City of Kawartha Lakes to lower the speed limit on North Bay Drive to 40 kph. I have not seen the petition, but would have signed it had I been here when it was circulated.

As a property owner and summer resident of this area for many decades (this property has been in our family since the 1930s), I strongly support the proposal to reduce the speed limit on North Bay Drive to 40 kph. As you may know, the majority of the residents on our street need to cross the road in order to access their lake front or to access the public road access down to the lake. As a result, children, dogs, and adults are walking back and forth across this road all day long. In addition to those crossing the road throughout the day, people ride bikes and go for walks up and down the road from morning to evening, and without sidewalks, a speed limit of 40 kph is best suited for that amount of pedestrian traffic.

Reducing the speed limit to 40 kph would be the most appropriate for these circumstances because it would then be compatible with the speed limit typical for other areas with heavy children’s pedestrian traffic, such as school zones. As you most likely are aware, drivers habitually exceed speed limits by at least 5 kph, which means that we have a situation with children crossing, walking, or riding their bikes on a street with vehicles often being driven at 55 kph. It is also the case that reducing the speed limit to 40 kph would not in any way delay the flow of traffic because North Bay Drive is a dead end. The safety of our children, grandchildren, and pets is important to us, and we feel that reducing the speed limit would be an effective way to enhance the well being of all who live in and visit this area.

I would be grateful if you could please respond at your earliest convenience to let me know when this issue will be brought forward to the City of Kawartha Lakes Council.



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Hickory Beach Road			
Segment Evaluated:	CKL Rd 30	to	50 Zone	
Geographic Region:	CKL			
Road Agency:				
Road Classification:	Local	Length of Corridor:	1,500	m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	89.3	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	2
A2	GEOMETRY (Vertical)	Lower	2
A3	AVERAGE LANE WIDTH	Medium	2
B	ROADSIDE HAZARDS	Medium	6
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Lower	3
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	Number of Occurrences	1
	STOP controlled intersection	1	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	0	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	Number of Occurrences	2
	Left turn movements permitted	5	
	Right-in / Right-out only	0	
E3	NUMBER OF INTERCHANGES	Number of Occurrences	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	1

Total Risk Score:

25

Recommended Posted  
Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:





# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Kenhill Beach Rd			
Segment Evaluated:	Thurstonia Rd	to	end	
Geographic Region:	CKL			
Road Agency:				
Road Classification:	Local	Length of Corridor:	712	m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)		km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)		km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Higher	6
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Higher	9
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Lower	1
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	Number of Occurrences	1
	STOP controlled intersection	1	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	0	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	Number of Occurrences	15
	Left turn movements permitted	35	
	Right-in / Right-out only	0	
E3	NUMBER OF INTERCHANGES	Number of Occurrences	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	3

Total Risk Score:

49

Recommended Posted  
Speed Limit (km/h):

As determined by road characteristics

40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

### Comments:

Appropriate to use urban requirements due to density and potential for pedestrian crossing throughout (to get to accessory structures)



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Laidlaw Dr, Sentennial Dr, Bexley Place			
Segment Evaluated:	a point 685 m south of Balsam Lake Dr	to	end	
Geographic Region:	CKL. Bexley			
Road Agency:				
Road Classification:	Local	Length of Corridor:	500	m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Divided	Current Posted Speed: (For information only)	50	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)		km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Higher	6
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Higher	9
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Lower	1
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	Number of Occurrences	2
	STOP controlled intersection	1	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	2	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	Number of Occurrences	11
	Left turn movements permitted	11	
	Right-in / Right-out only	0	
E3	NUMBER OF INTERCHANGES	Number of Occurrences	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Medium	6

Total Risk Score:

49

Recommended Posted  
Speed Limit (km/h):

As determined by road characteristics

40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

### Comments:

Appropriate to use urban requirements due to usage (rural subdivision, shoreline community)



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Laidlaw Dr			
Segment Evaluated:	Balsam Lake Dr	to	built up area	
Geographic Region:	CKL. Bexley			
Road Agency:				
Road Classification:	Local	Length of Corridor:	650	m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Divided	Current Posted Speed: (For information only)	50	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)		km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	2
A2	GEOMETRY (Vertical)	Lower	2
A3	AVERAGE LANE WIDTH	Higher	3
B	ROADSIDE HAZARDS	Higher	9
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Lower	3
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	Number of Occurrences	1
	STOP controlled intersection	1	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	0	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	Number of Occurrences	0
	Left turn movements permitted	0	
	Right-in / Right-out only	0	
E3	NUMBER OF INTERCHANGES	Number of Occurrences	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Medium	2

Total Risk Score:

28

Recommended Posted  
Speed Limit (km/h):

As determined by road characteristics

60

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

Comments:





# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	North Bay Drive			
Segment Evaluated:	Just before curve	to	end (park gate)	
Geographic Region:	CKL. Bexley			
Road Agency:				
Road Classification:	Local	Length of Corridor:	2,290	m
Urban / Rural:	Urban	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	50	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	54	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	1
A2	GEOMETRY (Vertical)	Lower	1
A3	AVERAGE LANE WIDTH	Higher	6
B	ROADSIDE HAZARDS	Higher	3
C1	PEDESTRIAN EXPOSURE	Higher	9
C2	CYCLIST EXPOSURE	Higher	9
D	PAVEMENT SURFACE	Lower	1
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	Number of Occurrences	1
	STOP controlled intersection	0	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	1	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	Number of Occurrences	12
	Left turn movements permitted	57	
	Right-in / Right-out only	0	
E3	NUMBER OF INTERCHANGES	Number of Occurrences	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	3

Total Risk Score:

46

Recommended Posted  
Speed Limit (km/h):

As determined by road characteristics

40

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

### Comments:

Appropriate to use urban requirements due to density and potential for pedestrian crossing throughout (to get to water)



# Automated Speed Limit Guidelines

## FORM A - Automated Speed Limit Guidelines Spreadsheet

Version:  
10-Apr-09

Name of Corridor:	Raven Lake Rd			
Segment Evaluated:	South Mountain Rd	to	North End	
Geographic Region:	CKL			
Road Agency:				
Road Classification:	Local	Length of Corridor:	1,300	m
Urban / Rural:	Rural	Design Speed: (Required for Freeway, Expressway, Highway)		km/h
Divided / Undivided:	Undivided	Current Posted Speed: (For information only)	80	km/h
Major / Minor:	Major	Prevailing Speed: (85th Percentile - for information only)	52.6	km/h
# Through Lanes Per Direction:	1 lane	Policy: (Maximum Posted Speed)		

		RISK	Score
A1	GEOMETRY (Horizontal)	Lower	2
A2	GEOMETRY (Vertical)	Higher	6
A3	AVERAGE LANE WIDTH	Higher	3
B	ROADSIDE HAZARDS	Higher	9
C1	PEDESTRIAN EXPOSURE	Higher	3
C2	CYCLIST EXPOSURE	Higher	3
D	PAVEMENT SURFACE	Higher	9
E1	NUMBER OF INTERSECTIONS WITH PUBLIC ROADS	Number of Occurrences	1
	STOP controlled intersection	1	
	Signalized intersection	0	
	Roundabout or traffic circle	0	
	Crosswalk	0	
	Active, at-grade railroad crossing	0	
	Sidestreet STOP-controlled or lane	1	
E2	NUMBER OF INTERSECTIONS WITH PRIVATE ACCESS DRIVEWAYS	Number of Occurrences	8
	Left turn movements permitted	20	
	Right-in / Right-out only	0	
E3	NUMBER OF INTERCHANGES	Number of Occurrences	0
	Number of interchanges along corridor	0	
F	ON-STREET PARKING	Lower	1

**Total Risk Score:**

45

**Recommended Posted Speed Limit (km/h):**

As determined by road characteristics

60

As determined by policy

The recommended posted speed limit may be checked against the prevailing speeds of the roadway and the road's safety performance.

**Comments:**

Built-up with large rural lots. For that reason staff recommends a 50 zone.

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number ENG2017-014**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

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**Ward Community Identifier:** 9, 11

**Subject:** Request for Traffic Control – Durham Street West and Adelaide Street South, Albert Street North and Pottinger Street

**Author Name and Title:** Joseph Kelly, Senior Engineering Tech

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### **Recommendation(s):**

**RESOLVED THAT** Report ENG2017-014 **Request for Traffic Control Durham Street West and Adelaide Street South, Albert Street North and Pottinger Street**, be received;

**THAT** an all-way stop be installed at the intersection of Durham Street West and Adelaide Street South;

**THAT** an all-way stop be installed at the intersection of Albert Street North and Pottinger Street;

**THAT** the necessary by-laws for the above recommendations be forwarded to Council for adoption;

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application/agreement/decision.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

Staff have received multiple requests for the installation of all-way stops and concerns for speeds and the general safety at the intersections of Durham Street West and Adelaide Street South and Albert Street North and Pottinger Street.

This report addresses those concerns.

## **Rationale:**

The Ontario Traffic Manual (OTM) has methods to determine if an all-way stop is warranted and does not recommend that stop controls be used as a speed control or traffic calming device.

The purpose of a stop sign is to control right-of-way conflicts. On two relatively equal roadways having similar traffic volume demand and operating characteristics an all-way stop control is an appropriate method to control right-of-way conflicts.

Staff performed all-way stop warrants and site investigations to determine if the installation of all-way stops is an appropriate action. As per the OTM, speed control was not a determining factor.

The intersections did not meet the minimum total volume warrants for all-way stops. It was found that cross traffic had roughly equal volumes at the Durham Street West, Adelaide Street South intersection (approximately 52/48 north-south/east-west split). The cross volume changes could be explained by recent development and changes in traffic patterns. In the case of the Albert Street/Pottinger Street intersection, the right of way was granted to the approaches which had only 44% of the traffic volume (Pottinger Street). Traffic count results can be seen in Appendix A and B. Minimum sightline requirements are met.

Motorists drive by feel it is clear to them when intersections feel "wrong". When equal volume and same class roads only have one stop control, or when the major road has the only stop control, driver confusion can magnify. Staff witnessed multiple instances of vehicles stopping at non-stop controlled approaches, waving cars through, non-compliance with the stops and vehicles creeping into the intersection instead of stopping. These behaviors reduce the credibility of the current stop controls and increase the potential for vehicle conflict. Although these intersections do not experience enough volume to trigger the warrant, it would be using good engineering judgment and in keeping with best practices to install all-way stops at equal volume, same class roads which generate high instances of driver confusion.

**As a result of the justification review carried out by staff, it is recommended that all-way stops be installed at the intersections of Durham Street West and Adelaide Street South, and Albert Street North and Pottinger Street.**

### **Other Alternatives Considered:**

Previous complaints regarding Durham Street West and Adelaide Street South resulted in the installation of oversized stop signs on Adelaide Street and a flashing overhead beacon to bring awareness to the stop. This has been effective in reducing collision rates at the intersection, but it is not recommended that the intersection remain as is due to changing traffic patterns.

The stop control at Pottinger Street could be moved to Albert Street instead of installing an all-way stop. However, the volume split is still close enough to 50/50 that this wouldn't solve all the problems regarding driver confusion.

### **Financial/Operation Impacts:**

Cost of signs to bring the By-law into effect.

Four new stop signs

Four temporary stop ahead warning signs with "new" sign above (should be in inventory from previous all-way stop installations)

Eight "ALL WAY" tabs

Plus Installation

$\$450 * 12 = \$5400$

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

The City's Strategic Plan outlines Council's Vision of a Vibrant and Growing Economy, Quality of Life and a Healthy Environment.

Providing life safety and protection is a priority objective of the City.

### **Consultations:**

No Consultations were mentioned

### **Attachments:**

Appendix A – Durham St. and Adelaide St. Traffic Count Results



ENG2017-014-  
Appendix A.pdf

## Appendix B – Albert St. and Pottinger St. Traffic Count Results



ENG2017-04-Append  
ix B.pdf

**Department Head E-Mail:** [irojas@city.kawarthalakes.on.ca](mailto:irojas@city.kawarthalakes.on.ca)

**Department Head:** Juan Rojas, Director of Engineering & Corporate Assets

**Department File:** Engineering

# Durham St W and Adelaide St S

## Morning Peak Diagram

### Specified Period

**From:** 8:00:00

**To:** 10:00:00

### One Hour Peak

**From:** 8:30:00

**To:** 9:30:00

**Municipality:** CKL

**Site #:** 0000000001

**Intersection:** Durham St W & Adelaide St S

**TFR File #:** 1

**Count date:** 15-Jun-2017

### Weather conditions:

Clear

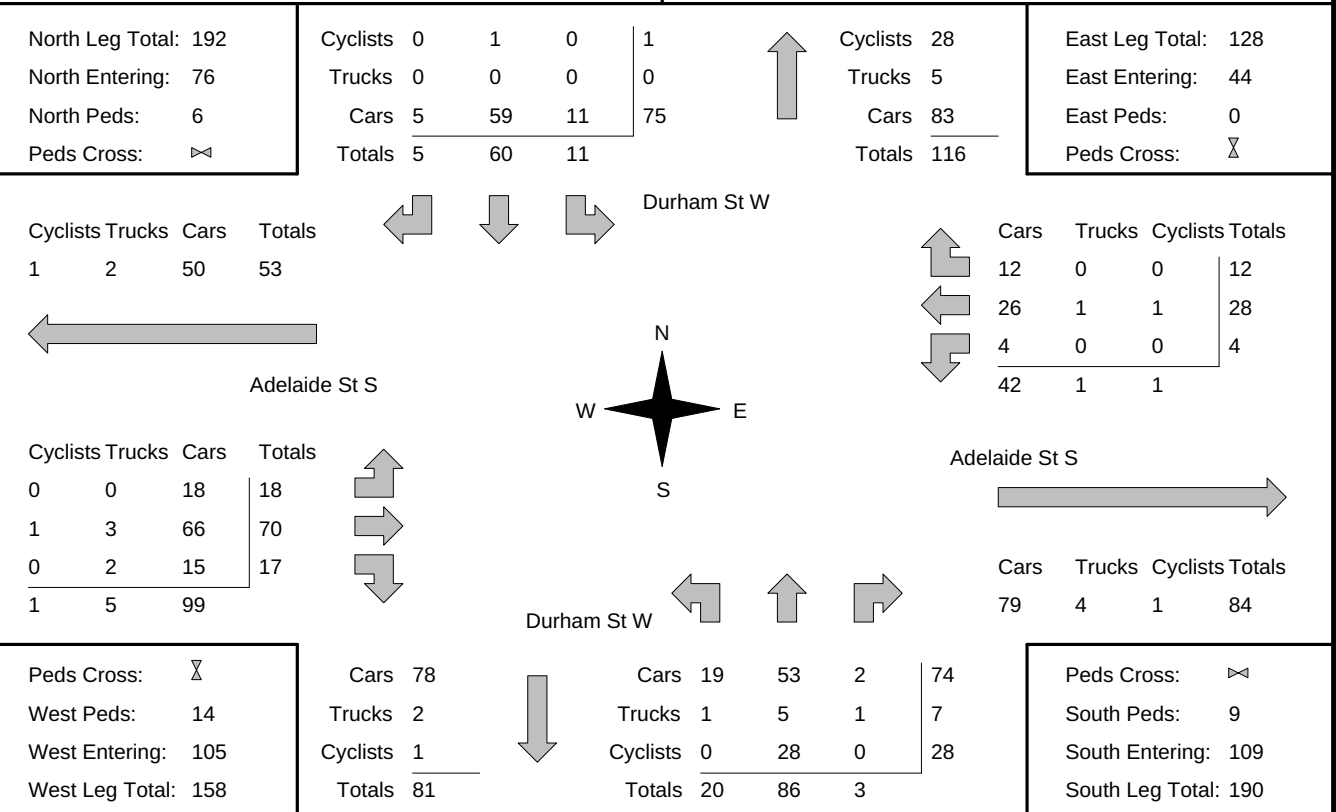
### Person(s) who counted:

Andrew Rowe

Joseph Kelly

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Durham St W runs N/S



### Comments

Counter not orientated correctly. Corrected by labeling  
Durham St as north/south

# Durham St W and Adelaide St S

## Mid-day Peak Diagram

### Specified Period

**From:** 11:00:00

**To:** 13:00:00

### One Hour Peak

**From:** 11:15:00

**To:** 12:15:00

**Municipality:** CKL

**Site #:** 0000000001

**Intersection:** Durham St W & Adelaide St S

**TFR File #:** 1

**Count date:** 15-Jun-2017

### Weather conditions:

Clear

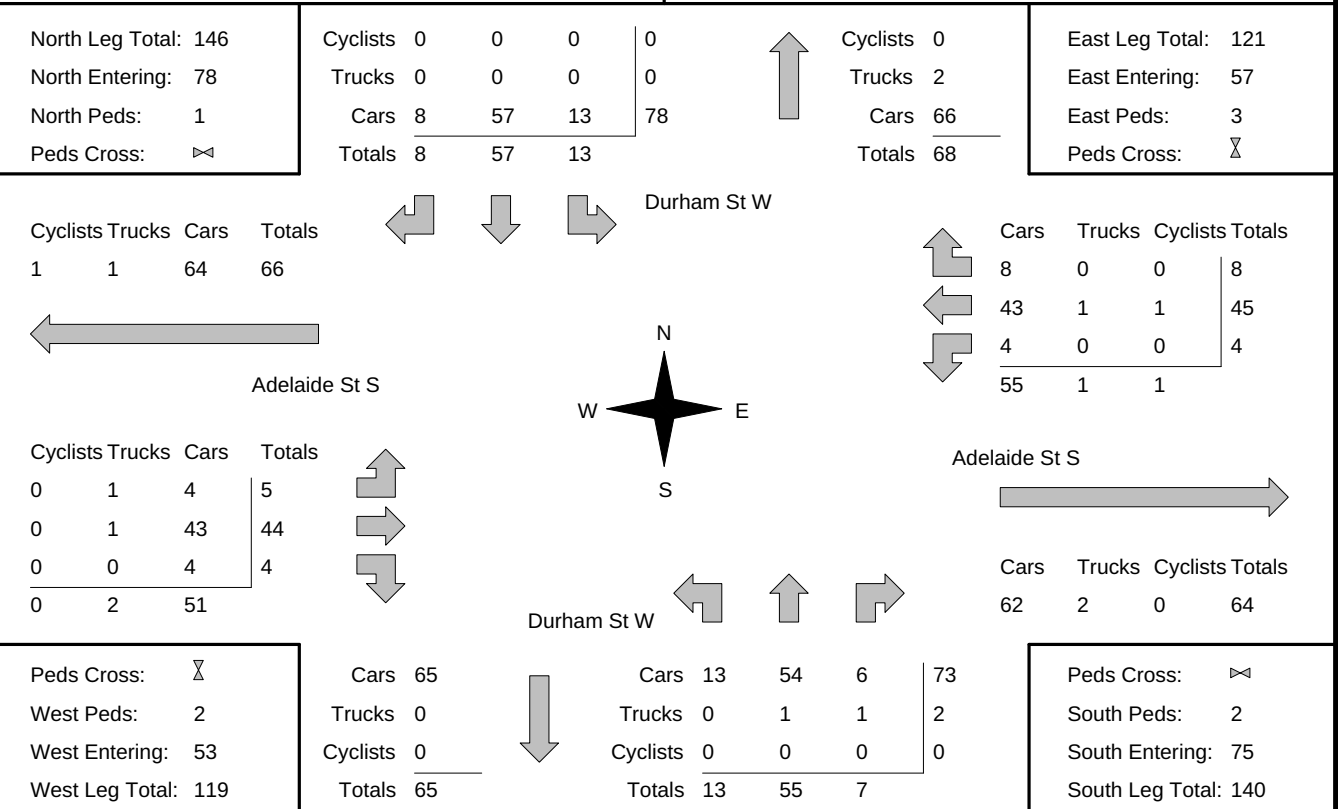
### Person(s) who counted:

Andrew Rowe

Joseph Kelly

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Durham St W runs N/S



### Comments

Counter not orientated correctly. Corrected by labeling Durham St as north/south



# Durham St W and Adelaide St S

## Afternoon Peak Diagram

### Specified Period

**From:** 14:00:00

**To:** 18:00:00

### One Hour Peak

**From:** 14:30:00

**To:** 15:30:00

**Municipality:** CKL

**Site #:** 0000000001

**Intersection:** Durham St W & Adelaide St S

**TFR File #:** 1

**Count date:** 15-Jun-2017

### Weather conditions:

Clear

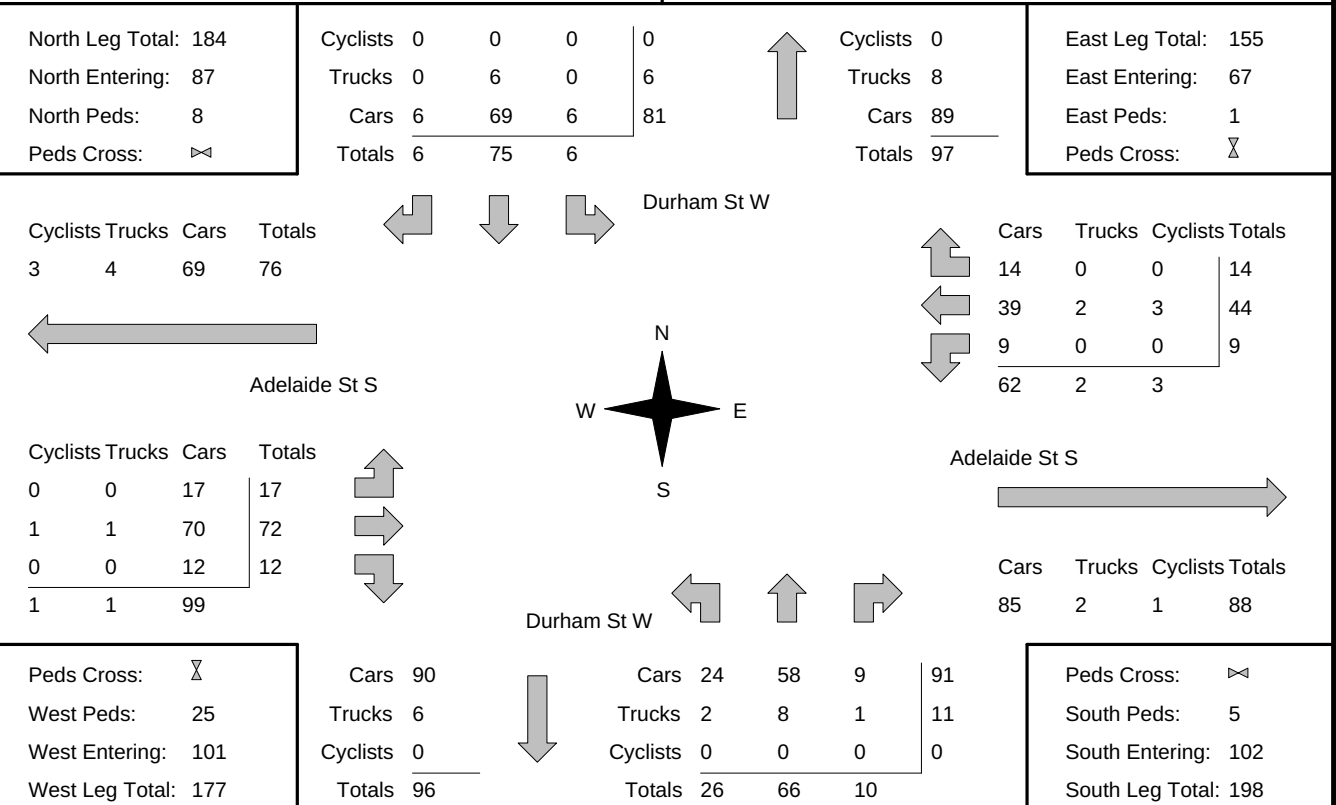
### Person(s) who counted:

Andrew Rowe

Joseph Kelly

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Durham St W runs N/S



### Comments

Counter not orientated correctly. Corrected by labeling  
Durham St as north/south

# Durham St W and Adelaide St S

## Eight Hour Peak Diagram

### Eight Hour Peak

**From:** 8:00:00

**To:** 16:00:00

**Municipality:** CKL

**Site #:** 0000000001

**Intersection:** Durham St W & Adelaide St S

**TFR File #:** 1

**Count date:** 15-Jun-2017

### Weather conditions:

Clear

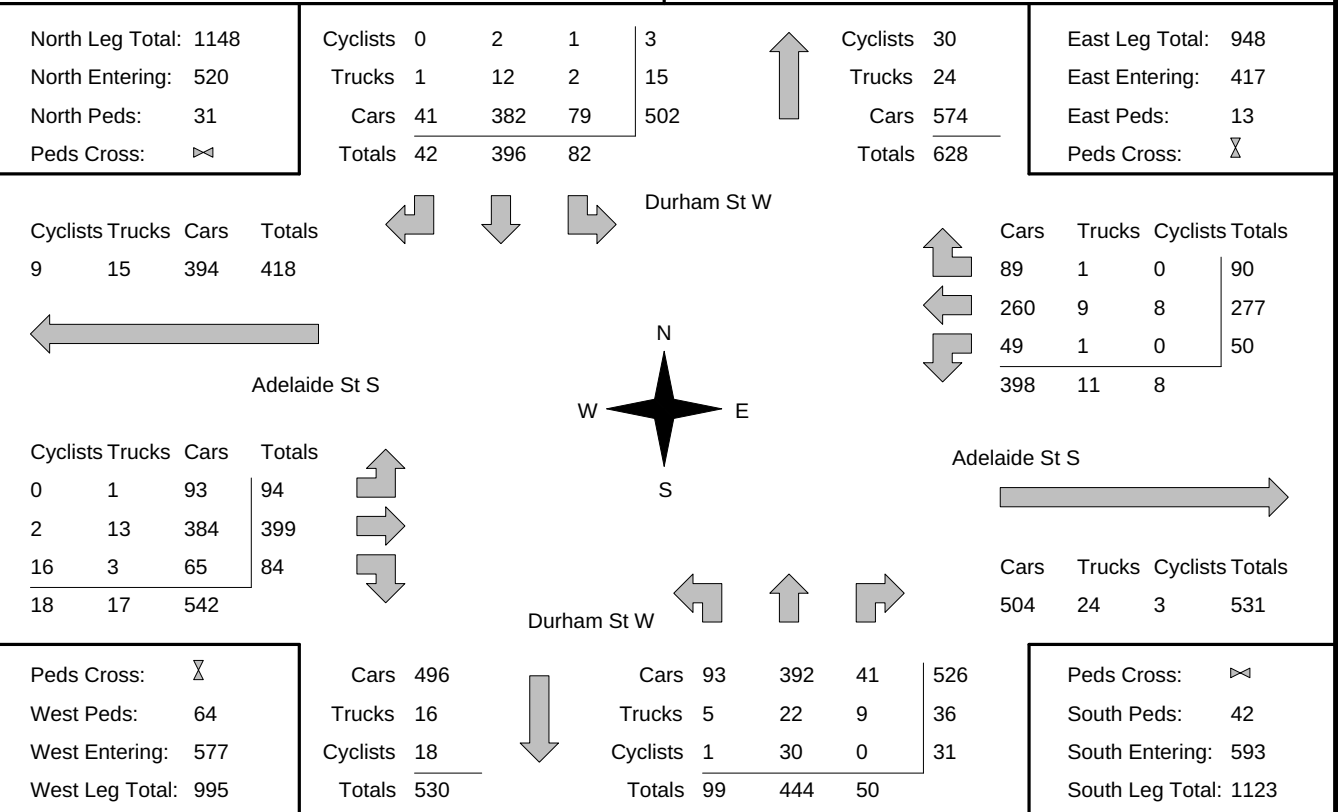
### Person(s) who counted:

Andrew Rowe

Joseph Kelly

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Durham St W runs N/S



### Comments

Counter not orientated correctly. Corrected by labeling  
Durham St as north/south

# Durham St W and Adelaide St S

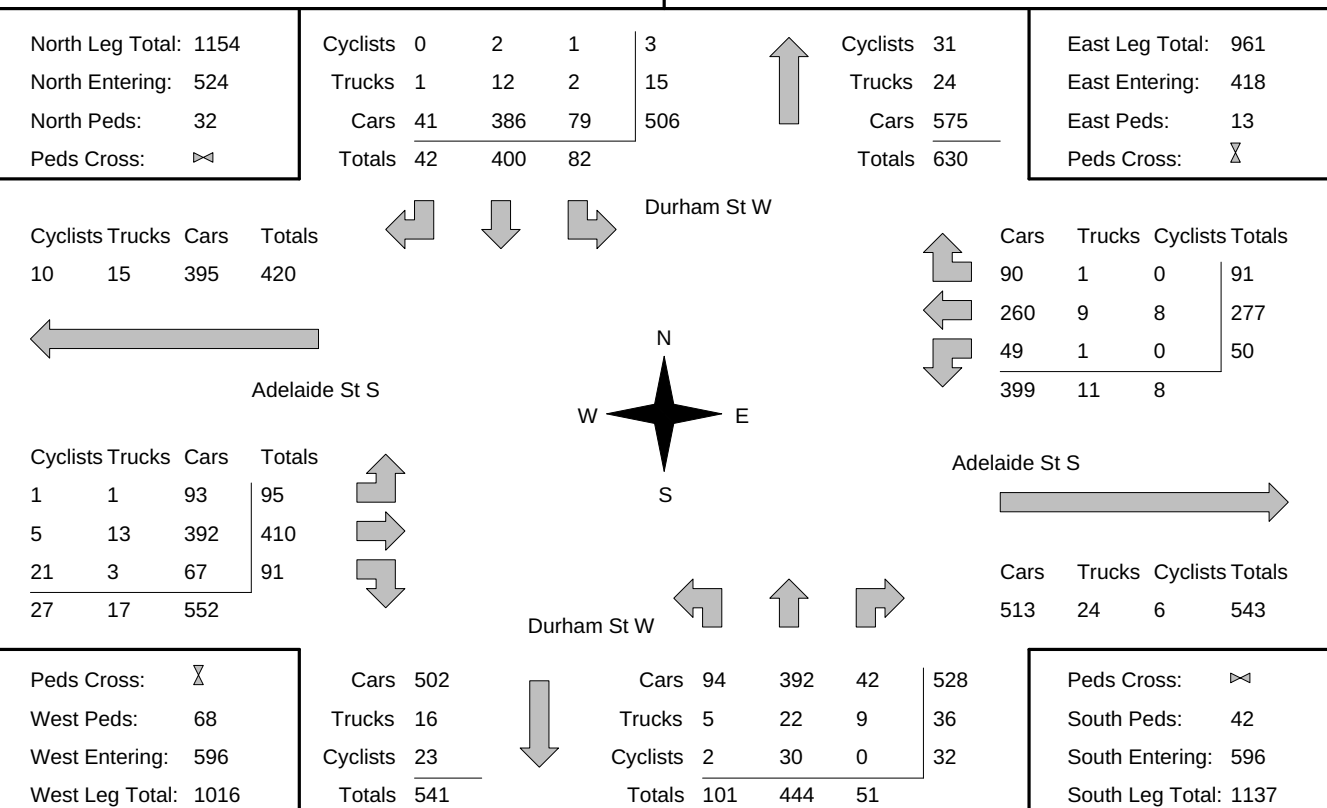
## Total Count Diagram

**Municipality:** CKL  
**Site #:** 0000000001  
**Intersection:** Durham St W & Adelaide St S  
**TFR File #:** 1  
**Count date:** 15-Jun-2017

**Weather conditions:**  
 Clear  
**Person(s) who counted:**  
 Andrew Rowe  
 Joseph Kelly

**\*\* Non-Signalized Intersection \*\***

**Major Road:** Durham St W runs N/S



## Comments

Counter not orientated correctly. Corrected by labeling  
 Durham St as north/south

# Durham St W and Adelaide St S

## Traffic Count Summary

Intersection: Durham St W & Adelaide St S

Count Date: 15-Jun-2017

Municipality: CKL

North Approach Totals						North/South Total Approaches	South Approach Totals					
Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds		Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds
	Left	Thru	Right	Grand Total				Left	Thru	Right	Grand Total	
9:00:00	8	58	7	73	7	143	9:00:00	14	52	4	70	3
10:00:00	9	30	3	42	2	126	10:00:00	15	66	3	84	6
11:00:00	20	48	3	71	5	138	11:00:00	13	51	3	67	4
12:00:00	13	53	8	74	2	142	12:00:00	10	51	7	68	5
13:00:00	8	51	5	64	2	133	13:00:00	7	59	3	69	3
14:00:00	7	45	3	55	0	112	14:00:00	6	41	10	57	11
15:00:00	9	50	8	67	5	144	15:00:00	13	56	8	77	4
16:00:00	8	61	5	74	8	175	16:00:00	21	68	12	101	6
17:00:00	0	4	0	4	1	7	17:00:00	2	0	1	3	0
18:00:00	0	0	0	0	0	0	18:00:00	0	0	0	0	0
19:00:00	0	0	0	0	0	0	19:00:00	0	0	0	0	0
20:00:00	0	0	0	0	0	0	20:00:00	0	0	0	0	0
21:00:00	0	0	0	0	0	0	21:00:00	0	0	0	0	0
22:00:00	0	0	0	0	0	0	22:00:00	0	0	0	0	0
23:00:00	0	0	0	0	0	0	23:00:00	0	0	0	0	0
0:00:00	0	0	0	0	0	0	0:00:00	0	0	0	0	0
Totals:	82	400	42	524	32	1120		101	444	51	596	42
East Approach Totals						East/West Total Approaches	West Approach Totals					
Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds		Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds
	Left	Thru	Right	Grand Total				Left	Thru	Right	Grand Total	
9:00:00	6	35	12	53	0	152	9:00:00	17	65	17	99	16
10:00:00	4	29	15	48	0	110	10:00:00	12	44	6	62	4
11:00:00	8	32	9	49	2	103	11:00:00	11	38	5	54	4
12:00:00	5	30	8	43	2	95	12:00:00	3	42	7	52	3
13:00:00	3	48	12	63	5	129	13:00:00	13	47	6	66	7
14:00:00	3	27	11	41	2	114	14:00:00	7	45	21	73	0
15:00:00	15	31	17	63	1	117	15:00:00	13	34	7	54	7
16:00:00	6	45	6	57	1	174	16:00:00	18	84	15	117	23
17:00:00	0	0	1	1	0	20	17:00:00	1	11	7	19	4
18:00:00	0	0	0	0	0	0	18:00:00	0	0	0	0	0
19:00:00	0	0	0	0	0	0	19:00:00	0	0	0	0	0
20:00:00	0	0	0	0	0	0	20:00:00	0	0	0	0	0
21:00:00	0	0	0	0	0	0	21:00:00	0	0	0	0	0
22:00:00	0	0	0	0	0	0	22:00:00	0	0	0	0	0
23:00:00	0	0	0	0	0	0	23:00:00	0	0	0	0	0
0:00:00	0	0	0	0	0	0	0:00:00	0	0	0	0	0
Totals:	50	277	91	418	13	1014		95	410	91	596	68
Calculated Values for Traffic Crossing Major Street												
Hours Ending:	9:00	10:00	11:00	12:00			13:00	14:00	15:00	16:00		
Crossing Values:	98	68	66	57			69	66	71	122		

# Durham St W and Adelaide St S

**Count Date:** 15-Jun-2017

**Intersection:** Durham St W & Adelaide St S

**Municipality:** CKL

**Major Road:** Durham St W

**Major Road Runs:** N/S one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

## Warrant #1: Minimum Vehicular Volumes.

### A. All Approaches.

**Not Satisfied**

No. of Lanes	Minimum Requirements					Hours Ending								Percentage Warrant	
	1 Lane Each Way		2 Lanes Each Way		3 Lanes										
Flow Condition	1 Lane F. Flow (Code 1)	1 Lane R. Flow (Code 2)	2 Lane F. Flow (Code 3)	2 Lane R. Flow (Code 4)	or More R. Flow (Code 5)	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00		
100%	480	720	600	900	1125	295	236	241	237	262	226	261	349	100%	
80%	385	575	480	720	900									Yes: No: X	
All Approaches	100% Fulfilled													0	
	80% Fulfilled													0	
	Actual % if Below 80%					61	49	50	49	55	47	54	73	439	
											Total:			439	
											Actual Average (Total/8):			55%	

### B. Minor Street Both Approaches.

100%	120	170	120	170	170	152	110	103	95	129	114	117	174	100%	
80%	95	135	95	135	135									Yes:	X
Minor Street Both Approaches	100% Fulfilled					100				100			100	300	
	80% Fulfilled						80	80	80		80	80		400	
	Actual % if Below 80%													0	
											Total:		700		
											Actual Average (Total/8):		88%		

# Durham St W and Adelaide St S

**Count Date:** 15-Jun-2017

**Intersection:** Durham St W & Adelaide St S

**Municipality:** CKL

**Major Road:** Durham St W

**Major Road Runs:** N/S one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

## Warrant #2: Delay to Cross Traffic.

### A. Major Street Both Approaches.

**Not Satisfied**

No. of Lanes	Minimum Requirements					Hours Ending								Percentage Warrant	
	1 Lane Each Way		2 Lanes Each Way		3 Lanes										
Flow Condition	1 Lane F. Flow (Code 1)	1 Lane R. Flow (Code 2)	2 Lane F. Flow (Code 3)	2 Lane R. Flow (Code 4)	or More R. Flow (Code 5)	9:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	Percentage Warrant	
100%	480	720	600	900	1125	143	126	138	142	133	112	144	175	100%	
80%	385	575	480	720	900									Yes: X No:	
All Approaches	100% Fulfilled													0	
	80% Fulfilled													0	
	Actual % if Below 80%					30	26	29	30	28	23	30	36	232	
											Total:			232	
											Actual Average (Total/8):			29%	

### B. Traffic Crossing Major Street.

100%	50	75	50	75	75	98	68	66	57	69	66	71	122	100%	
80%	40	60	40	60	60									Yes: X	No:
All Approaches	100% Fulfilled					100	100	100	100	100	100	100	100	800	
	80% Fulfilled													0	
	Actual % if Below 80%														0
											Total:			800	
											Actual Average (Total/8):			100%	

## ***Durham St W and Adelaide St S***

**Count Date:** 15-Jun-2017

**Intersection:** Durham St W & Adelaide St S

**Municipality:** CKL

**Major Road:** Durham St W

**Major Road Runs:** N/S one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

### **Warrant #3: Accident Experience.**

**Not Satisfied**

**A. Reportable accidents within a twelve month period averaged over 36 consecutive months susceptible to correction by a traffic signal.**

Minimum Requirements	Actual Number of Accidents	Average Number of Accidents	Fulfilled
5	3 in 3 years	1 per year	20%

**B. Adequate trial of less restrictive remedies has failed to reduce accident frequency.**

No

**C. Either Warrant 1 (Minimum Vehicular Volume) or Warrant 2 (Delay to Cross Traffic) satisfied 80% or more.**

No

### **Warrant #4: Combination Warrant. (Used if no warrant satisfied 100%)**

**Not Satisfied**

Minimum Requirements	Warrant Satisfied 80% or More	Fulfilled
Two Warrants Satisfied 80%	Warrant 1 (Minimum Vehicular Volume) Warrant 2 (Delay to Cross Traffic) Warrant 3 (Accident Experience)	No No No

**Conclusion: Traffic signal not warranted.**

# Albert St N and Pottinger St

## Morning Peak Diagram

### Specified Period

**From:** 6:00:00

**To:** 9:00:00

### One Hour Peak

**From:** 9:45:00

**To:** 10:45:00

**Municipality:** CKL

**Site #:** 0000000001

**Intersection:** Albert St N & Pottinger

**TFR File #:** 1

**Count date:** 28-Jun-2017

### Weather conditions:

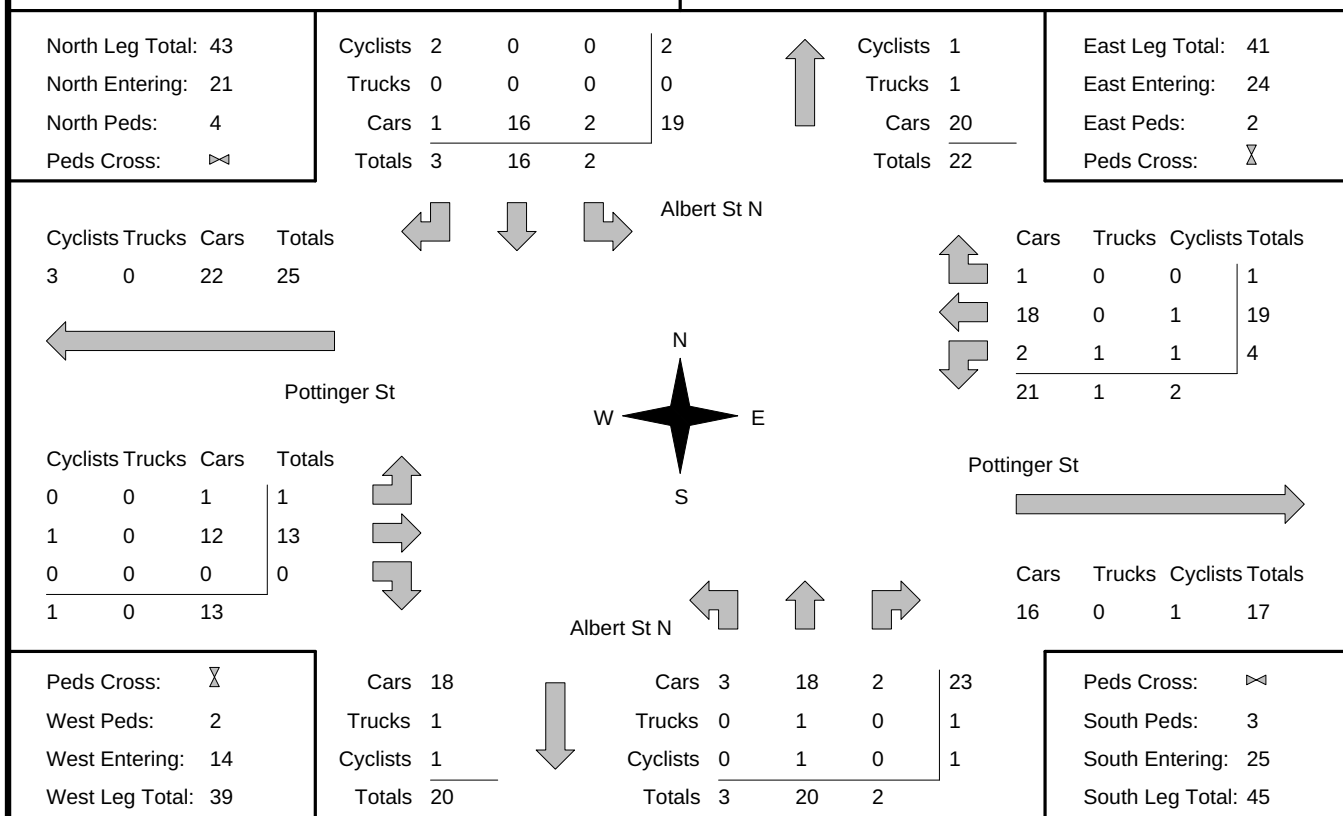
Clear

### Person(s) who counted:

Andrew Rowe

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Albert St N runs N/S



## Comments

Albert is major road but is currently stop controlled.

Pottinger is through.



# Albert St N and Pottinger St

## Mid-day Peak Diagram

### Specified Period

**From:** 11:00:00

**To:** 13:00:00

### One Hour Peak

**From:** 11:45:00

**To:** 12:45:00

**Municipality:** CKL

**Site #:** 0000000001

**Intersection:** Albert St N & Pottinger

**TFR File #:** 1

**Count date:** 28-Jun-2017

### Weather conditions:

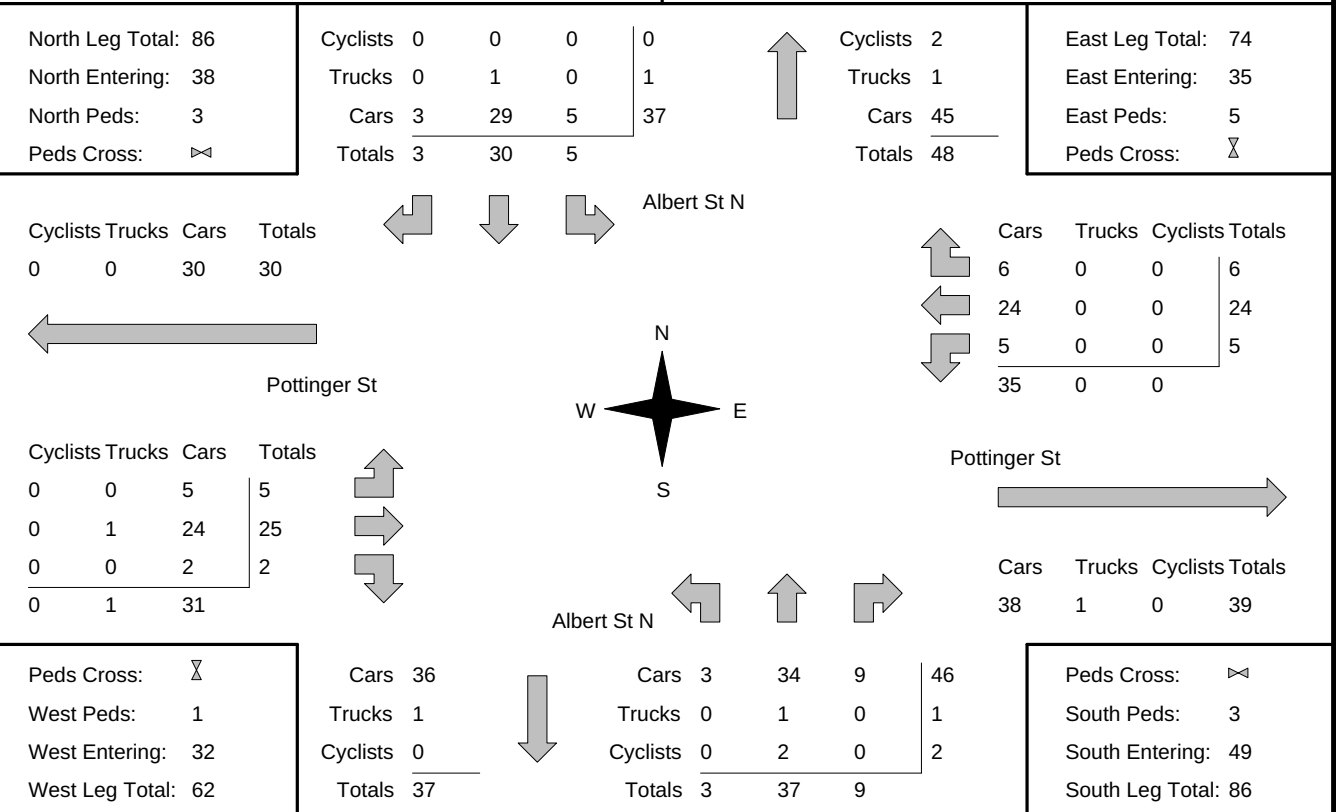
Clear

### Person(s) who counted:

Andrew Rowe

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Albert St N runs N/S



## Comments

Albert is major road but is currently stop controlled.

Pottinger is through.

# Albert St N and Pottinger St

## Afternoon Peak Diagram

### Specified Period

**From:** 14:00:00

**To:** 18:00:00

### One Hour Peak

**From:** 14:30:00

**To:** 15:30:00

**Municipality:** CKL

**Site #:** 0000000001

**Intersection:** Albert St N & Pottinger

**TFR File #:** 1

**Count date:** 28-Jun-2017

### Weather conditions:

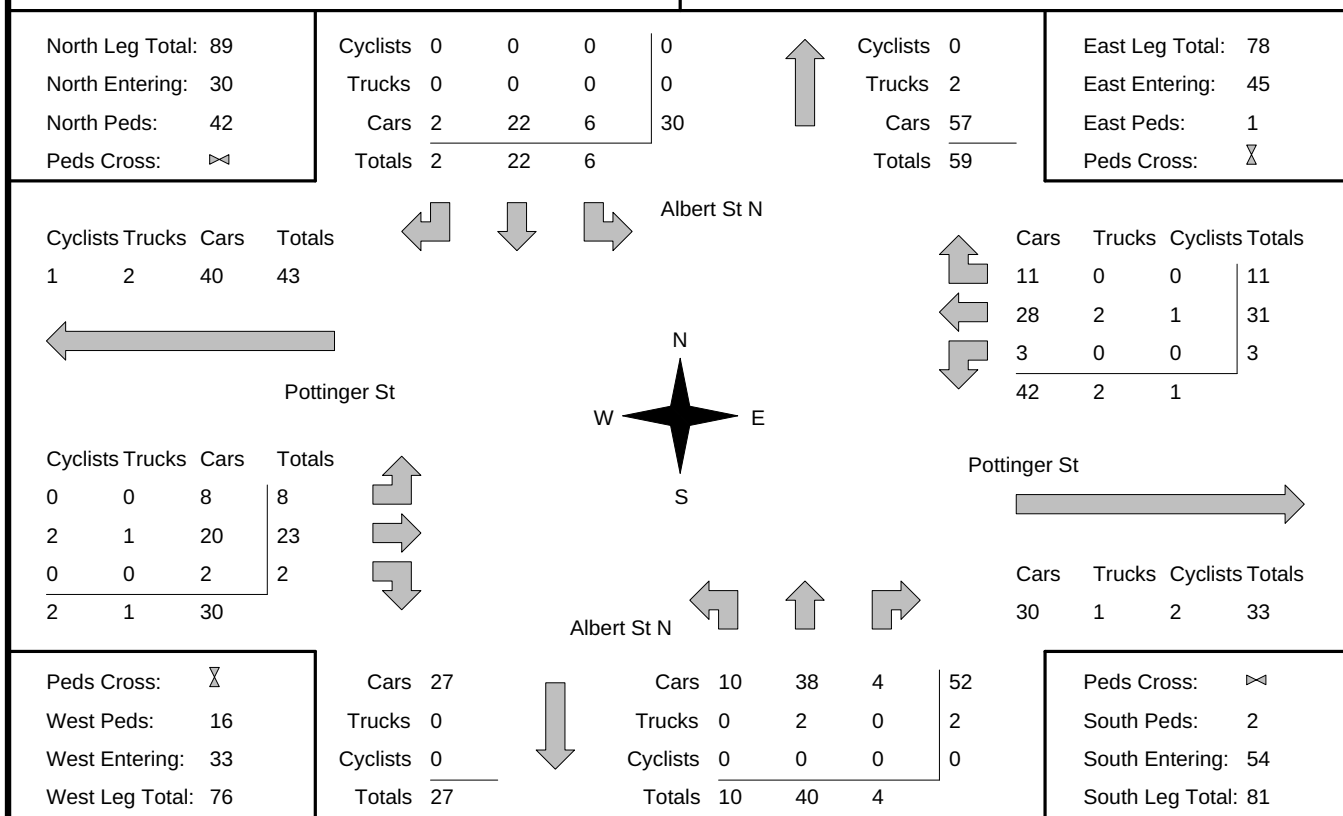
Clear

### Person(s) who counted:

Andrew Rowe

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Albert St N runs N/S



## Comments

Albert is major road but is currently stop controlled.

Pottinger is through.

# Albert St N and Pottinger St

## Eight Hour Peak Diagram

### Eight Hour Peak

From: 9:45:00

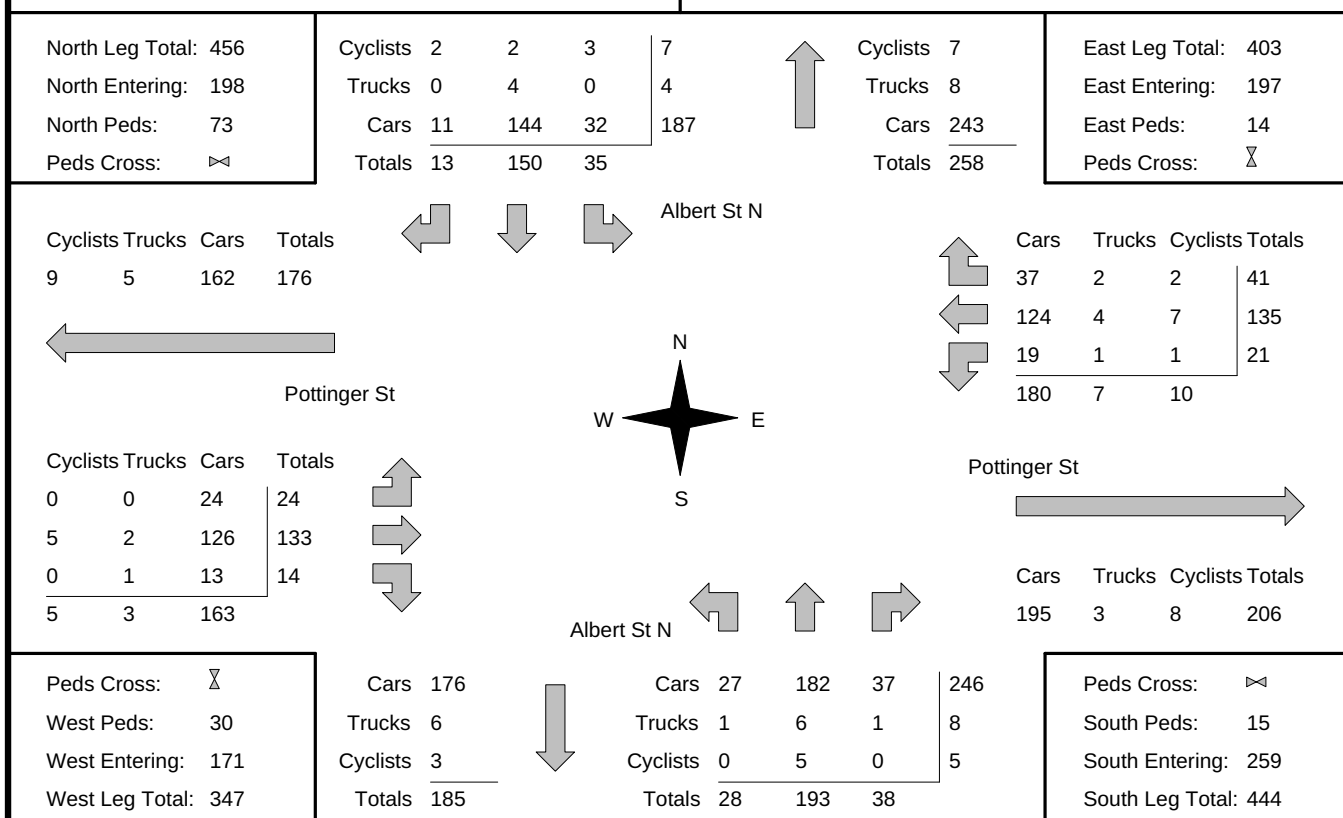
To: 16:41:32

**Municipality:** CKL  
**Site #:** 0000000001  
**Intersection:** Albert St N & Pottinger  
**TFR File #:** 1  
**Count date:** 28-Jun-2017

**Weather conditions:**  
 Clear  
**Person(s) who counted:**  
 Andrew Rowe

### \*\* Non-Signalized Intersection \*\*

**Major Road:** Albert St N runs N/S



### Comments

Albert is major road but is currently stop controlled.  
 Pottinger is through.

# Albert St N and Pottinger St

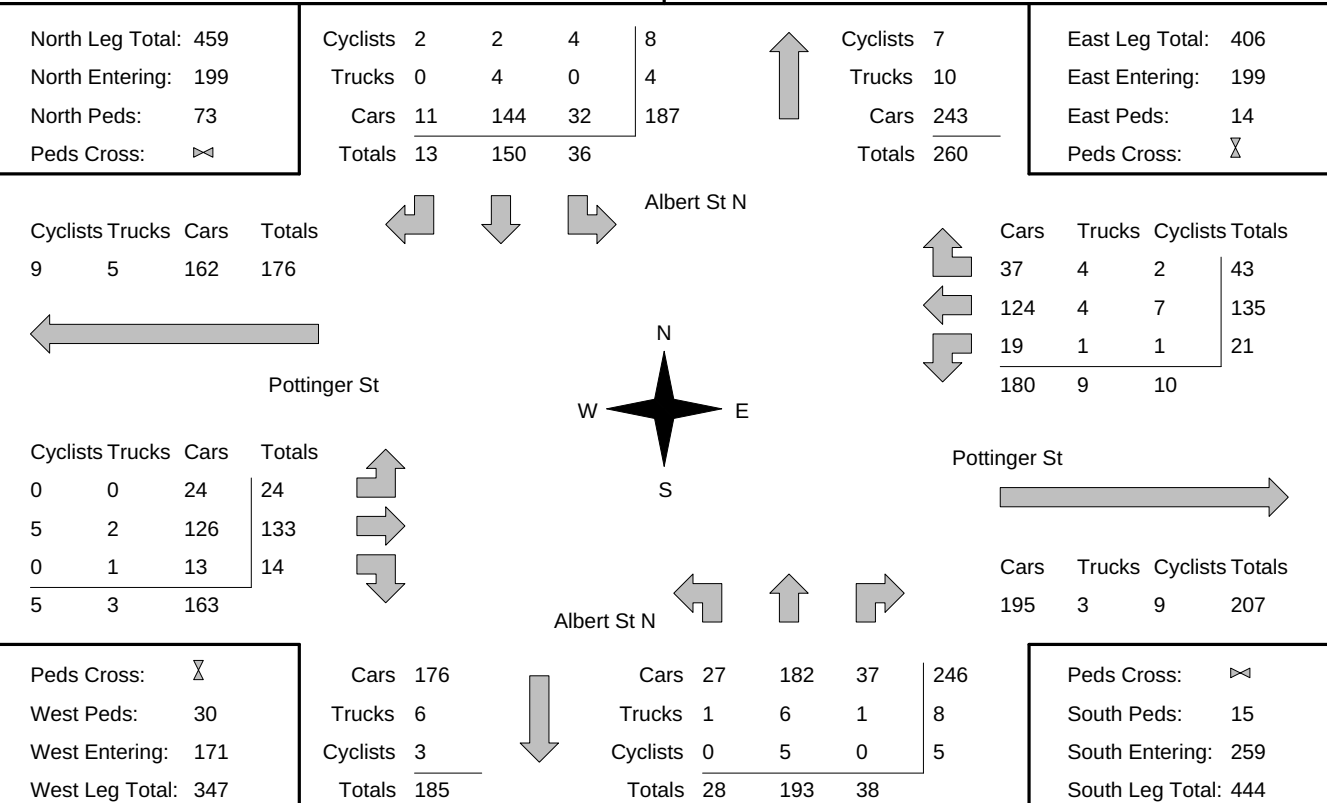
## Total Count Diagram

**Municipality:** CKL  
**Site #:** 0000000001  
**Intersection:** Albert St N & Pottinger  
**TFR File #:** 1  
**Count date:** 28-Jun-2017

**Weather conditions:**  
 Clear  
**Person(s) who counted:**  
 Andrew Rowe

**\*\* Non-Signalized Intersection \*\***

**Major Road:** Albert St N runs N/S



# Albert St N and Pottinger St Traffic Count Summary

Intersection: Albert St N & Pottinger

Count Date: 28-Jun-2017

Municipality: CKL

North Approach Totals						North/South Total Approaches	South Approach Totals					
Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds		Hour Ending	Includes Cars, Trucks, & Cyclists				Total Peds
	Left	Thru	Right	Grand Total				Left	Thru	Right	Grand Total	
10:00:00	0	3	0	3	0	8	10:00:00	0	5	0	5	0
11:00:00	3	23	3	29	7	59	11:00:00	3	21	6	30	4
12:00:00	3	27	2	32	6	69	12:00:00	3	29	5	37	1
13:00:00	10	30	2	42	6	88	13:00:00	5	31	10	46	3
14:00:00	3	16	1	20	2	50	14:00:00	2	20	8	30	3
15:00:00	3	25	3	31	7	74	15:00:00	8	32	3	43	4
16:00:00	11	17	0	28	43	77	16:00:00	7	36	6	49	0

# Albert St N and Pottinger St

**Count Date:** 28-Jun-2017

**Intersection:** Albert St N & Pottinger

**Municipality:** CKL

**Major Road:** Albert St N

**Major Road Runs:** N/S one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

## Warrant #1: Minimum Vehicular Volumes.

### A. All Approaches.

**Not Satisfied**

No. of Lanes	Minimum Requirements					Hours Ending								Percentage Warrant
	1 Lane Each Way		2 Lanes Each Way		3 Lanes									
Flow Condition	1 Lane F. Flow (Code 1)	1 Lane R. Flow (Code 2)	2 Lane F. Flow (Code 3)	2 Lane R. Flow (Code 4)	or More R. Flow (Code 5)	0:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	
100%	480	720	600	900	1125	0	16	96	117	154	97	126	157	100%
80%	385	575	480	720	900									Yes: No: X
All Approaches	100% Fulfilled													0
	80% Fulfilled													0
	Actual % if Below 80%					0	3	20	24	32	20	26	33	159
											Total:		159	
											Actual Average (Total/8):		20%	

### B. Minor Street Both Approaches.

100%	120	170	120	170	170	0	8	37	48	66	47	52	80	100%
80%	95	135	95	135	135									Yes: No: X
Minor Street Both Approaches	100% Fulfilled													0
	80% Fulfilled													0
	Actual % if Below 80%					0	7	31	40	55	39	43	67	282
											Total:		282	
											Actual Average (Total/8):		35%	

# Albert St N and Pottinger St

**Count Date:** 28-Jun-2017

**Intersection:** Albert St N & Pottinger

**Municipality:** CKL

**Major Road:** Albert St N

**Major Road Runs:** N/S one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

## Warrant #2: Delay to Cross Traffic.

### A. Major Street Both Approaches.

**Not Satisfied**

No. of Lanes	Minimum Requirements					Hours Ending								Percentage Warrant
	1 Lane Each Way		2 Lanes Each Way		3 Lanes									
Flow Condition	1 Lane F. Flow (Code 1)	1 Lane R. Flow (Code 2)	2 Lane F. Flow (Code 3)	2 Lane R. Flow (Code 4)	or More R. Flow (Code 5)	0:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	
100%	480	720	600	900	1125	0	8	59	69	88	50	74	77	100%
80%	385	575	480	720	900									Yes: No: X
All Approaches	100% Fulfilled													0
	80% Fulfilled													0
	Actual % if Below 80%					0	2	12	14	18	10	15	16	89
											Total:		89	
											Actual Average (Total/8):		11%	

### B. Traffic Crossing Major Street.

100%	50	75	50	75	75	0	5	32	36	43	27	40	85	100%
80%	40	60	40	60	60									Yes: No: X
All Approa- ches	100% Fulfilled												100	100
	80% Fulfilled									80		80		160
	Actual % if Below 80%					0	10	64	72		54			200
											Total:			460
											Actual Average (Total/8):			57%

## ***Albert St N and Pottinger St***

**Count Date:** 28-Jun-2017

**Intersection:** Albert St N & Pottinger

**Municipality:** CKL

**Major Road:** Albert St N

**Major Road Runs:** N/S one lane each way

**Operating Speed of Major Road:** 50 km/hr

**Operating under free flow conditions**

### **Warrant #3: Accident Experience.**

**Not Satisfied**

**A. Reportable accidents within a twelve month period averaged over 36 consecutive months susceptible to correction by a traffic signal.**

Minimum Requirements	Actual Number of Accidents	Average Number of Accidents	Fulfilled
5	3 in 3 years	1 per year	20%

**B. Adequate trial of less restrictive remedies has failed to reduce accident frequency.**

No

**C. Either Warrant 1 (Minimum Vehicular Volume) or Warrant 2 (Delay to Cross Traffic) satisfied 80% or more.**

No

### **Warrant #4: Combination Warrant. (Used if no warrant satisfied 100%)**

**Not Satisfied**

Minimum Requirements	Warrant Satisfied 80% or More	Fulfilled
Two Warrants Satisfied 80%	Warrant 1 (Minimum Vehicular Volume) Warrant 2 (Delay to Cross Traffic) Warrant 3 (Accident Experience)	No No No

**Conclusion: Traffic signal not warranted.**



# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number ENG2017-015**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier: 7**

**Subject: Request for Traffic Control – Sturgeon Point Road and Golf Links Road**

**Author Name and Title: Joseph Kelly, Senior Engineering Tech**

---

### **Recommendation(s):**

**RESOLVED THAT** Report ENG2017-015 **Request for Traffic Control – Sturgeon Point Road and Golf Links Road** be received;

**THAT;** the existing 40 km/h zone on Sturgeon Point Road be extended to a point 100 metres north of Golf Links Road.

**THAT** the necessary by-laws for the above recommendations be forwarded to Council for adoption;

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application/agreement/decision.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

At the Council Meeting of July 11, 2017 Council received the following correspondence:

### **CC2017-20.10.1.1**

Andy Letham, Mayor  
Memorandum  
All Way Stop - Sturgeon Point Road and Golf Links Road

**RESOLVED THAT** the memorandum from Mayor Letham dated July 11, 2017 regarding an all way stop request at Sturgeon Point Road and Golf Links Road, be received.

This report addresses that correspondence which can be seen in Appendix A.

## **Rationale:**

The Ontario Traffic Manual (OTM) has methods to determine if an all-way stop is warranted and does not recommend that stop controls be used as a speed control or traffic calming device.

Staff performed site investigations to determine if the installation of an all-way stop is an appropriate action. Staff found that volume and collision warrants would not be met and that sightlines were sufficient for the posted speed of 40 km/h.

Staff has determined that due to a hill near Golf Links Road and the proximity of the 40 zone to the intersection, it would be appropriate to extend the 40 zone northward. Staff recommends the north limit of the 40 km/h zone be extended to a point 100m north of Golf Links Road rather than the current sign placement of 10m.

**As a result of the justification review carried out by staff, it is recommended that the speed limit of Sturgeon Point Road from a point 100m north of Golf Links Road to Lake Avenue be 40km/h by way of an amendment to Schedule E (Highway with a Speed Limit of 40 km/h) of By-law 2005-328 (Speed by-law).**

## **Other Alternatives Considered:**

Would be the installation of an all wall stop at this intersection , however as described in the Appendix A it is not warranted and the traffic spilt at this intersection is not sufficiently close to being even.

## **Financial/Operation Impacts:**

There will be an operating cost to move the signs to bring the By-law into effect.

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

The City's Strategic Plan outlines Council's Vision of a Vibrant and Growing Economy, Quality of Life and a Healthy Environment.

Providing life safety and protection is a priority objective of the City.

## **Consultations:**

There are no consultation provided

## **Attachments:**

Appendix A – Memo to Council



ENG2017-015-  
Appendix A.pdf

**Department Head E-Mail:** [irojas@city.kawarthalakes.on.ca](mailto:irojas@city.kawarthalakes.on.ca)

**Department Head:** Juan Rojas, Director of Engineering & Corporate Assets

**Department File:** Engineering



## Memo

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**To: Members of Council**

**From: Mayor Letham**

**Date: July 11, 2017**

**Subject: All Way Stop Request at Sturgeon Point Road and Golf Links Road**

---

### **Background**

Due to concerns brought forward from local residents of Sturgeon Point Road and Golf Links Road, they are requesting that Council consider a 3 way stop sign at this intersection. This memo addresses that request.

Staff performed a study for a 3 way stop sign and results show it is not warranted at this time. Results are attached.

### **Recommendation To Council**

**RESOLVED THAT** the memorandum from Mayor Letham dated July 11, 2017 regarding an all way stop request at Sturgeon Point Road & Golf Links Road be received.



Appendix A.docx

## **Appendix A**

Memo from Mayor Letham, July 11, 2017

### **Request for an All Way Stop Request**

The all-way stop request on Sturgeon Pt Rd and Golf Links Rd that was forwarded to you from Council is in a 40 km/h speed zone. According to TAC guidelines the minimum stopping sight distance is 40m, the minimum decision sight distance is 100 m, and the desirable decision sight distance is 160m. These guidelines provide some flexibility based on the complexity field conditions and road uses.

The departure sight distance for the stopped vehicle in a 40 zone is 90m.

As you can see in the pics below, sightlines are around 110m. With the nature of the community and cars coming off a posted 80 zone, the minimum stopping sight distance of 40m is met but not appropriate, however, the minimum decision sight distance of 100m is met.

The departure sight distance is met.

I have found no collisions in our database.



At Golf Links stop control, facing south showing Tech in orange visible 110m south in lane.





On Sturgeon Point Rd facing north showing Tech in orange visible 110m north at Golf Links Rd intersection.

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number HS2017-004**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** All

**Subject:** Victoria Manor Management Agreement Extension

**Author Name and Title:** Rod Sutherland, Director of Human Services

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### **Recommendation(s):**

**RESOLVED THAT** Report HS2017-004, **Victoria Manor Management Agreement Extension**, be received;

**THAT** the Amending Agreement between the Corporation of the City of Kawartha Lakes and Sienna Senior Living Inc. extending the term of the Victoria Manor Management Agreement to November 30, 2017, substantially in the form of Appendix A to Report HS2017-006, be approved subject to any required approval by the Ministry of Health and Long Term Care; and

**THAT** the Mayor and City Clerk be authorized to execute any documents and agreements required by the approval of this Letter.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_



## **Background:**

On March 21, 2017 Council received report HS2017-002, Victoria Manor Extension of Management Agreement, and passed resolution CR2017-230 as follows:

**RESOLVED THAT** Report HS2017-002, **Victoria Manor Further Extension of Management Agreement**, be received;  
**THAT** the Amending Agreement between the Corporation of the City of Kawartha Lakes and Sienna Senior Living Inc. extending the term of the Victoria Manor Management Agreement to August 31, 2017, substantially in the form of Appendix B to Report HS2017-002, be approved subject to any required approval by the Ministry of Health and Long Term Care; and  
**THAT** the Mayor and City Clerk be authorized to execute any documents and agreements required by the approval of this Letter.

## **Rationale:**

The review of the existing Agreement has been continuing, however, it is not complete. The legal review by both parties is nearing completion; however, to ensure agreement of both parties, further time is required.

Staff will work toward completing the review as soon as possible, with a goal of bringing the final recommendation forward in September 2017. The extension to November should ensure no further extensions are required. The agreement to extend the agreement to November 30, 2017 is attached substantially in the form of Appendix A.

## **Other Alternatives Considered:**

Further extending the current agreement maintains all aspects of the agreement until a new agreement or amendment is completed. Pending the final recommendations from the completed review, no other alternatives are recommended.

## **Financial/Operation Impacts:**

All costs associated with the management agreement are included in the City's approved 2017 Operating Budget.

## **Consultations:**

City Solicitor  
Sienna Senior Living Inc.

## **Attachments:**

Appendix A: Amending Agreement Letter



Appendix A  
HS2017-004.docx

**Department Head E-Mail: [rsutherland@kawarthalakes.ca](mailto:rsutherland@kawarthalakes.ca)**

**Department Head: Rod Sutherland**

## Appendix A to Report HS2017-004

### Amending Agreement

Between **The Corporation of The City of Kawartha Lakes**  
(hereinafter referred to as the "Owner")  
And

**The Royale Development GP Corporation as a general partner of  
The Royale Development LP**  
(hereinafter referred to as the "Manager")  
(collectively, the "Parties")

**Whereas** the Owner and the Manager entered into a Long Term Care Home Management Agreement (the "Agreement") for Victoria Manor Home for the Aged as approved by the Ontario Ministry of Health and Long Term Care on July 3, 2012;

**And Whereas** the Owner and the Manager, on or about March 21, 2017, executed an extension of the Term of the Agreement to August 31, 2017;

**And Whereas** the Owner and the Manager are, on or about the date hereof, in the process of negotiating a new agreement between them;

**And Whereas** the Owner and the Manager wish to extend the term of the Agreement for an additional five month period to allow the Parties additional time to negotiate the terms of a new agreement between them;

**And Whereas** Article 11.15 of the Agreement states that the Agreement shall be subject to amendment only in writing signed by the parties;

**Therefore**, for good and valuable consideration as hereby acknowledged, the Parties hereby agree to amend the Agreement as follows:

1. The Term of the Agreement is hereby extended to November 30, 2017 and all other terms and conditions set out in the Agreement shall continue to remain in effect.

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 2017

For the Owner:

For the Manager:

\_\_\_\_\_  
Per:

\_\_\_\_\_  
Per:

\_\_\_\_\_  
Per:

\_\_\_\_\_  
Per:

"I/we have authority to execute Pursuant  
to section 6.04 of Signing  
Authority By-law 2016-009"

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PLAN2017-054**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** Ward 3

**Subject:** A By-law to Deem Lots 20 and 21, Registered Plan 184, geographic Township of Somerville, being 26 Birch Glen Drive (Collings)

**Author:** David Harding, Planner I

---

### **Recommendations:**

**RESOLVED THAT** Report PLAN2017-054, “Collings – D30-17-004”, be received;

**THAT** a Deeming By-law respecting Lots 20 and 21, Registered Plan 184, substantially in the form attached as Appendix “C” to Report PLAN2017-054, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute and documents required by the approval of this application.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

Proposal:	To deem Lots 20 and 21, Registered Plan 184, not to be lots within a registered plan of subdivision. See Appendices “A” and “B” attached.
Owners:	William and Deborah Collings
Applicant:	TD Consulting – Tom deBoer
Official Plan:	“Waterfront” – City of Kawartha Lakes Official Plan
Zone:	“Limited Service Residential (LSR) Zone” – Township of Somerville Zoning By-law Number 78-45
Site Servicing:	Private individual on-site sewage system and lake-based water supply.
Existing Use:	Shoreline Residential
Adjacent Uses:	North, South: Shoreline Residential East: Forest West: Four Mile Lake

## **Rationale:**

Please refer to Appendices “A”, “B” and “C”. The owners are proposing to build an addition to the existing dwelling and construct a cabin. The construction required variances. As a result of the review of the variance application, it was determined that the existing and proposed construction spans both Lot 20 and 21. On July 20, 2017, the Committee of Adjustment granted variances to permit the proposed construction, and required the adoption of a Deeming By-law as one of its conditions of approval. The owners of Lots 20 and 21 have requested that Council pass a Deeming By-law to effect the consolidation of these two lots. The deeming by-law will bring the existing and proposed development into conformity with the applicable zone provisions.

Adoption and subsequent registration of this Deeming By-law will consolidate Lots 20 and 21 into one larger lot so they cannot be sold separately. The legal description will remain the same: Lots 20 and 21, Registered Plan 184.

## **Other Alternatives Considered:**

There are no other alternatives considered that are appropriate or represent good planning. The Deeming By-law is the appropriate method to legally consolidate the owners’ land.

## **Financial/Operation Impacts:**

The cost of registering the By-law is included in the application fee. There are no financial implications for the City.

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

The City's Strategic Plan outlines Council's vision for the municipality. The vision consists of three main Strategic Goals: that of a vibrant and growing economy, an exceptional quality of life, and a healthy environment.

This application aligns with the quality of life and healthy environment priorities by creating a property with a larger building envelope to support the existing residence and on-site servicing, and by reducing the total number residential lots along the shoreline.

## **Conclusion:**

The consolidation of the two lots will create one larger lot. As a result, the proposed and existing construction will no longer cross a lot line, bringing the development into conformity with the applicable zone provisions. Planning staff do not anticipate any negative impacts as a result of the consolidation.

## **Attachments:**

### **Appendix A – Location Map**



PLAN2017-054  
Appendix A.pdf

### **Appendix B – Applicant Sketch**



PLAN2017-054  
Appendix B.pdf

### **Appendix C – Draft Deeming By-law**



PLAN2017-054  
Appendix C.pdf

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**Phone:** 705-324-9411 extension 1206

**E-Mail:** dharding@kawarthalakes.ca

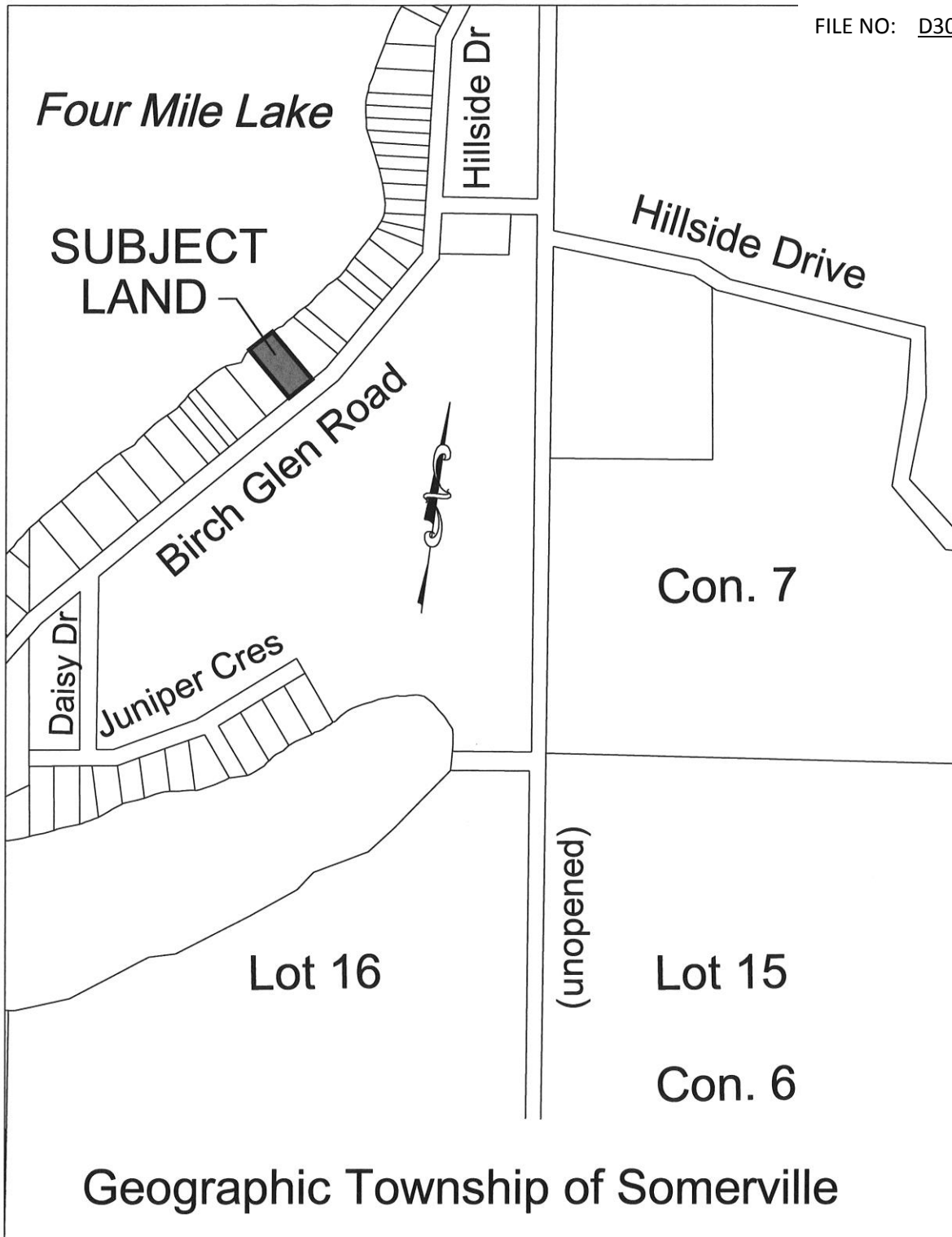
**Department Head:** Chris Marshall

**Department File:** D30-17-004

to

REPORT PLAN2017-054

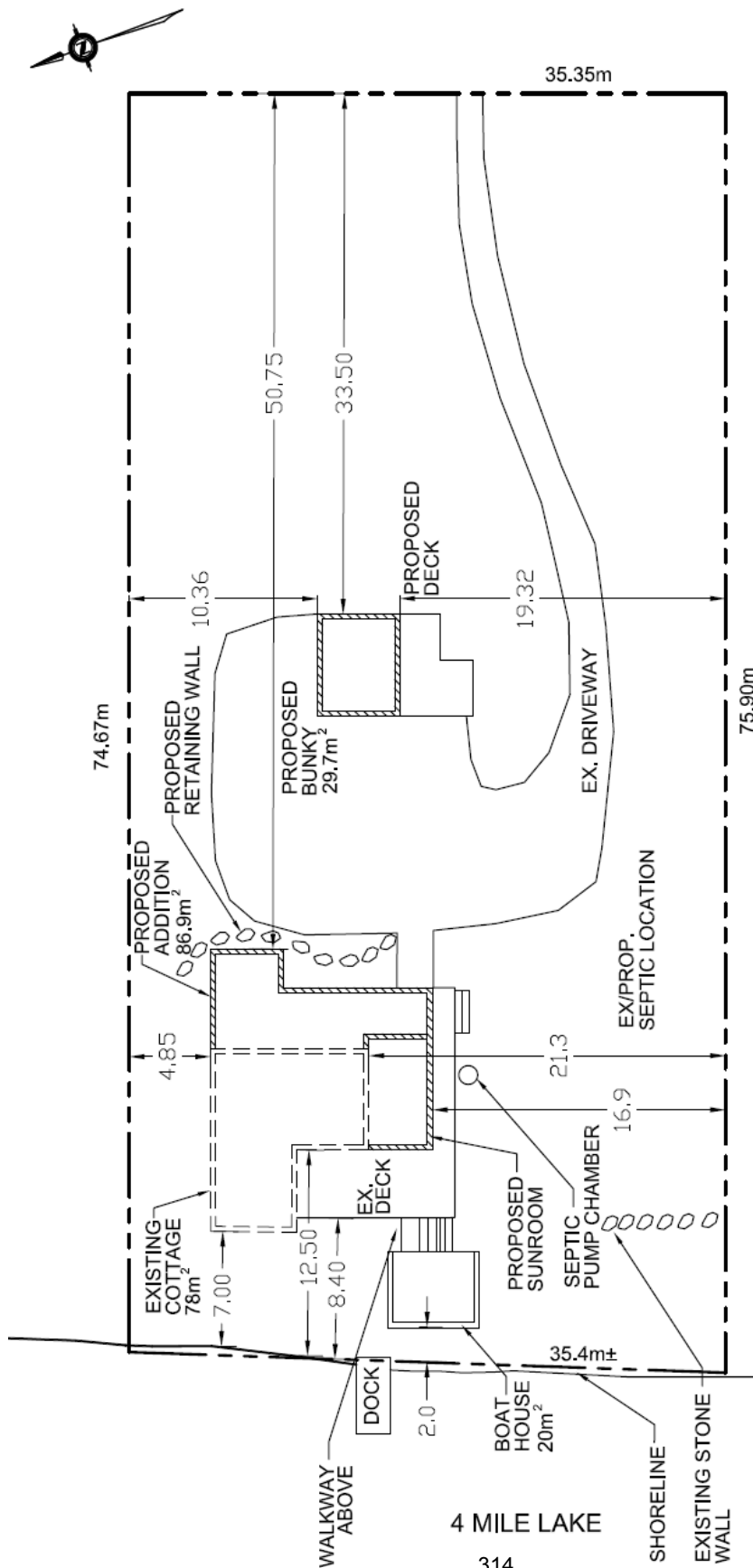
FILE NO: D30-17-004



to

REPORT PLAN2017-054

FILE NO: D30-17-004

[illegible]

SITE STATISTICS	
ZONING	LIMITED SERVICE RESIDENTIAL (LSR)
	PROVIDED
MIN. LOT AREA	2978m <sup>2</sup> (FROM Gas-warehouse)
MIN. LOT FRONTAGE	35.35m
MIN. LOT DEPTH	30.2m
MAXIMUM LOT COVERAGE	30.2%
MIN. INTERIOR SIDE YARD	1.2m / 3.0m
MIN. WATER SETBACK	15m
	EX DWELLING 7.0m PROP. ADDITION 12.2m
	VARIANCE REQUIRED



The Corporation of the City of Kawartha Lakes to  
By-Law 2017 -

REPORT PLAN2017-054  
FILE NO: D30-17-004

A By-Law To Deem Part of a Plan of Subdivision,  
Previously Registered For Lands Within Kawartha Lakes,  
Not To Be A Registered Plan Of Subdivision In Accordance With The Planning Act  
Pin # 63119-0897(LT), Described As Lots 20 and 21, Plan 184, Geographic Township  
of Somerville, Now City of Kawartha Lakes

File D30-17-004, Report PLAN2017-054, respecting 26 Birch Glen Drive – Collings.

**Recitals:**

- 1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
- 2. The Committee of Adjustment has required, as a condition of minor variance, that the land described in Section 1 of this By-law be the subject of a deeming by-law.
- 3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
- 4. Notice of the passing of this By-law shall be mailed to the owners of the land described in Section 1 of this By-law.
- 5. Council considers it appropriate to enact the requested By-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_.

**Section 1:00 Details**

- 1.01 **Property Affected:** Pin # 63119-0897(LT). The Property affected by this By-law is described as Lots 20 and 21, Registered Plan 184, geographic Township of Somerville, City of Kawartha Lakes.
- 1.02 **Deeming Provision:** The Property is deemed not to be part of a Registered Plan of Subdivision of the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.

**Section 2:00 General Terms**

- 2.01 **Force and Effect:** This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this \*\* day of \*\*, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, Clerk

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PLAN2017-055**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** Ward 8

**Subject:** A By-law to Deem Lot 16, Registered Plan 79, geographic Township of Mariposa, being 454 Eldon Road (Mutton and Frey)

**Author:** David Harding, Planner I

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### **Recommendations:**

**RESOLVED THAT** Report PLAN2017-055, "Mutton and Frey – D30-17-005", be received;

**THAT** a Deeming By-law respecting Lot 16, Registered Plan 79, substantially in the form attached as Appendix "D" to Report PLAN2017-055, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute and documents required by the approval of this application.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

Proposal:	To deem Lot 16, Registered Plan 79, not to be a lot within a registered plan of subdivision. See Appendices “A” and “B” attached.
Owners:	Oliver Mutton and Avery Frey
Applicant:	Oliver Mutton
Official Plan:	“Hamlet Settlement Area” – City of Kawartha Lakes Official Plan
Zone:	“Hamlet Residential (HR) Zone” – Township of Mariposa Zoning By-law Number 94-07
Site Servicing:	Private individual on-site sewage system and well.
Existing Use:	Residential
Adjacent Uses:	North, South, West: Residential East: Agricultural

## **Rationale:**

The owners are proposing to build an addition (covered porch) to the existing dwelling. The construction required variances. Please refer to Appendices “A”, “B” and “C”. As a result of the review of the variance application, it was determined that the proposed construction crosses over Lot 16 onto additional lands owned by the owners. The northern wall of the existing dwelling was also determined to be in close proximity to this lot line. These additional lands are not part of Registered Plan 79. On July 20, 2017, the Committee of Adjustment granted variances to permit the proposed construction, and required the adoption of a Deeming By-law as one of its conditions of approval. The owners of Lot 16 have requested that Council pass a Deeming By-law to effect the consolidation of the lot with the balance of the lands owned by them outside of Registered Plan 79, legally described at Part West Half of Lot 16, Concession 5. The deeming by-law will bring the existing and proposed development into conformity with the applicable zone provisions. Please refer to Appendix “D”.

Adoption and subsequent registration of this Deeming By-law will consolidate Lot 16, Plan 79 and Part West Half of Lot 16, Concession 5, into one larger lot so they cannot be sold separately. The legal description will remain the same: Lot 16 East Side of King Street and North Side of Mill Street, Registered Plan 79, and Part West Half of Lot 16, Concession 5.

## **Other Alternatives Considered:**

There are no other alternatives considered that are appropriate or represent good planning. The Deeming By-law is the appropriate method to legally consolidate the owners’ land.

## **Financial/Operation Impacts:**

The cost of registering the By-law is included in the application fee. There are no financial implications for the City.

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

The City's Strategic Plan outlines Council's vision for the municipality. The vision consists of three main Strategic Goals: that of a vibrant and growing economy, an exceptional quality of life, and a healthy environment.

This application aligns with the quality of life and healthy environment priorities by creating a property with a larger building envelope to support the existing residence and on-site servicing, and by reducing the total number residential of undersized lots within the Little Britain Hamlet Settlement Area.

## **Conclusion:**

The consolidation of the lands will create one larger lot. As a result, the proposed and existing construction will no longer cross/be in close proximity to a lot line, bringing the development into conformity with the applicable zone provisions. Planning staff do not anticipate any negative impacts as a result of the consolidation.

## **Attachments:**

### **Appendix A – Location Map**



PLAN2017-055  
Appendix A.pdf

### **Appendix B – Survey**



PLAN2017-055  
Appendix B.pdf

### **Appendix C – Applicant Sketches**



PLAN2017-055  
Appendix C.pdf

### **Appendix D – Draft Deeming By-law**



PLAN2017-055  
Appendix D.pdf

**Phone:** 705-324-9411 extension 1206

**E-Mail:** [dharding@kawarthalakes.ca](mailto:dharding@kawarthalakes.ca)

**Department Head:** Chris Marshall

**Department File:** D30-17-005

# 'Geographic Township of Mariposa'

APPENDIX " A "

to

REPORT PLAN2017-055

FILE NO: D30-17-005

Lot 15

Eldon Road  
(K.L. Rd. 6)

Con. 5

Lot 16

'SUBJECT  
LAND'

'Little Britain'

(K.L. Rd. 4)

Little Britain Rd.

to

REPORT PLAN2017-055

FILE NO: D30-17-005

**PLAN 57 R-7588**

RECEIVED AND DEPOSITED

March 26, 1996

DATE

*H. F. Grandner* **Asst. Dir.**

LAND REGISTRAR FOR THE REGISTRY

DIVISION OF VICTORIA (Nº 57 J.)

**PLAN OF SURVEY**

OF LOT 16, EAST OF KING STREET AND NORTH OF MILL STREET, REGISTERED PLAN Nº 79 AND OF PART OF W 1/2 LOT 16, CONCESSION 5 TOWNSHIP OF MARIPOSA COUNTY OF VICTORIA

SCALE 1" = 30'

H. F. GRANDNER O. L. S. 1996

**FILE NO: D30-17-005**

**PROJECT No. 5658 'A'**

**H. F. GRANDNER**  
ONTARIO LAND SURV  
170 WATER STREET  
PORT PERRY, ON  
TEL./FAX: (905) 985-3600

**1 REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT.**

**MARCH 22, 1996**

DATE

*H. F. Grandner*

SIGNATURE

H. F. GRANDNER

**SCHEDULE**

PART	LOCATION	INST. Nº.
1	LOT 16, EAST OF KING STREET & NORTH OF MILL STREET REG. PLAN Nº 79 AND OF PART OF W 1/2 LOT 16, CONCESSION 5	17196

**NOTES.**

BEARINGS ARE ASTROMONIC AND ARE REFERRED TO THE EAST LIMIT OF KING STREET AS SHOWN ON PLAN 57R - 3256 HAVING A BEARING OF N6°52'55"W

SIB - STANDARD IRON BAR 1" square 48" LONG

SSIB - SHORT STANDARD IRON BAR 1" square 24" LONG

IB - IRON BAR 5/8" square 24" LONG

IB4 - IRON BAR 3/4" round 24" LONG

4 - DENOTES FOUND

REG. PLAN Nº 79 PLANTING 7535

PLAN Nº 79 - BEARING UNKNOWN WITH WITNESS

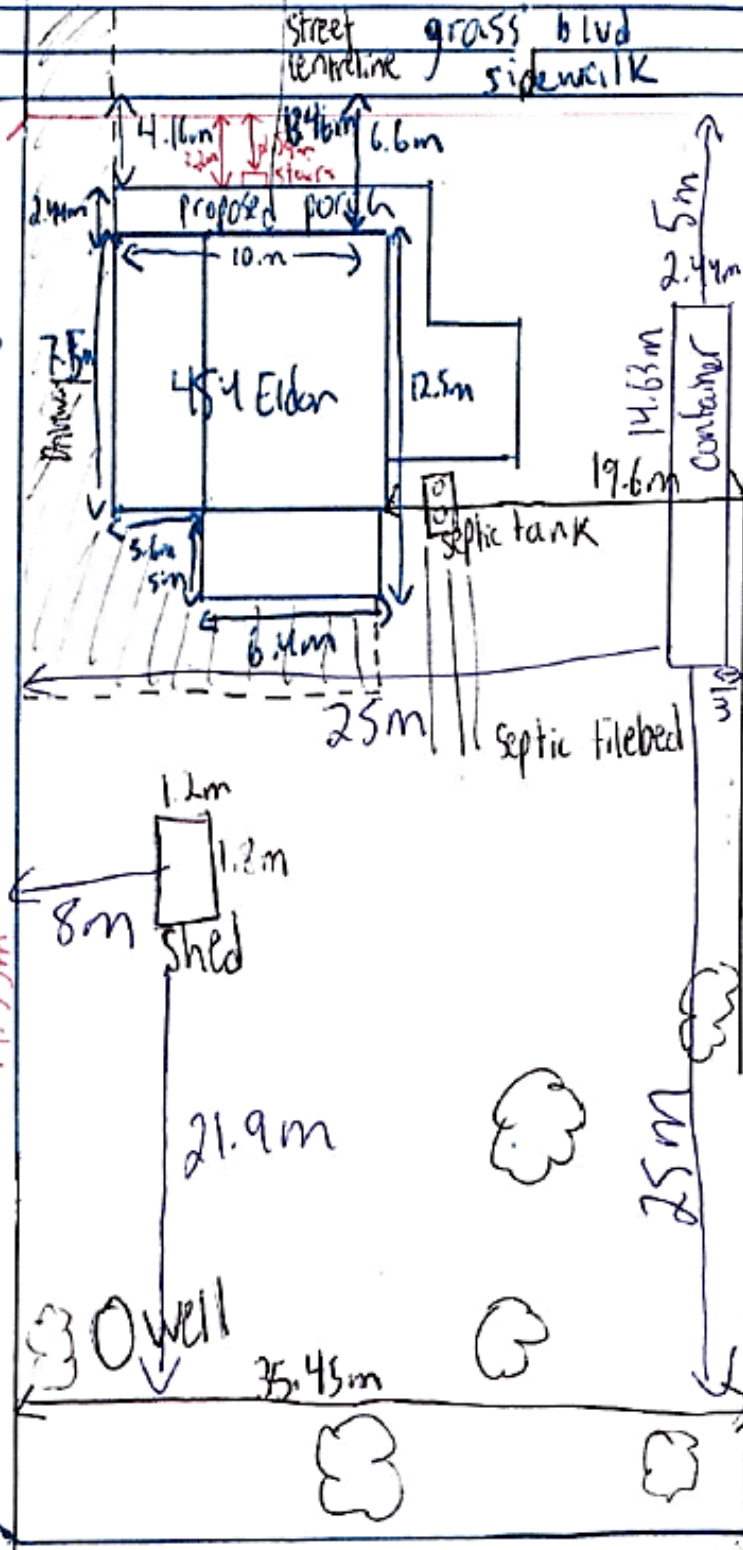
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Front yard setbacks  
required  
proposed  
variance 7.5 m

Eldon Rd (county road)

452  
Eldon rd

5.2m



APPENDIX " C "

to

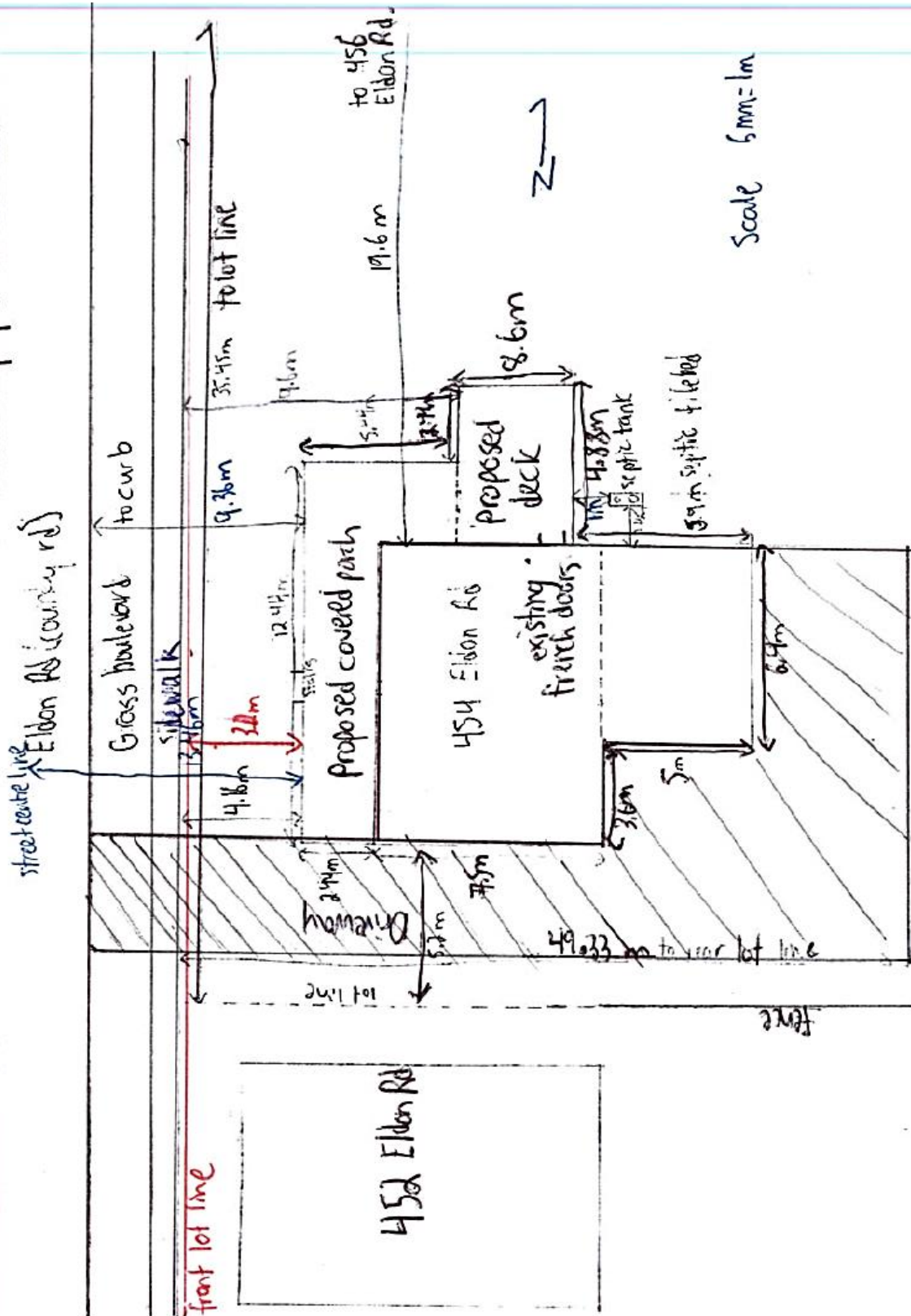
REPORT PLAN2017-055

FILE NO: D30-17-005

456  
Eldon Rd



front yard setbacks  
 required 7.5m  
 current 5.64m  
 proposed 3.2m



Scale 6mm=1m

The Corporation of the City of Kawartha Lakes  
By-Law 2017 -

to  
REPORT PLAN2017-055  
FILE NO: D30-17-005

A By-Law To Deem Part of a Plan of Subdivision,  
Previously Registered For Lands Within Kawartha Lakes,  
Not To Be A Registered Plan Of Subdivision In Accordance With The Planning Act  
Pin # 63191-0151(LT), Described As Lot 16, Plan 79, Geographic Township of  
Mariposa, Now City of Kawartha Lakes

File D30-17-005, Report PLAN2017-055, respecting 454 Eldon Road – Mutton and Frey.

Recitals:

- 1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
- 2. The Committee of Adjustment has required, as a condition of minor variance, that the land described in Section 1 of this By-law be the subject of a deeming by-law.
- 3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
- 4. Notice of the passing of this By-law shall be mailed to the owners of the land described in Section 1 of this By-law.
- 5. Council considers it appropriate to enact the requested By-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_.

Section 1:00 Details

- 1.01 Property Affected: Pin # 63191-0151(LT). The Property affected by this By-law is described as Lot 16 East Side of King Street and North Side of Mill Street, Registered Plan 79, geographic Township of Somerville, City of Kawartha Lakes.
- 1.02 Deeming Provision: The Property is deemed not to be part of a Registered Plan of Subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.

APPENDIX “ D ”  
to  
REPORT PLAN2017-055  
FILE NO: D30-17-005

Section 2:00 General Terms

- 2.01 Force and Effect: This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this \*\* day of \*\*, 2017.

Andy Letham, Mayor Judy Currins, Clerk

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number ED2017-007**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** All

**Subject:** Farm Drainage

**Author:** Kelly Maloney, Economic Development Officer – Agriculture

---

### **Recommendation(s):**

**RESOLVED THAT** Report ED2017-007 Farm Drainage, be received; and

**THAT** staff develop a Terms of Reference for Council approval of a Drainage Issues Task Force to review the City's municipal drain program and recommend potential improvements and efficiencies to that program for Council's consideration.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

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

### **CR2017-102**

**RESOLVED THAT** Report ED2017-002, Agricultural Development Advisory Board 2017 Work Plan, be received;

**THAT** the Agricultural Development Advisory Board 2016 Accomplishments be received; and

**THAT** the 2017 work plan for the Agricultural Development Advisory Board, be approved.

The first item of the approved Work Plan indicates that the Agricultural Development Advisory Board (ADAB) will review and advise Council and Economic Development on matters related to the agricultural industry to improve economic environment of the agricultural sector and prosperity of the rural areas. The Work Plan also indicates that ADAB will consider drainage issues of concern to the agricultural sector.

At the ADAB Meeting of February 9, 2017, the following motion was passed:

**WHEREAS** the ADAB Committee has identified that there are concerns being raised that the cost of assessments and reports, installation and maintenance of drains has grown significantly in some cases and is approaching a prohibitive situation; and

**WHEREAS** there may be improvements which could be made within the policies and mechanisms used by the municipality and its partner agencies; and

**WHEREAS** this is an issue affecting the local agricultural sector which can be addressed by municipal government, agency partners and landowners to develop a more favourable solution;

**THEREFORE BE IT RESOLVED THAT** ADAB recommends that Council strike a Drainage Issues Task Force with representation from Council, the Drainage Board, the Agricultural Development Advisory Board, and staff from the Engineering Department, including the Drainage Superintendent, and from the Kawartha Region Conservation Authority to review the current drainage program, policies and industry best practices to develop recommendations for council to reduce costs and shorten timelines for delivery of the program and services.

The Director of Engineering requested an opportunity to meet with ADAB regarding the current drainage program. Juan Rojas attended the ADAB meeting of April 13, 2017 and reviewed the current drainage policies and application

procedures. Committee members were also asked to review the policy documents for a further discussion at their June meeting.

At the June 27, 2017 meeting of ADAB, the following motion was passed:

**WHEREAS** the ADAB committee has consulted with the Director of Engineering and reviewed the municipal drainage policies, ADAB recommends that Council strike a Drainage Issues Task Force to develop recommendations for council related to project management, oversight, and cost control measures to reduce costs and shorten timelines for delivery of the drainage program and services.

This report addresses that motion.

### **Rationale:**

The Agricultural Development Advisory Board serves to advise Council on matters affecting the agriculture and agri-food sector.

One area of concern which affects both farms and rural land owners is that of municipal/agricultural drains. There has been significant work completed by the Engineering Department staff and the Drainage Board over the recent years in developing a program to efficiently address the requirements for both installation of new and maintenance and clean out of existing drain systems.

While positive achievements can be seen there remain challenges in costs and timelines that accumulate within drainage projects for engineering reports, environmental reviews and assessments.

The ADAB committee suggests that a Task Force be struck to review best practices which may be in place in other areas, and to problem-solve for potential improvements to the municipal drain program. The end goal of the Task Force would be to identify a set of policies and directives to recommend to Council for adoption that would save time and reduce costs while supporting an effective municipal drain system (in keeping with the Drainage Act).

### **Other Alternatives Considered:**

None were considered.

### **Financial/Operation Impacts:**

The Task Force would not have a budget and all of the task force members would be staff, councillors or volunteers and utilize municipal facilities to conduct their work.

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

The development of an effective municipal drain system putting less strain on the farmland owner contributes to a more vibrant and growing agricultural sector and the Council Adopted Strategic Plan, namely:

- Goal 1 – A Vibrant and Growing Economy
- Goal 3 – A Healthy Environment

## **Review of Accessibility Implications of Any Development or Policy:**

Not applicable

## **Servicing Implications:**

Not applicable

## **Consultations:**

Agricultural Development Advisory Board  
Director, Engineering and Assets

## **Attachments:**

None

Department Head E-Mail: [cmarshall@kawarthalakes.ca](mailto:cmarshall@kawarthalakes.ca)

Department Head: Chris Marshall

# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number ED2017-016**

---

**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** All

**Subject:** City of Kawartha Lakes Economic Development Strategy

**Author:** Rebecca Mustard, Manager of Economic Development

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### **Recommendation(s):**

**RESOLVED THAT** Report ED2017-016, City of Kawartha Lakes **Economic Development Strategy** be received; and

**THAT** the Economic Development Strategy as outlined in Appendix A to Report ED2017-016 be approved and adopted by Council.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

At the Council Meeting of July 11, 2017, Council was presented with the proposed direction of the draft Economic Development Strategy and adopted the following resolution:

CR2017-612

RESOLVED THAT the presentation by Rebecca Mustard, Manager of Economic Development, regarding the Economic Development Strategy, be received.

CR2017-641

RESOLVED THAT Report ED2017-014, Economic Development Strategy Presentation, be received.

This report brings forward the final Economic Development Strategy for Council consideration and approval.

## **Rationale:**

In 2016, the City adopted a new Corporate Strategic Plan to establish a vision for the municipality, and guide corporate activities, programs and resources. The Corporate Strategic Plan identified three goals to achieve positive outcomes in the immediate future. Economic Development is represented across all three goals, with a particular focus on Goal 1: A vibrant and growing economy, and a directive to develop and execute a Comprehensive Economic Development Strategy.

## **The Process**

The Economic Development Strategy project was initiated by the Economic Development Division in late 2016 and was undertaken in four phases:

1. Research and Analysis
2. Community Engagement
3. Strategy Development
4. Implementation and Measurement

A consulting firm, Tenzing, was hired through a competitive Request for Proposal process to work collaboratively with the City's Economic Development team to develop the Strategy. Tenzing was hired in November, 2016, and has been involved in phases 1-3.

Phases 1 and 2 were undertaken between November 2016 and May 2017. Phase 1, Research and Analysis included an overall review of existing City strategies, policies, and activities of the Economic Development Division and an



economic analysis of the local economy. In addition, relevant external documents that influence local economic development such as the Ontario East Economic Development Strategy and a review of best practices were also conducted.

Phase 2, Community Engagement, comprised of a broad based survey and stakeholder consultations. The broad based survey received 298 responses and was available on the City and Economic Development websites and a paper version was also available at Municipal Service Centres. In addition to the public survey, stakeholder consultations were targeted to community business organizations, such as Chambers of Commerce and the Lindsay BIA, business owners and other government economic development bodies. Approximately 50 people participated in these sessions from across the City.

The information gathered in Phases 1 and 2 were used to develop Phase 3, the Economic Development Strategy direction. This direction was presented to Council at the July 11, 2017, meeting for their consideration and input. Comments received from Council were receptive of the direction. Following the receipt of this input, the Strategy has been created based on the research, economic analysis, stakeholder consultations, and best practice in economic development.

## **The Strategy**

The Economic Development Strategy (Appendix A) is a refined and focused approach to conducting economic development activities. It focuses on supporting existing assets and strengths to grow each to their fullest potential by directing efforts to five goals. These five goals are the five key directions presented at the July 11, 2017, Council meeting, and use simplified and actionable language to explain the purpose of each;

1. Adopt a City-wide focus (formerly City of Kawartha Lakes approach)
2. Grow specific business sectors (formerly Nurturing clusters)
3. Encourage a positive community business culture (formerly Energize a positive community business culture)
4. Align and inspire City resources (formerly Align and inspire internal resources)
5. Attract and retain a new generation of great entrepreneurs and workforce (formerly Retain, repatriate and attract)

The Economic Development Strategy includes objectives, actions and measurables for each of the five goals listed above. Detailed implementation plans for each goal will be included in the annual Economic Development work plan and reported to Council on an annual basis.

Detailed background information on the Economic Development Strategy can be found in the document City of Kawartha Lakes Economic Development Strategic

Plan- Economic Renewal and How to Achieve it (Appendix B). This document and appendices provide detail into the development and rationale of the Strategy.

### **Next Steps**

Should Council adopt the Economic Development Strategy as presented, Staff will meet with business community stakeholders and develop partnerships to implement the Strategy. Input from these groups and business leaders was an important part of the creation of the Strategy, and is reflected in the document as presented. The Strategy is designed to encourage continuous feedback and collaboration between the City and community.

Staff will also begin to finalize work plans and future budgets to align with the Economic Development Strategy objectives and actions. This will include an annual update to Council documenting progress made.

### **Other Alternatives Considered:**

Council may choose an alternative direction for the Economic Development Strategy; however it is the recommendation of Staff that this approach is a solid foundation for the City's Economic Development Program. It focuses staff time and resources to specific activities and provides a framework for all departments to support the growth of the economy.

### **Financial/Operation Impacts:**

The Economic Development Strategy was funded through the existing Economic Development operating budget. The majority of actions included in the Strategy will form the basis of the annual Economic Development operating budgets for the duration of implementation. Special projects that require additional funding, such as the community improvement plan, will be brought to Council for consideration during the budget process.

### **Relationship of Recommendation to the 2016-2019 Strategic Plan:**

The development and execution of an Economic Development Strategy is an action identified in Goal 1- A Vibrant and Growing Economy.

### **Review of Accessibility Implications of Any Development or Policy:**

The Economic Development Strategy includes actions that relate to municipal policy, such as the Zoning By-law consolidation project. This work will be scheduled with the respective department and brought to Council as required.

## Consultations:

Business owners and general public across the City of Kawartha Lakes

Local business organizations including; Bobcaygeon and Area Chamber of Commerce, Coboconk and Norland and Area Chamber of Commerce, Downtown Lindsay BIA, Fenelon Falls and Area Chamber of Commerce, Fenelon Forward, Impact 32, Lindsay and District Chamber of Commerce.

Economic development organizations; BDC, Kawartha Lakes CFDC, Ministry of Agriculture, Food and Rural Affairs, Ministry of Economic Development and Growth, Trent Severn Waterway, Regional Tourism Organization 8, VCCS, Workforce Development Board

Manager of Communications, Advertising and Marketing

Senior Management Team

## Attachments:

Appendix A – City of Kawartha Lakes Economic Development Strategy



2017CKLEconomicDe  
velopmentStrategy.p

Appendix B – Background Document: Economic Development Strategic Plan-  
Economic Renewal and How to Achieve It



2017BackgroundRep  
ort.pdf

**Department Head E-Mail:** [cmarshall@kawarthalakes.ca](mailto:cmarshall@kawarthalakes.ca)

**Department Head:** Director of Development Services

**Department File:** A17

# City of Kawartha Lakes Economic Development Strategy

2017

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## Introduction

The City of Kawartha Lakes is a single tier municipality of small villages and rural gems connected by lakes, rivers and bountiful farmland. Formed in 2001 through the amalgamation of the County of Victoria and 16 townships, the City is home to approximately 75,000 year round residents, 30,000 seasonal residents, and 1.4 million tourists. The municipality is forecast to grow to over 100,000 year round residents by 2031.

In 2016, the City adopted a new Corporate Strategic Plan to establish a vision for the municipality, and guide corporate activities, programs and resources. The Corporate Strategic Plan identified three goals to achieve positive outcomes in the immediate future.

Economic Development is represented across all three goals, with a particular focus on Goal 1: “A vibrant and growing economy”, and a directive to develop and execute a Comprehensive Economic Development Strategy.

## City of Kawartha Lakes Strategic Plan Framework (Economic Development Related)

Corporate Vision: Naturally beautiful, offering an exceptional lifestyle

Corporate Mission: Providing responsible, efficient and effective services

Corporate Strategic Goals:

Goal 1: A vibrant and growing economy

Objective 1.1: A stronger and more diversified economy

*Actions 1.1.1: Develop and execute a Comprehensive Economic Development Strategy (to bring business to the City of Kawartha Lakes and expand local employment)*

Objective 1.2: Better marketing and improved community visibility

Objective 1.3: Enhanced tourism

Goal 2: An exceptional quality of life

Objective 2.1: A more culturally vibrant community promoting culture, arts and heritage

Goal 3: A healthy environment

Objective 3.1 A healthier environment

Corporate Values: Collaboration, continuous improvement, excellence, innovation, results

# City of Kawartha Lakes Economic Development Strategy

## About the Strategy

An Economic Development Strategy provides a framework to guide direction and activities to gain an advantage and move beyond status quo. The City of Kawartha Lakes Economic Development Strategy includes goals and actions for the City as a whole, specific direction to the Economic Development Division, and opportunities for the broader business community to work together to make a difference.

Drawing upon extensive background research, economic analysis and consultation with local businesses leaders, the Economic Development Strategy direction is a refined and focused approach to conducting economic development activities. It focuses on supporting existing assets and strengths to grow each to their fullest potential. It works towards a future in which there is a strong local economic base in Kawartha Lakes that offers opportunities and an active lifestyle with access to our unique natural assets; where our residents can shop locally for all of their needs and access to fresh local food; where our best and brightest young people will make Kawartha Lakes their family home with satisfying, well-paying jobs; where the villages and neighbourhoods that comprise Kawartha Lakes identify with and realize the benefits of the entire Kawartha Lakes region. It is a place with a vibrant cultural scene that attracts visitors who choose to re-locate here; a place that attracts professionals, creative people and educated entrepreneurs.

The Economic Development Strategy is about spending time and resources differently to drive better results. It is focused on attracting and empowering people because the right mix of engaged people and human resourcefulness is what makes an economy work. And it is focused on place-making – because a vibrant place attracts and retains the best and brightest people.

Background information on the Economic Development Strategy can be found in the document City of Kawartha Lakes Economic Development Strategic Plan- Economic Renewal and How to Achieve It.

## City of Kawartha Lakes Economic Development Strategy Goals

1. Adopt a City-wide focus
2. Grow specific business sectors
3. Encourage a positive community business culture
4. Align and inspire City resources
5. Attract and retain a new generation of great entrepreneurs and workforce



## Strategic Goals, Objectives and Actions

### Goal 1: Adopt a City-wide focus

A positive, differentiated awareness of Kawartha Lakes is important to focus activities and communications. This should be accomplished through unified marketing and developing City wide programs that leverage the advantage of being a City with a local approach to implementing in communities across the municipality. The following positioning statement should be the basis for this approach:

*The City of Kawartha Lakes is a unique collection of villages and neighbourhoods connected by lakes, waterways and farms.*

Objectives	Actions
Build awareness of the City of Kawartha Lakes as a destination	<p>Develop an economic development marketing campaign to align existing programs and messaging (2017- 2018)</p> <p>Create and implement a digital marketing campaign to promote existing programs and new opportunities (2018)</p> <p>In collaboration with the Branding and Advertising Strategy, develop a targeted Media Relations Plan to reach desired outside audiences (potential tourists, residents, investors) through earned media with a focus on regional/ national/ international media (2018)</p> <p>Develop and implement a City of Kawartha Lakes brand across all departments to align and integrate messaging across the municipality (2020)</p>

<p>Leverage city wide resources with local implementation (e.g. village place making and community economic development)</p>	<p>Implement the Downtown Revitalization Action Plans in Coboconk-Norland, Omemee, Lindsay, Fenelon Falls (ongoing)</p> <p>Develop, fund and implement a Downtown Community Improvement Plan (2018)</p> <p>Develop a Kawartha Lakes Downtown Revitalization program based on the Ontario Downtown Revitalization Program (2019)</p> <p>Seek new opportunities for place making initiatives to attract new residents, visitors and businesses (e.g. heritage conservation districts, cultural districts, art programs, trails etc.) (ongoing)</p>
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Measurement:

- Advertising and marketing reach
- Number of Downtown Revitalization Action Plan activities complete
- Return on investment from Community Improvement Plan

## Goal 2: Grow specific business sectors

The significant majority of new jobs in a community will come from the growth of existing businesses. There are five established or emerging clusters across Kawartha Lakes that should be the focus of economic development programs. These programs should firstly help existing businesses grow and new businesses enter the local market, and secondly work with these businesses to develop their respective clusters as a whole to grow the number of businesses and employment in Kawartha Lakes. The five clusters and objectives for each are listed below:

*A cluster is a geographic concentration of businesses and associated institutions that strengthen each other because they are located in close proximity. Due to location and advantageous local conditions, they benefit from access to skilled labour, knowledge and information sharing, and solve problems in their peer network. The development of clusters is an effective economic development strategy to stimulate innovation, accelerate business growth and increase competitiveness.*

Clusters	Objectives
Agriculture and Food <i>Including value-added food processing and agri-culinary</i>	Grow the City of Kawartha Lakes agri-brand; begin with a focus on the existing livestock strength and build  Grow the food processing sector (expansion of existing processors, identify new opportunities for processing and distribution) to build employment around value added agriculture  Support the innovation and diversification of local agriculture to increase farm revenues  Grow agri-culinary participation among producers and connect the results to tourism  Increase businesses, Increase employment, Increase tourist visits
Tourism <i>Including specialized retail and downtowns as tourism hubs</i>	Increase the volume of year-round accommodations of all kinds, in all markets  Develop operator experiences to boost tourism traffic (cross-sector and cross promotion)  Develop a guided touring sector (e.g. two wheels, snowmobiles, cross-country skiing, waterways)

Clusters	Objectives
	<p>Expand visitation into the shoulder-season and winter and connect these off peak activities to culture</p> <p>Identify and support unique or differentiated retail that either generates tourism visits or extends those visits on a community by community basis</p>
<p>Specialized Manufacturing</p> <p><i>Including fabrication, assembly, and technology</i></p>	<p>Cultivate a community of specialized manufacturers that raises the profile of the cluster across Kawartha Lakes</p> <p>Support the innovation, growth and expansion of existing businesses to increase sustainability and employment</p> <p>Create an active network of local manufacturing mentors</p> <p>Develop a program to attract new manufacturers (start-up and relocating) to existing employment areas</p> <p>Develop infrastructure to support the health of local industrial areas</p>
<p>Culture</p> <p><i>Including arts, heritage, makers and events</i></p>	<p>Increase the number and capacity of arts, culture and heritage for profit and not-for-profit businesses (expansion and attraction)</p> <p>Foster the development of cultural events and festivals (partnering with tourism)</p> <p>Develop the arts, heritage, culture brand of Kawartha Lakes so that it becomes an attraction for tourists, new residents and entrepreneurs working in the sector</p> <p>Grow the craft/ maker segment (number of small or micro businesses and sales per business due to increased tourism traffic)</p> <p>Action the Heritage and Cultural Implementation plans</p>
<p>Engineered Products and Related Services</p> <p><i>Inventors and makers that</i></p>	<p>Develop opportunities with Fleming College, educational institution and innovation organizations to expand business and employment opportunities in Kawartha Lakes (particular emphasis on environment and water engineering, and disruptive technology)</p>

<b>Clusters</b>	<b>Objectives</b>
<i>improve processes and technology across clusters</i>	Establish a network of existing business owners and leaders with ambitions to grow their cluster (to grow businesses and employment)

<b>Objectives</b>	<b>Actions</b>
Refocus economic development programs around the five clusters focusing on entrants, growers, mentors and cluster growth	<p>Identify an economic development team leader (Pilot) for each cluster. Each Pilot to undergo training to better understand trends and needs of the industry segment, how and what municipal services impact that segment and how best to partner with it (2017)</p> <p>Integrate programs (existing and new) around each cluster (network building, shared promotion, business skills training, youth business training, capacity building, skills identification and attraction) (starting 2017)</p> <p>Align cluster activities and communications within the new City of Kawartha Lakes brand (2018)</p>

Measurement:

- Number of businesses participating in cluster networks
- Business growth and sector inquiries
- Number of tourists (based on Ministry reporting which lags current timelines)

### Goal 3: Encourage a positive community business culture

Identify, nurture and expand a positive Kawartha Lakes business culture that crosses community boundaries and is aligned with the Nurture Clusters goal. This will lead to an increased ability for the municipality, local businesses, organizations, and communities work together to build communities and support business growth.

Objectives	Actions
Develop peer-to-peer networks	Work with leaders in each cluster to develop networks and an annual summit focused on building the cluster through new ideas, private investment and informing the City's annual cluster work plan (2018)  Create a peer-to-peer business ambassador program in each cluster to attract and connect with new business owners and promote the City (2018-2019)
Support local community business organizations	Continue to develop relationships and programming with local business organizations (e.g. business development workshops, integrating support networks) to advance the area as a place for business (ongoing)  Support community based business organizations in local economic development activities (ongoing)

#### Measurement:

- Participation in annual cluster summits
- Number of ambassador program partnerships established
- Business community engagement (number of businesses and organization sharing messaging through social media)

## Goal 4: Align and inspire City resources

Organizations that works together towards specific, common goals typically outperforms organizations that operate in silos. Aligning internal resources that impact business development and attraction will improve the reputation of the municipality as a partner in economic development and encourage new investment.

Objectives	Actions
Establish business pilots	Develop and implement a business pilot program where businesses have a single point of contact in the Economic Development Division that focuses on business expansion or start-up (2017)  Integrate new economic development programs around, and in support of, growth in the five clusters (2018)
Enhance team building within City of Kawartha Lakes staff to build the reputation for business receptiveness	Develop and implement an integrated business owner support process within in the development process to encourage business growth and expansion (2018)
Improve municipal policies and procedures	Integrate an economic development focus to projects City-wide (e.g. parks, trails, downtown redevelopment, infrastructure) (2017)  Complete the Comprehensive Zoning By-law and Official Plan updates (2018 and beyond)  Continue to implement the Planning Approvals Taskforce recommendations and update policies to facilitate leading edge development that is in the best interests of growing a vibrant community (ongoing)
Plan and execute critical infrastructure projects	Fund and implement infrastructure projects to accommodate growth and investment in a competitive manner (ongoing)

Measurement:

- Number of new and expanding businesses in the pilot program

## Goal 5: Attract and retain a new generation of great entrepreneurs and workforce

People are the focus of this strategy. It is people who are owners and employees, and leaders of business and community organizations. It is the ambition and decisions of these people that will create employment growth and contribute significantly to vibrant communities. Kawartha Lakes naturally attracts an older demographic, therefore, economic development programs will focus on retaining, repatriating and attracting a younger demographic to balance the population age and support a healthy, vibrant economy.

Objectives	Actions
Diversify the talent and age of our community	<p>Create a millennials steering group with representation from across Kawartha Lakes to guide youth retention, repatriation and attraction plans (2018)</p> <p>Promote Young Professionals week annually and support young professional groups (2018)</p> <p>Support the development of affordable housing across Kawartha Lakes, enabling young people in the early stages of their work life to have affordable, safe housing. (2018)</p> <p>Build the reputation of Kawartha lakes as a great place for young families in marketing programs (2018)</p>
Repatriate Kawartha Lakes alumni	<p>Develop projects with Sir Sandford Fleming College and local universities to connect with and keep alumni in the community (2019)</p> <p>Create an alumni Kawartha Lakes homecoming event in the Summer to communicate the new opportunities for relocating back to Kawartha Lakes (2020)</p>

Measurement:

- Number of steering group participants under the age of 40
- Social media engagement
- Number of people at events



## Implementation- Turning the Plan from Vision to Reality

The Economic Development Strategy is designed to focus and refine activities of the City and specifically the Economic Development Division. It is focused on talent and community building within the municipality, and positioning and reputation building outside the municipality. Implementing the strategy will unite and amplify the strengths of our existing business owners, better serve the needs of business, support the creation of new jobs and businesses, engage younger business leaders, and improve the reputation and recognition of Kawartha Lakes as a desirable community for business and life.

To be successful, it must be implemented. To do this, this document will be utilized as the basis for developing operational plans at the department level. Staff will monitor and report on the results of this strategy on an annual basis. As was true for the development of the document, Staff will continue to work in partnership with the community to implement, refine and share results.

# Background Report

## City of Kawartha Lakes

ECONOMIC DEVELOPMENT STRATEGIC PLAN

*economic renewal and how to achieve it*

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*Make no little plans; they have no magic to stir 'our' blood and probably themselves will not be realized. Make big plans; aim high in hope and work, remembering that a noble, logical 'idea' once recorded will never die, but long after we are gone be a living thing, asserting itself with ever-growing insistency. Remember that our 'children' and our 'grandchildren' are going to do things that would stagger us. Let your watchword be order and your beacon beauty.*

---

*Daniel Burnham  
Architect / Planner  
1921 / adapted*

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# INTRODUCTION

## Two Paths / One Choice

The City of Kawartha Lakes is an amalgamation of small, rural community gems that are connected by lakes, rivers and bountiful farmland within the municipal boundaries. That in and of itself makes the City of Kawartha Lakes unique and attractive. There is strong evidence of existing economic clusters such as agriculture / food production and tourism / retail, a growing culture sector, advanced light manufacturing and processing, and a well-respected local post-secondary institution. In addition, the City of Kawartha Lakes enjoys a strong construction and distribution sector, and is well-positioned only one hour at reasonable speeds from The Greater Toronto Area (GTA), Canada's largest urban market.

These strengths inform what should be a strong economic opportunity for the future. And to some extent they do. Yet the City of Kawartha Lakes under-performs in household-income, skilled labour pools, future-forward enterprises, the post-secondary educated populous required to start those businesses and subtle declines in population while the average age of City of Kawartha Lakes residents is far higher than the provincial average (as supported by the Situational Analysis 2017, Appendix A).

This creates an interesting set of choices for elected officials, the Economic Development Division, community leaders and the existing base of business owners.

One set of choices informs a path where the City of Kawartha Lakes continues to focus on and do exactly what it is doing today. You can make small changes here and there, continue to develop new ideas and projects and continue to get what you've been getting. According to provincial forecasts, the population will grow to 91,000+ by 2031 and that population should support existing retail and tourism while other business sectors organically grow or shrink in isolation. The highway extension will open, small sub-divisions will keep builders occupied, the City of Kawartha Lakes will attract more of a commuter population and Boomers will continue to relocate here, taking up excess residential inventory and creating demand for new inventory which in turn will keep property values higher than they would be otherwise.

We believe this status quo approach may be attractive to some because it is the path of least resistance.

We also believe it is fraught with risk. As our base of business owners retire, where is the younger population waiting in the wings who will buy those businesses? As massive economic disruption happens without warning all over the world (which makes a tax base that is dependent on a few older industries and property values more vulnerable), will the City of

Kawartha Lakes be diverse enough and future-forward enough to adjust? Will a commuter population shop here or shop where they work? Will an increasingly large senior's population put too much strain on local healthcare and other services? Will our best and brightest young people continue to move away for their education and not return to live? Will other communities in Kawartha Lakes take brand ownership of all the attraction possibilities reflected in those two words?

And the largest question on our minds after completing the process steps prior to writing this plan: will the villages and neighbourhoods that comprise the City of Kawartha Lakes ever realize the genuine, scale-based benefits of the amalgamation for the first time? Or will the communities within the City of Kawartha Lakes (including Lindsay) continue to perceive bias and lack of progress on the municipal front?

A different path is our recommended choice. It is not the path of least resistance because it challenges the status quo. We do not believe simply doing what you're already doing (only more of it) will serve up a brighter future for the City of Kawartha Lakes. We disagree with the provincial population increase forecasts (90,000+ by 2031) as current numbers do not support it (already behind as per 2016 projection of 77,000+). We do not believe sticking with tried and true works in a period of disruption. And we doubt it will address the real challenge before the City of Kawartha Lakes.

Our most profound challenge is about people. The Vision of this strategy must focus on people.

The City of Kawartha Lakes is a city of villages, each with a distinct personality, that is connected by lakes and streams. This positioning appeals to people, both present and those we need to attract. It is unique. It is inclusive of the assets we must focus on and a platform for achieving our goals - primarily focused on attracting, retaining and mobilizing the human resources that will create businesses, employment and long-term stability:

- We need to bring our best and brightest home. We need younger families to make the City of Kawartha Lakes their first choice.
- We need to communicate externally in a way that generates preference for the City of Kawartha Lakes regardless of the audience, including people who already run businesses and live here. We need to position this community as unique, attractive and inspiring – for more than tourism and short visits. We need one message to inspire all.
- We need to upgrade our skills and our base of technically-educated entrepreneurs.
- We need young people to be able to energize communities, support culture and take over local businesses as the Boomer generation starts to step back.

- We need our public sector to work together and respect each other across departments so that all ships can rise. We need to focus on our economic development strengths by supporting growth sectors with integrated 360° services.
- The difference we can make could be profound. Younger families, newer businesses, newer technologies, engaged entrepreneurs: all creating ripples that impact job growth and tax base diversity.

## **The Economic Development Strategy is a succession plan for our economy.**

It is a strategy that is focused on gaining advantage (which is the only reason you undertake strategic planning). The path the City of Kawartha Lakes chooses should be purposeful and deliberate. It shouldn't only be about spending more to attract and support business – it should be about spending differently to drive better results. And it should all be focused on people – because the right mix of engaged people and human resourcefulness is what makes an economy work.

# THE STRATEGY PROCESS: PUBLIC / EXECUTIVE SUMMARY

The Economic Development Strategic Planning Process was undertaken in several phases. The first step was an Audit (Appendix B) conducted by Tenzing, that reviewed: the current City of Kawartha Lakes economic development programs; studies, strategies and policies that currently impact local programming; economic and demographic analysis and: incorporated our expertise in business support (Appendix B). A summary of that Audit is reproduced in part here as an important first step in understanding why we landed on the Strategy as proposed.

The second phase of the Economic Development Strategic Planning process was engaging with the local business community and general public. The direction formulated in the Audit was tested and shaped through these engagements. A summary of the input received is also shared in this document.

## **Audit Summary (Reproduced from May 2017)**

The City of Kawartha Lakes is a community of distinct neighbourhoods – lovely villages and towns in their own right, amalgamated together years ago to create scale and efficiency. Whether those gains have been realized or not isn't the focus of this Audit. By creating a comprehensive, integrated Economic Development Strategy, however, that scale and efficiency will be realized through every step of the journey.

One could look at the majority of rural and smaller communities in Ontario and expect to find the same basic economic conditions. And for the most part, these conditions have generally been caused by forces outside the control of any government; business sector disruption, global streamlining of entire industries, competitive and political pressure on all forms of manufacturing, the changing face of retail, technology, changing food preferences – every sector of every rural, small town economy is in play. This is a period of widespread renewal, most peer communities are in the same position and there are no silver bullets.

What also connects almost every rural community is the need to recognize the reality of demographics. Eighty-two percent of Canadians live in cities (major urban centres). This is the result of demographic compounding but also of a multi-generation migration (primarily a continuous youth brain drain) from rural areas to major urban centres, driven by employment opportunities, culture and the connection between major centres and new Canadians.



Though it sounds and feels harsh, what many rural communities are left with is less than optimal for growth and energized development (with technology replacing industry and relevant labour as the primary driver of economic well-being).

Slow population growth, aging workers, less relevant skills, the increasing reliance on public-sector employment and low-wage services employment growth all contribute to the malaise – and often, these are topics few want to tackle openly. This is especially true in Eastern Ontario as documented in the Report titled Eastern Ontario’s Economic Development Strategy (mdb – 2014).

The City of Kawartha Lakes is no different. The data supports this conclusion. Conversations between community business owners, staff and other community leaders support this conclusion (Economic Development Stakeholder Sessions, 2017). Regardless of highway expansion slated to open in 2020 (the impact of which will take years to unfold), we have flat to declining population growth and immediate challenges:

1. How to attract energized, skilled young families and an entrepreneurial culture (more than a bedroom community or a retirement villa and displaced workers from other rural regions). We need to become a preferred choice for a new generation.
2. Overcoming the friction created by a forced amalgamation of smaller villages and communities. We need to initiate a new, positive dialogue.
3. Lack of genuine brand differentiation (there are many other charming small towns in Ontario and the province is full of beautiful, fresh-water lakes).
4. The danger of becoming a bedroom community only (limiting tax base diversification, increasing home prices, etc.).
5. The Boomer succession dilemma; who is here to re-populate 50% or more of the small businesses and leadership positions over the next ten years as Boomers retire (finally).

As a result, and without needing to dive too deeply into population and employment data, one could safely conclude that the economic development challenge most pressing in the City of Kawartha Lakes is not business attraction first, but one of people attraction, mobilization and skills development. The work that needs to be done, if our assumptions are correct, is all about human resources.

Both opportunity and obstacles are mostly people-based (energized local business groups and chambers demonstrates the upside; the downside is captured in the stakeholder session feedback and supported by data about the talent shortage). Human resources issues impact economic development touch points across the spectrum:

- Reported challenges in municipal services (speed of service and approval processes).
- Motivating the owners of serviced industrial real estate.

# **APPENDIX 1**

Current State Audit & Positioning for Strategy Development

Submitted by Tenzing: May 15, 2017

# City of Kawartha Lakes Economic Development Current State Audit & Positioning for Strategy Development

"We used to create strategies to attract businesses that create the jobs that attract or keep people. In today's digital age, jobs are now increasingly likely to follow people as opposed to the other way around."

Janna Remes & Jonathan Woetzel McKinsey  
Report: Urban World Meeting The Demographic Challenge  
November 4, 2016 / ROB

FINAL  
MAY 15, 2017

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# WHAT IS A CURRENT STATE AUDIT?

The Current State Audit for the purposes of developing an economic strategy for The City of Kawartha Lakes is to create a blend of objective data review and subjective interpretation of CKL’s current readiness for economic development going forward. This is not The Strategy – it is simply an assessment, a starting point and an external point of view. Seizing the opportunities and addressing the challenges outlined in the Audit will form the basis of The Strategy.

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## OVERVIEW - TOP LINE SUMMARY

The City of Kawartha Lakes is a community of distinct neighbourhoods - lovely villages and towns in their own right, amalgamated together years ago to create scale and efficiency. Whether those gains have been realized or not isn't the focus of this Audit. It will, however, be included in the focus of the Economic Development Strategy that follows in June 2017.

One could look at the majority of rural and smaller communities in Ontario and expect to find the same basic economic conditions. And for the most part, these conditions have generally been caused by forces outside the control of any government; business sector disruption, global streamlining of entire industries, competitive and political pressure on all forms of manufacturing, the changing face of retail, technology, changing food preferences – every sector of every rural, smaller town economy is in play. This is a period of widespread renewal, most peer communities are in the same position and there are no silver bullets.

What also connects almost every rural community is the need to recognize the reality of demographics. Eighty-two percent of Canadians live in cities (major urban centres). This is the result of demographic compounding but also of a multi-generation migration (primarily a continuous youth brain drain) from rural areas to major urban centres (driven by employment opportunities, culture and the connection between major centres and new Canadians).

Though it sounds and feels harsh, what many rural communities are left with is less than optimal for growth and energized development (with technology replacing industry and relevant labour as the primary driver of economic well-being).

This is especially true in Eastern Ontario as reported in good detail in the Report titled Eastern Ontario's Economic Development Strategy (mdb - 2014). Slow population growth, aging workers, less relevant skills, the increasing reliance on public-sector employment and low-wage services employment growth all contribute to the malaise – and often, these are topics few want to tackle openly.

The City of Kawartha Lakes is no different. The data supports this conclusion (CKL specific data – see Appendix A). Conversations between community business owners, staff and other community leaders support this conclusion (Stakeholder Sessions, 2017). Regardless of highway expansion slated to open in 2020 (the impact of which will take years to unfold), we have flat to declining population growth and immediate challenges:

How to attract energized, skilled young families and an entrepreneurial culture (more than a bedroom community or a retirement villa and displaced workers from other rural regions). We need to become a preferred choice for a new generation.

1. Overcoming the friction created by a forced amalgamation of smaller villages and communities. We need to initiate a new, positive dialogue.
2. Lack of genuine brand differentiation (there are many other charming small towns in Ontario and the province is full of beautiful, fresh- water lakes).
3. The danger of becoming a bedroom community only (limiting tax base diversification, increasing home prices, etc.).
4. The Boomer succession dilemma; who is here to re-populate 50% or more of the small businesses and leadership positions over the next ten years as Boomers retire (finally).

As a result, and without needing to dive too deeply into population and employment data, one could safely conclude that the Economic Development challenge most pressing in the City of Kawartha Lakes (CKL) is not business attraction first, but one of people attraction, mobilization and skills development. The work that needs to be done, if our assumptions are correct, is all about human resources. As noted on the cover of this Report, jobs follow people, not necessarily the other way around.

As reported further along in the audit, both opportunity and obstacles are mostly people-based (Impact 32 is an example of a win and stakeholder comments / data about the talent shortage comprise the downside). Human resources development impacts economic development touch points across the spectrum:

- Reported challenges in municipal services (speed of service and approval processes).
- Motivating the owners of serviced yet vacant industrial real estate.
- The types of businesses attracted to CKL business starter programs (good numbers but lower-value businesses).
- Dependence on public sector (employment and heroics) in too many areas of the economy.

On the other hand, what's encouraging at this early stage is more than enough to suggest that energizing the local economy for the long term is a reasonable goal.

- Support of the local business community in (Business Retention, Expansion & Youth Report).

- Elected officials are supportive.
- Economic development portfolios are integrated and already focused on some of the growth opportunities (Agri-production, Tourism, Culture). This means there is a template for engagement and success.
- Unique assets (waterways, a 'city of farms', market proximity, costs of land / business operations, several growing employers).

What Tenzing learned as we went through the materials that were supplied and the discussions that ensued through the top-line audit process is that The City of Kawartha Lakes needs a talent transfusion more than anything else (attracting the right people and firing up those who already reside in your communities). To achieve that, we need to create a Vision of the opportunity that exists in CKL that aligns with our elected government, that connects all the individual efforts and that is attractive to the target audience most likely to want to set up a new life in Kawartha Lakes.

## KICK-OFF MEETING REVIEW

The CKL ED team and Tenzing gathered for a two-hour kick-off meeting in November 2016 and a lively discussion focused on practical realities ensued. Right from the start, we were encouraged by the team's ability to get to the facts of the current situation.

The Billboard test (team perceptions of what makes CKL attractive to prospective businesses and entrepreneurs) was fairly consistent around elements of lifestyle (water, cost of living, small town); the consistency is a good starting point and will inform the strategy we adopt further into the development process. Much of the 'team creative' was focused on bringing alumni back to The City (defined as younger people who have moved away from the region). The ED team was aligned around re-connecting with a younger adult audience that had left The City (education, exploring the world) but who might be predisposed to coming back.

Key meeting points:

- The past is full of baggage that must be dealt with (either in the character of what we do or by making positive changes and progress more obvious). There needs to be a line drawn between the past and the future. Baggage includes: amalgamation, taxes, tilt to Lindsay, vacant serviced land, municipal services culture and responsiveness, lack of broadband, action plan implementation, stakeholder fatigue due to over-surveying, lack of meaningful secondary employment, seasonal-only tourism (actual versus desirable), insular municipal departments, brand and brand awareness, retail and services that do not align with attracting younger, energized families, etc. That is a very long list. In our notes, the very last point of the conversation was focused on attracting the right talent. We see that as the imperative.
- There is positive buzz around programs and successes in heritage / culture and longer-running successes among the agricultural community. These are important pillars for building our own best practices.
- From a competitive stand-point, the team provided a long list of communities that are doing economic development well. The majority of examples (Norfolk, Caledon, Bruce, PEC, Kingston, St. Thomas, KW, etc.) either have extremely strong legacy clusters or have embarked on significant brand/positioning initiatives. CKL lacks elements of both building blocks.
- Communicating progress and success to all stakeholders is a gap that can be easily closed (and must be closed). We need to do a better job of telling important influencers that we're doing a better job.



The team commented on establishing 'real' objectives for this project and the list is extensive though not totally inconsistent with the objectives as stated in the RFP.

- Bring youth back
- Define what the ED department does for the community
- Align an Economic Development Vision with Council's Vision and create language specific to talent attraction
- Identify metrics that we can track / are meaningful

**\*Vision** – the CKL Vision as documented in the 2016–2019 Strategic Plan may not be aligned with the Mission as documented in the same summary. A Vision is an aspirational Vision (what we'll become) – a Mission is how you get there. We doubt revisiting this is a prudent idea, but understanding the disconnect is important.

## **APPENDIX 2**

Economic Development Strategy Public Survey

2017

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# Economic Development Strategy Public Survey

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City of Kawartha Lakes

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Economic Development Division

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## Background

The City of Kawartha Lakes conducted a general survey for input to the Economic Development Strategy. The survey was open to the public between April 7 and April 26, 2017. A total of 292 responses were received.

The survey was available online at [www.advantagekawarthalakes.ca](http://www.advantagekawarthalakes.ca) and [www.city.kawarthalakes.on.ca](http://www.city.kawarthalakes.on.ca). The survey was promoted in the April Economic Development Newsletter (approximately 1,000 circulation), the City of Kawartha Lakes Facebook page (boosted), @KL\_LifeBalanced Economic Development Twitter account, and through email distributions of the local Chambers of Commerce and the Lindsay BIA. The survey was also promoted in print in the local newspaper and paper copies were available at Municipal Service Centres.

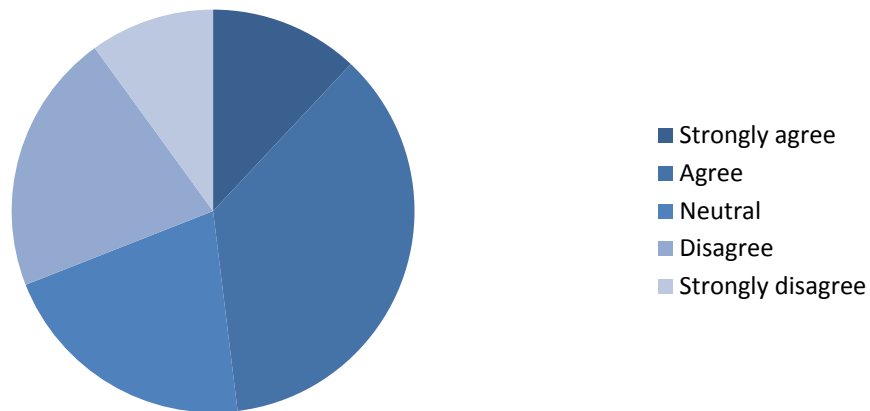
The survey had a total of 15 questions. The questions included both demographic information and input on perceptions of growing the Kawartha Lakes Economy.

Findings from the survey will be incorporated in the City of Kawartha Lakes Economic Development Strategy, Phase 2 Consultations.

## Summary of Results

### Question 1:

Figure 1: Over the next 5 years, I feel the City of Kawartha Lakes will grow and prosper



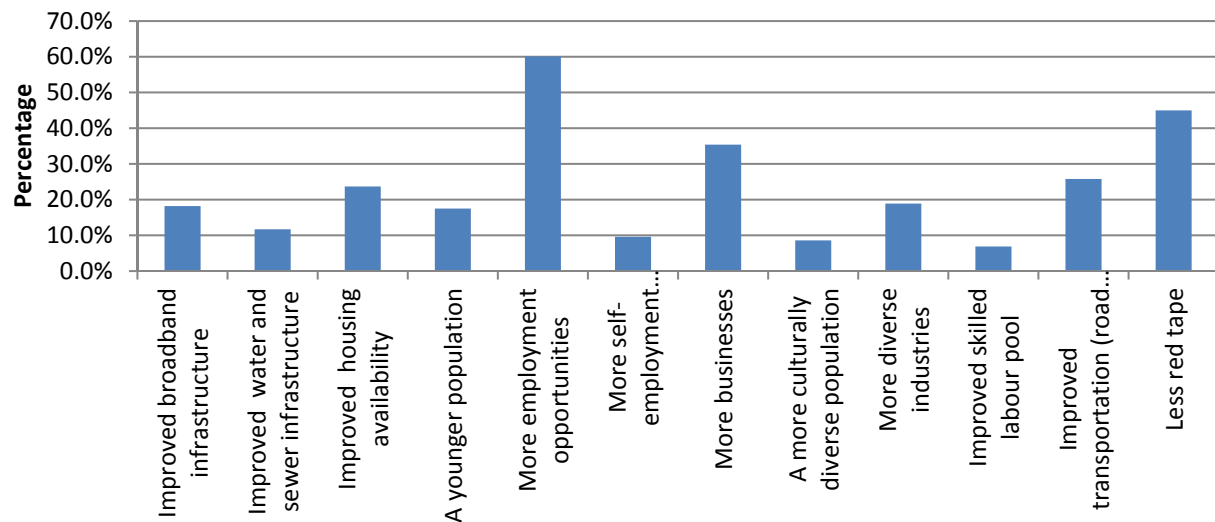
Answer Options	Response Percent	Response Count
Strongly agree	12.0%	35
Agree	36.1%	105
Neutral	21.0%	61
Disagree	21.0%	61
Strongly disagree	10.0%	29
answered question		291
skipped question		1

**Question 2: What are the two most important economic opportunities in the City of Kawartha Lakes today?**

Category of Comments	Response count
Business investment/ diversification	125
tourism	116
Housing	33
Population increase	28
Community	27
Infrastructure development	27
Jobs	26
Agriculture	26
Red Tape	19
Arts + Culture	11
Development	11
Grand Total	449

### Question 3:

**Figure 2: From the following list, what 3 opportunities would have the most positive impact on the economic prosperity of the City of Kawartha Lakes?**

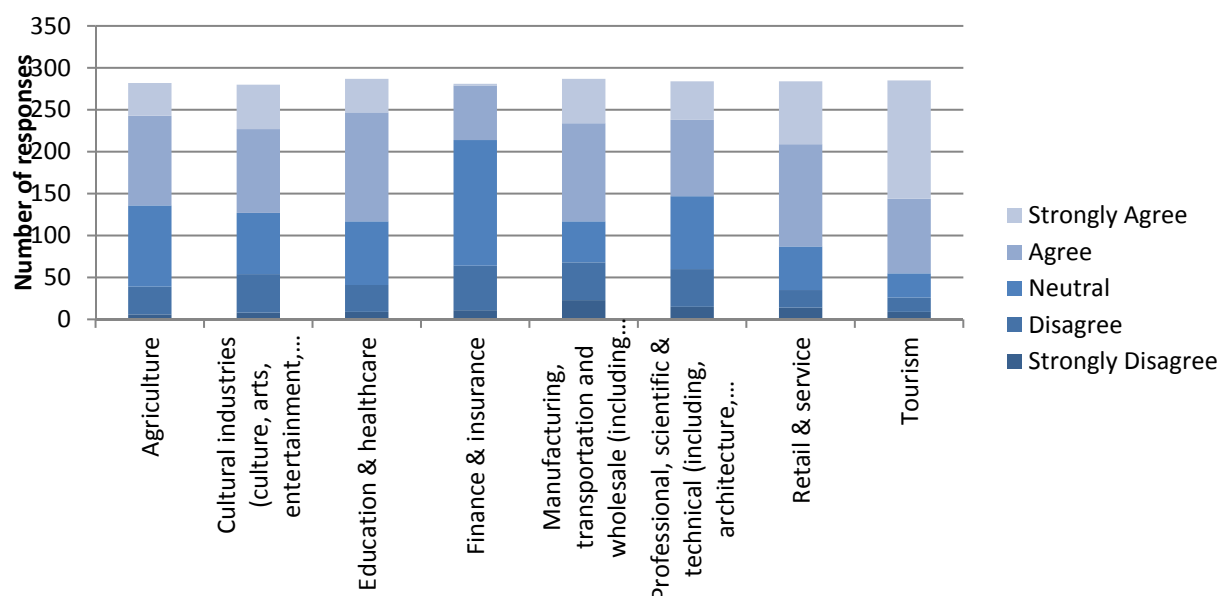


Answer Options	Response Percent	Response Count
Improved broadband infrastructure	18.2%	53
Improved water and sewer infrastructure	11.7%	34
Improved housing availability	23.7%	69
A younger population	17.5%	51
More employment opportunities	60.1%	175
More self-employment opportunities	9.6%	28
More businesses	35.4%	103
A more culturally diverse population	8.6%	25
More diverse industries	18.9%	55
Improved skilled labour pool	6.9%	20
Improved transportation (road & highway Infrastructure)	25.8%	75
Less red tape	45.0%	131
Other (please specify)		43

answered question	291
skipped question	1

#### Question 4:

Figure 3: For the following sectors, do you agree with this statement “The \_\_\_\_\_ sector has the greatest opportunity for economic growth in the City of Kawartha Lakes?”



Answer Options	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Response Count
Agriculture	39	107	97	33	6	282
Cultural industries (culture, arts, entertainment, recreation)	53	100	73	46	8	280
Education & healthcare	40	130	76	32	9	287
Finance & insurance	2	65	150	53	11	281
Manufacturing, transportation and wholesale (including food processing etc.)	53	117	49	45	23	287
Professional, scientific & technical (including,	46	91	87	45	15	284



architecture, information technology, engineering etc.)						
Retail & service	75	122	52	21	14	284
Tourism	141	89	29	17	9	285
Other (please specify)						30
answered question						292
skipped question						0

**Question 5: what do you think makes the City of Kawartha Lakes unique when compared to other rural communities?**

Answered: 245 Skipped: 47

Development Size Cottage Country Poor  
 Services Grow Recreation Strong Beautiful  
 Red Tape Rural Landscape Community  
 Trent Severn Waterway Lakes Culture  
 Proximity History Water Trent System  
 Tourism Little Small Town Walmart Access  
 Welfare Makes

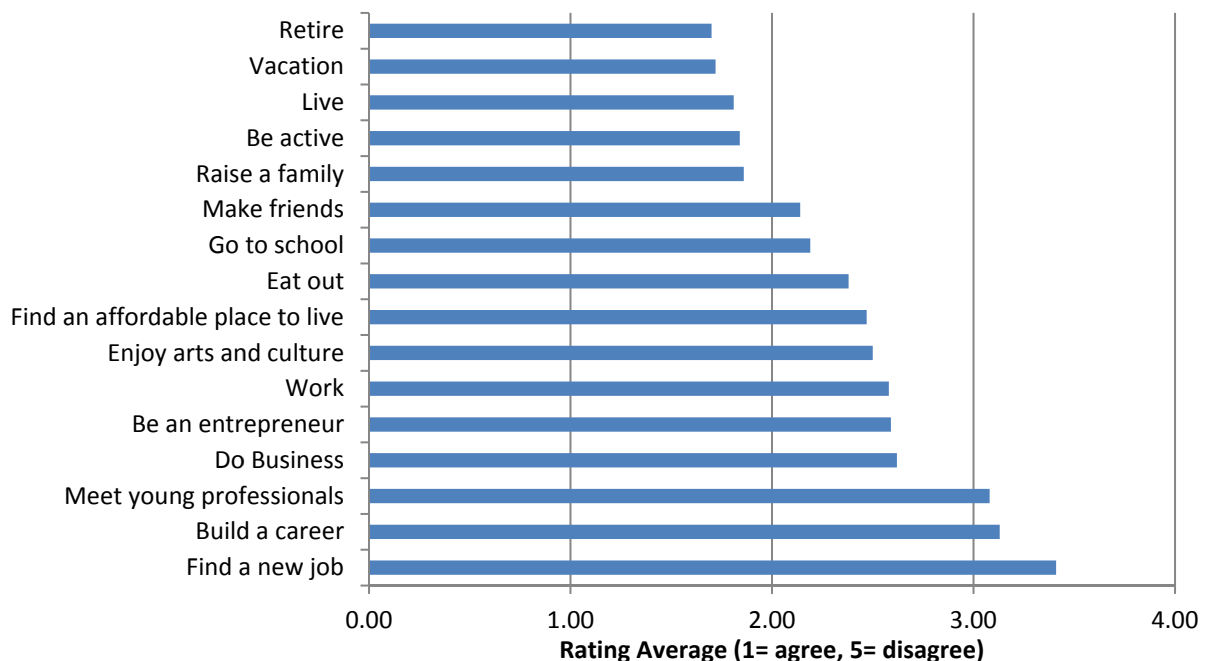
**Question 6: what words would you use to describe Kawartha Lakes to someone who has never been here (1-2 words)?**

Answered: 254 Skipped: 38

Quaint Lots Live Employment Retirement Affordable  
 Welcoming Relaxed Community  
 Picturesque Town Quiet Friendly Rural  
 Beautiful Big Natural Potential Lakes  
 FRESH Cottage Country Conservative Place Stuck  
 Expensive Depressed

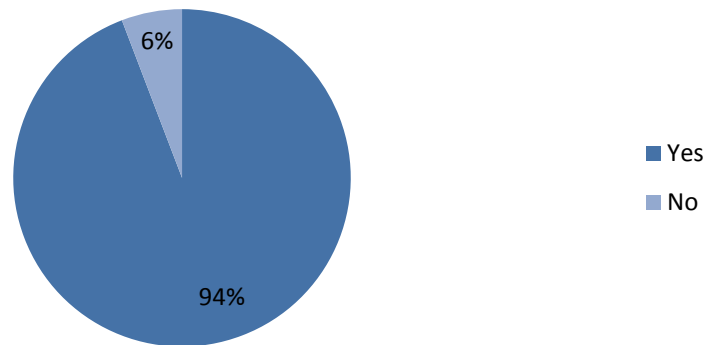
### Question 7

Figure 4: Do you agree with the following statement "The City of Kawartha lakes is a good place to



## Question 8

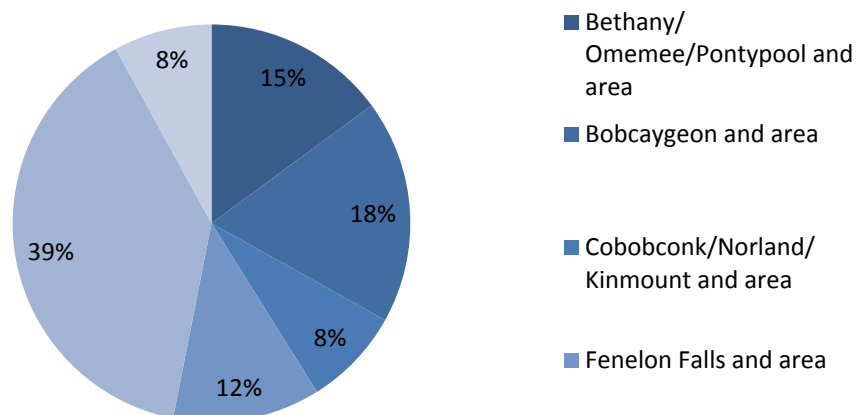
Figure 5: Do you live year round in the City of Kawartha Lakes?



Answer Options	Response Percent	Response Count
Yes	94.2%	274
No	5.8%	17
answered question		291
skipped question		1

## Question 9

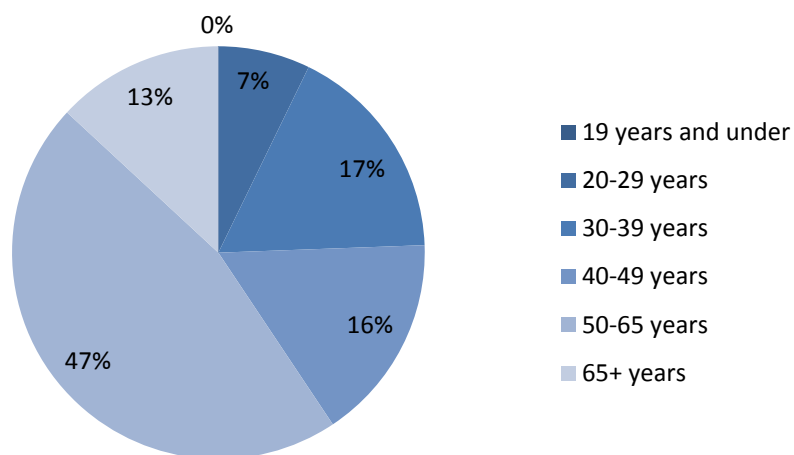
Figure 6: If you answered yes to the previous question, where do you live?



Answer Options	Response Percent	Response Count
Bethany/ Omemee/Pontypool and area	14.9%	41
Bobcaygeon and area	18.2%	50
Cobobconk/Norland/ Kinmount and area	8.0%	22
Fenelon Falls and area	12.0%	33
Lindsay	38.9%	107
Little Britain/ Oakwood/ Woodville/ Kirkfield and area	8.0%	22
answered question		275
skipped question		17

## Question 10

Figure 7: What is your age?

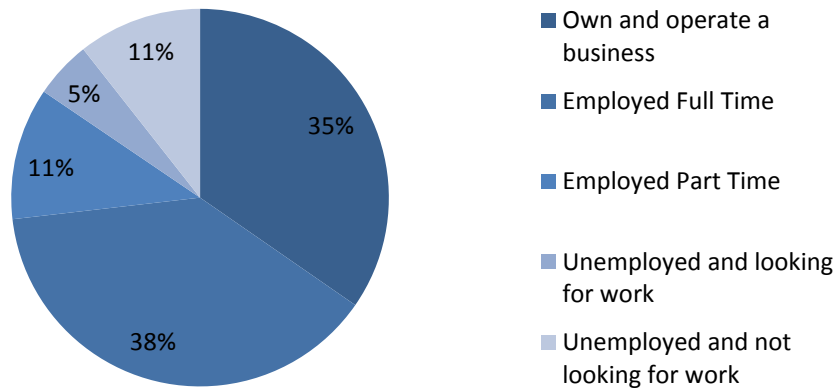


Answer Options	Response Percent	Response Count
19 years and under	0.0%	0
20-29 years	7.2%	21
30-39 years	17.2%	50

40-49 years	16.2%	47
50-65 years	46.2%	134
65+ years	13.1%	38
answered question		290
skipped question		2

## Question 11

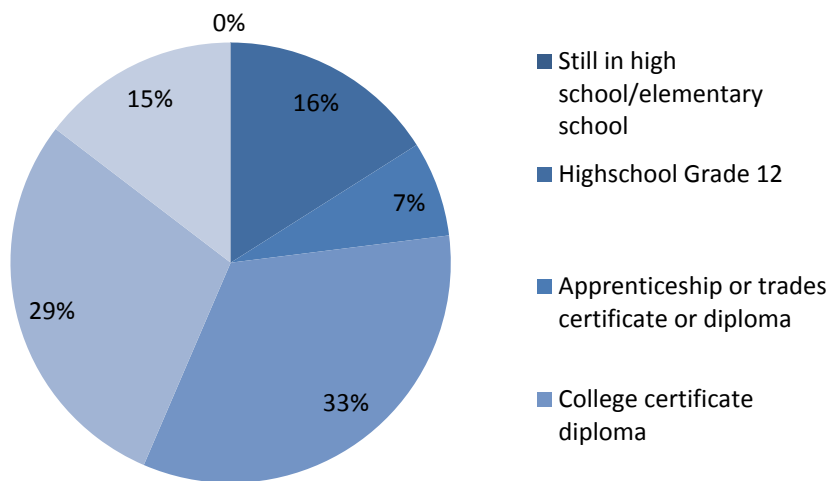
Figure 8: What best describes your current employment status?



Answer Options	Response Percent	Response Count
Own and operate a business	34.6%	98
Employed Full Time	38.5%	109
Employed Part Time	11.3%	32
Unemployed and looking for work	4.9%	14
Unemployed and not looking for work	10.6%	30
answered question		283
skipped question		9

## Question 12

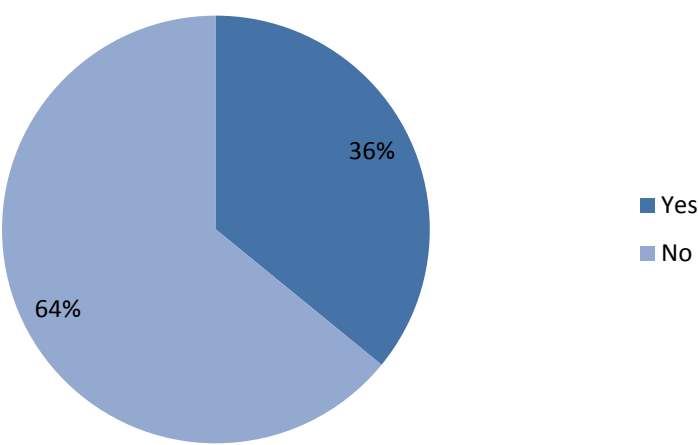
Figure 9: What is your highest level of formal education?



Answer Options	Response Percent	Response Count
Still in high school/elementary school	0.0%	0
Highschool Grade 12	16.0%	46
Apprenticeship or trades certificate or diploma	7.0%	20
College certificate diploma	33.4%	96
University certificate, degree or diploma	28.9%	83
University above bachelor level	14.6%	42
answered question		287
skipped question		5

Question 13

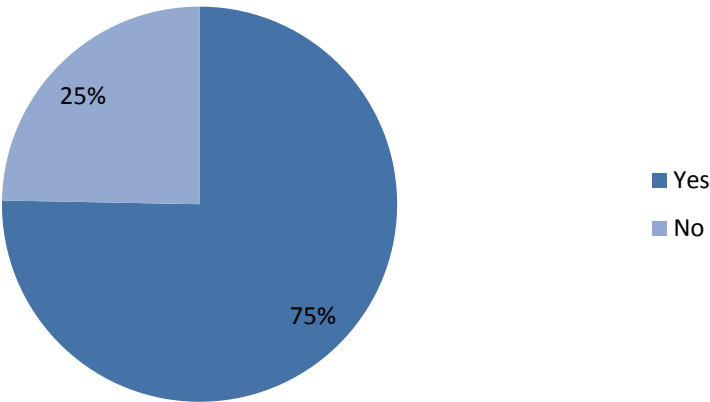
Figure 10: Did you grow up within the current City of Kawartha Lakes boundary?



Answer Options	Response Percent	Response Count
Yes	35.9%	104
No	64.1%	186
answered question		290
skipped question		2

**Question 14: Did you move (or come back) to the City of Kawartha Lakes from somewhere else?**

Figure 11: Did you move (or come back) to the City of Kawartha Lakes from somewhere else ?

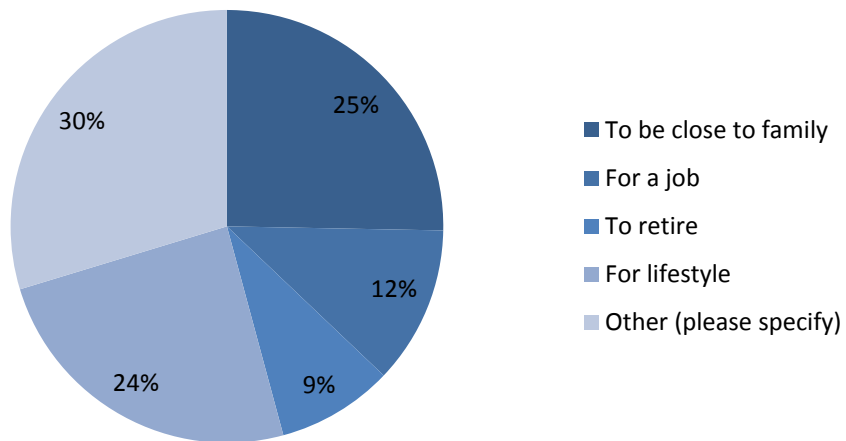


Answer Options	Response Percent	Response Count
Yes	75.3%	219
No	24.7%	72
answered question		291
skipped question		1



### Question 15:

Figure 12: If yes, why did you move to Kawartha Lakes?



Answer Options	Response Percent	Response Count
To be close to family	25.3%	58
For a job	11.8%	27
To retire	8.7%	20
For lifestyle	24.5%	56
Other (please specify)	29.7%	68
answered question		229
skipped question		63

## Appendix

### Question 2: What are the two most important economic opportunities in the City of Kawartha Lakes today?

Grouping	Statement
Agriculture	Agriculture (14)
	agriculture and environment technology education
	Agritourism
	farmers' markets
	Farming (2)
	marketing local farm products
	non-water agro and history tourism
	Organic/ sustainable (4)
	Strong farming sector
Arts + Culture	Arts & Culture
	arts & heritage events & businesses
	Arts or Cultural based attractions such as festivals
	Arts/Heritage
	Culture (2)
	culture arts & entertainment
	Experiential opportunities in region with rich historical offerings
	Heritage and Culture
	Heritage/arts tourism
Business investment/ diversification	the arts
	Business growth.
	a University and trade school

aggregate supply
Agricultural technology development
Agro/food processing
all job growth-- department stores ie Walmart
Attract high tech computer and biotech companies
Attract industry through tax and land incentives
Attract manufacturing jobs
attract more new employers the city (2)
attracting business to CKL (and not just low paying service jobs)
Attraction of large scale agricultural manufacturing or manufacturing in general
Bring in new business (7) and industry (11)
bring in Walmart (10)and Home Depot (3)
bringing jobs into the east end,manufacturing,industrial
Business
Business Development
business sector
Businesses and activities for young families
Businesses want to move here
Clean Tech
Cleaning up downtown
CONFERENCE CENTRE
Encourage growth/development/innovation in strength sectors instead of trying to develop weaker sectors
environment and natural resources

Expansion for industrial markets with competitive real estate incentive, competitive housing prices to enable relocation.
food industry
Funeral homes
Getting more factories to come
Green Energy (4)
Helping existing businesses expand and thrive.
Higher Learning educational institutions are a great fit for the area too
Industry/commercial growth
Its proximity to Toronto and affordable housing makes it a attractive location for IT companies to set up greenfield campus
Keeping the money in the city....too many people are leaving to shop
Larger Retail Stores
Lindsay Exhibition
Local business support
Local education opportunities which serve diverse educational needs
manufacturing (10)
More big businesses
New business startups
Partnerships with Fleming College and resulting environmental development impact
Promoting local business
Quarries
Restaurants (3) (dine in Montana's, Jack Astor etc) and

	Farmers Market
	Retail (12) business, expansion, growth, box store
	Self entrepreneur
	service (4)
	Service for tourism, retirement community
	Small business(8) development, growth, opportunities
	Small, Medium company expansion
	Soliciting companies to settle in the CKL on the basis of lifestyle in the area.
	The Creative Economy
	Trades
	vacant buildings available for new businesses
	Walmart to create minimum wage jobs
	We have many small businesses here, and I'm sure more would be willing to come if the right measures were put in place
	Work from home offices, particularly those who are presently seasonal who can move
Community	Coboconk
	Creating a community where young people want to live
	Creating community-based health services for all to reduce hospital stay for those that don't need the care but the lack of community support keeps them there. such as people waiting nursing home. Would create jobs as well
	development in the smaller areas such as Omemee
	Developing facilities for Senior Citizens
	Development of demographic specific activities - what exactly is the demographic breakdown for the areas that bring the most tax revenue? LAKE front. Mostly retirees or soon to be retirees. But there is nothing going on - we are

	losing people to communities such as Collingwood
	Health and fitness
	Health care
	Ice Rink
	Improving healthcare
	Not larger, but better involvement from the government branches in relation to schooling; this in order to enable the youth of the Kawarthas to want to return after recovering an education in post graduate schooling elsewhere.
	Nursing homes
	Poverty support/charities
	Recreation
	SENIOR DIRECTED INITIATIVES
	Senior/retirement services/activities(including shopping) (2)
	seniors (4) retiring
	Services appropriate to those moving from GTA
	Services supporting the expected population growth
	Servicing baby boomers
	Support
	The Jail which brings more criminals and their welfare familieswho stay and destroy our town
	Welfare
Development	Construction (3)/Development (2)
	Managed growth in both business sectors and housing
	Real Estate (5) Development

	Real Estate/Retirement Community Development
	We must encourage development in communities other than Lindsay. In cases where development is shovel ready but for one reason or another developers have abandoned projects we must advertise that these sites are available and ready to move forward.
Housing	Affordable housing (3) for the gta
	anything tied to housing and residential needs
	Building new homes (4)
	Housing (14) Development, redevelopment, moving from GTA
	housing in Bobcaygeon
	Housing market/ bedroom community
	Housing prices
	Low income housing
	Movement from Toronto for affordable living.
	Residency
	Residential services and development (2)
	Retirement housing competitive price advantage
	Rising housing costs
	toronto's sprawl ... outrageous t.o. real estate prices are forcing folks to live a little further out than they would like and commute daily to the GTA. These are often professional people with good paying jobs.
Infrastructure development	4 laning of hwy 35 south - speed up to 100km/h
	407 expansion (6) could bring more families to Kawartha Lakes, reaching 115
	available land
	Expanding infrastructure

	Getting to GO routes to extend to Lindsay
	Hydro one
	Improving broadband infrastructure will help create more employment opportunities, tech companies can set up anywhere now
	Improving the quality and coverage of high-speed Internet access
	infrastructure (2)
	Infrastructure outside of LINDSAY
	Inner city cycling routes.
	Land
	Land development - farming , residents
	Making it easier to commute to Peterborough, oshawa, etc. (GO Bus etc.)
	Need to improve transit and roads to make the city accessible
	recycle
	Regional cycling routes.
	Road Repair Companies
	Road repairs
	Roads just have to be done especially in towns and villages quit
	Transportation
Jobs	Better paying jobs
	Employment (8) creation
	Job (10) Creation (incl. construction devel. Retail)
	more businesses to employ people
	more opportunities for self employment



	supports to get jobs in the area
	there is a ton of opportunity to develop and create jobs that is Not being used at all
	utilize vacant factories with real paying jobs
Population increase	a fast growing community
	A younger population
	attracting more GTA families and business in light high costs Toronto
	Available growth
	emerging ... a shift in demographics. Millennials are now the biggest demographic in the workforce, recently surpassing the baby boomers. This demographic shift comes also with a shift in general ethics, morals and purchasing power (ie millennials are much more in tune to environmental issues)
	Gear to younger people
	High cost of living/business in the GTA.
	People moving out of GTA
	people relocating from the GTA
	People want to move here
	Population Growth
	Residents who work from home/cottage
	restaurant and supports for increased population
Red Tape	retirees (14) moving from toronto and sounding areas, retirement village, services
	Should have more business-younger people would stay
	allowing businesses to grow and expand would help
	Allowing development and construction
	Allowing in big box stores (4)

	Allowing new businesses and retail to create jobs
	Are there really any, with taxes and water rates so high.
	be more friendly to potential employers
	business (but not with the current amount of red tape and the lack of desire to help new or exciting businesses expand)
	communication
	issuing building permits fo housing and commerce
	keeping taxes low (2)
	need a culture shift when it comes to development
	Provide incentives and streamline action to attract business.
	relax some rules for small businesses
	The City of Kawartha Lakes needs to shop local
	there are none,this city is closed for development
tourism	Atv trail
	boating and fishing activities
	Cultural Tourism (2)
	development of Arts, Cutlure based tourism (2)
	downtowns (2) hosting events
	entertainment
	environmental (3) tourism/ recreation
	Fishing and boating activities
	food service and lodging
	Improving shopping
	Leisure and hospitality
	making tourism a year round location here

	More shopping malls
	new retail stores for shopping choice and jobs
	Places to shop to keep people in town instead of taking the money to other communities and supporting locally.
	Promoting tourism
	recreation and tourism (2)
	seasonal residents
	Seasonal tourism related to the trent-severn waterway
	service to tourists
	Shopping in town (2) specialty
	Should allow the atv's to go thru - they'd spend money
	Strong tourism sector
	summer tourism in the trent system ouside Lindsay proper
	The Lakes (2)
	There is an opportunity to work with the TSW to capitalize on docking space and create and expand the experience for boaters.
	things for people to do..restaurants,social gathering areas for 35 age plus
	Tourism (67)
	Tourism and other seasonal services (2)
	Tourism Attractions, activities, development (3)
	tourism-not yet realized to its full potential
	tourist infrastructure eg. boat ramps
	Tourists (3)
	Trent River System and Tourism
	Undeveloped riverfront boardwalk and commercial area

	on East Bank north of Wellington Street bridge
	waterfront
	Waterfront related commerce

### Question 3

Additional Comments (as received):

enlarge transit e.g. Springdale Gardens

Better access to capital for new ventures and expansion of existing businesses

Rural route bus

realizing we are not a retirement community and being more open minded about tourism promotion snowmobile trails for one

Improved health care. Many services have been taken from the hospital and people now have more reason so to go to city. While out of the area they also shop and eat.

More accessible public services to keep residents in town

Businesses close so early and not available on holidays, hence frustrating for visitors

Abc

power tripping of municipal personnel, of COKL.

You can't support the other opportunities with out businesses paying taxes. A municipality will never succeed if your only tax residents.

Quit taxing the little guy on nickel and dime issues , take control of administration

Capabilities to hook up to Natural gas would increase population in rural communitiespulation in many areas

huge tax breaks and land offers for industry to relocate here

Rural transportation

If you build a bike route infrastructure most of the items above will improve.

Improved services for healthy SENIORS

whether true or not keep hearing about planning and building issues that slow down new business expansion here

Bring Walmart or a department store. Driving to Peterborough to find children's clothes and

housewares (linens) is frustrating

Social enterprise

be more business friendly. staff is too confrontational

More French Immersion options for rural areas without an hour + long bus ride to get there

support for arts & culture in CKL

Larger population in general

better well paying jobs

Tourism

More affordable housing (tiny homes)

need store like walmart

Transportation between the larger populations within CKL

Its hard to pick 3. Improved transportation would include GETTING A GO TRANSIT STOP

Need to start bringing business to the north!

Less red tape creates incentive for business and business creates jobs and people will move close to opportunity

a more positive attitude toward the business that is already in the City

lower taxes

focus on Senior population - they have disposal income

Better and More public transit

Airport availability for small business support

For transportation looking at bus service to and from Oshawa

Less red tape when wanting to sever land or build a house. Less cost when it comes to building permits.

As related above, the lack of business for both skilled and unskilled labour is detrimental to the Kawarthas. That is, there need be corporate appeal to have business in the Kawarthas.

Go buses that come and go to Lindsay from Toronto, Ptbo

All departments of the City need to be consumer friendly. They are working for the residents, not the other way around.

A LOT less red tape

Improvement of culture, heritage, museums, galleries, etc

#### **Question 4**

##### **Additional Comments**

Please note that my responses are in terms of potential, not our current reality!

Home/cottage renovation, elder care services

Employment for youth & less educated

Home-based business / self-employment

Do something with the Fleetwood plant please.

Trades if we make it more inviting to build housing and industry

Quarries

would be a great place to set up research facilities

Housing/Construction

Organic agriculture/niche products

If you build cycling infrastructure tourism will really improve.

Im in Retail ... Its unlikely small businesses will compete with the Internet and Big Box stores

Quality Retirement engagement

Education and health care should not be paired up. With the demographics we currently have healthcare is a greater need (although it is subpar) My family still does not have a Dr. And the hospital is currently only a people go to die from my experience. But there is incredible potential.

All retail and services are online

Why would any business come here? Taxes are high, so is water, building permits are expensive too?

Niche agriculture

Retail hours must be extended for the busy season

health and elder care

The whole town is dieing a slow death because we all have to leave town for most retail stores and jobs. While we are in other towns, we leave lol s of money in other communities that have what we want. When I first moved to Lindsay over 30 years ago, it was a thriving little town. All of the red tape has killed almost all industries taking away our jobs and our convenience to shop locally.

Just stop the negativity that is inherited and start talking possibilities

What about bringing more Colleges/University like Durham College

Housing and Construction

Part of service and tourism. Resturants and Overnight accommodation industry (resorts, inns close to the lakes)

ecotourism

Growth limited by red tape and development fees, taxes and slowness to respond to opportunities

Cottage Industry

Construction

municipal government will increase

New business incubators

## Question 7

### Additional comments

Please note that I WANT the City to be a good place to raise a family, but it's not quite there yet (not enough to attract young/growing families to the area, which is why school enrollment keeps dropping).

Play music, golf, get involved... or not.

NOTE: affordable place to live is different for each individual.

It's a good place to live in if you want to have access to Toronto. The access to the city, however, is very limited for anyone who does not want to drive there.

Relax and enjoy

I have grown up here. I went to school here, worked here, and lived here. I have watched the good jobs shut down, specialists for hospital not be replaced, stores where families shop for

clothes and towels close down, parks where pictures could be taken turn to weeds. Now our town has the most fast food stores, restaurants, Tim Hortons with minimum wage jobs and welfare and obesity. Sad!

At one time I thought it would be great for retirement but after 11 years here we have decided to live elsewhere when we retire

Fish

Excellent corrections facility

NORLAND SERIOUSLY NEEDS GARBAGE CANS. PLEASE!!

Volunteer

It's a tough place to do business, many retirees are willing to do odd jobs under the table, businesses are impacted by snow birds and cottagers in the winter.

I think people in this town want to see big box retailers and chain restaurants. Being an entrepreneur of a franchise yes but I feel like mom and pop shops struggle.

I have lived here my entire life of 45 years. My parents both were born & raised in Lindsay. They were on the affordable housing list and died before ever finding affordable housing!! Sad to say

Customer service training is badly needed in service industry

This is a close knit community but they are not welcoming to new people. The taxes are very high and the cost of water and sewer is extremely high. The residents are utility poor. It is hard to support local business when your utility bills take most of your take home income.

Tough to find a good paying job in Kawartha lakes. Most of the young people in my area do not stay in the area to find good paying jobs.

Practice your faith

visit, shop, be in touch with nature (explore),

Raise a family if you have work nearby



# APPENDIX 3

Situational Analysis

2017

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# Situational Analysis

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City of Kawartha  
Lakes

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Economic Development  
Division

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## Data Sources & Accuracy

This Analysis has been compiled utilizing both primary sources of information as well as demographic models. In an ideal world, we would have access to the 2016 Canadian Census, however because the information has not been released to date the most recent primary sources we have available is the 2011 National Household Survey. For comparison purposes, we have also utilized information from the 2006 Canadian Census of Population.

To bridge the gap, we have employed two sources of modeled information, EMSI Canada Data (2016.3) and SuperDemographics 2016. These are highlighted here:

### *SuperDemographics 2016 from Manifold Data Mining Inc.*

*Manifold Data Mining Inc., is a Canadian company specialized in providing demographic and consumer spending information. SuperDemographics 2016 is compiled from: Census from Statistics Canada, Citizenship and Immigration Canada, Health Canada, Industry Canada, Bank of Canada, Real Estate Boards and Companies, Provincial Ministries of Health, Numeris Canada and Manifold proprietary databases.*

### *EMSI Canada Data (2016.3)*

*Through the Ontario Ministry of Agriculture, Food and Rural Affairs, the City of Kawartha Lakes has access to a powerful demographic tool, ANALYST. This tool is provided by EMSI Canada and provides demographic modeling utilizing the following factors: Canadian Business Patterns (CBP), National Household Survey 2011, Census 2006, Census 2001, Survey of Employment, Payrolls and Hours (SEPH), Labour Force Survey (LFS), Canadian Occupational Projection System (COPS), Demographics, Postsecondary Student Information System (PSIS).*

Although we have made every effort to minimize errors in data it should be noted that there is some variance between our sources, this is due to the fact that they employ different algorithms when calculating their information. As an example, as an example the SuperDemographics dataset indicates that Kawartha Lakes' population is 73,886 for 2016, the EMSI dataset indicates that Kawartha Lakes' population is 75,848 and the official 2016 Canadian census indicates that our population is 75,423. Where ever possible we have used the most up to date information.

## Kawartha Lakes at a Glance

The City of Kawartha Lakes is located on the north-east boundary of the Greater Toronto Area. Kawartha Lakes is set amidst 250 lakes, 9,570 acres of forests and over 400,000 acres of rural farmland.

The 2016 Canadian Census rates our population is 75,423 and grew from 73,219 in 2011. Kawartha Lakes' median age is 50.5 years and its average age is 46.5 years.

Some of Kawartha Lakes' most competitive industries include metalworking machinery manufacturing; farming and employment services. Over the last 5 years, these industries have also been some of our fastest growing industries.



As a percentage of its population, when comparing the City of Kawartha Lakes and the Province of Ontario, there are more Kawartha Lakes residents working in each of the following occupational fields:

- natural resources, agriculture and related production occupations;
- trades, transport and equipment operators and related occupations;
- occupations in education, law and social community and government services;
- health occupations; and,
- management occupations.

Kawartha Lakes is a great location for businesses in manufacturing due to our proximity to border crossings and major cities. This can be seen below:

**Table 1: Distance from Major Cities and Border Crossings to City of Kawartha Lakes**

From	To Central City of Kawartha Lakes		
	Est. Distance (km)	Est. Distance (miles)	Est. Driving Time
<b>Boston, MA</b>	905	560	9 hrs
<b>New York, NY</b>	870	540	8 hrs 30 m
<b>Montreal, QC</b>	512	318	6 hrs
<b>Windsor, ON</b>	490	305	5 hrs 45 min
<b>Niagara Falls, ON</b>	260	162	3 hrs 15 min
<b>Gananoque, ON</b>	220	137	2 hrs 45 min
<b>Toronto, ON</b>	131	81	1 hrs 30 m

Kawartha Lakes is a spectacular and naturally beautiful destination enjoyed by tourists and locals alike. The distinct communities along the Trent-Severn Waterway showcase the best in small town shopping with one-of-a-kind shops and boutiques, fabulous places to eat and charming inns and resorts. Kawartha Lakes is an ideal destination for year-round outdoor activities and family outings within Ontario.

The Ontario Ministry of Tourism Culture and Sport releases annual tourism statistics for the City of Kawartha Lakes. Key takeaways from this document are highlighted in Table 2: *Tourism Metrics (2014)*

**Table 2: Tourism Metrics (2014)**

Metrics	Total	Canada	Ontario	Other Canada
<b>Total Visits</b>				
<b>Total Person Visits (Weighted)</b>	1,478,759	1,478,759	1,470,826	7,932
<b>Length of Stay (Person Visits)</b>				
<b>Overnight</b>	749,078	749,078	742,119	6,959
<b>Same-Day</b>	729,681	729,681	728,708	973
<b>Number of Nights</b>				
<b>Average nights of total visits</b>	1.2	1.2	1.2	7.7
<b>Average nights of overnight visits</b>	2.3	2.3	2.3	8.8
<b>Household/Party Size and Composition</b>				
<b>Party with adult(s) only (%)</b>	78%	78%	78%	90%
<b>Party with children (%)</b>	22%	22%	22%	10%
<b>Gender of Respondents (Person Visits)</b>				
<b>Male</b>	685,458	685,458	683,174	2,284
<b>Female</b>	793,301	793,301	787,652	5,649
<b>Visitor Spending in Region</b>				
<b>Total Visitor Spending</b>	99,389,833	99,389,833	98,393,009	996,824
<b>Overnight Visitor Spending</b>	62,092,812	62,092,812	61,139,776	953,035
<b>Same-Day Visitor Spending</b>	37,297,022	37,297,022	37,253,233	43,789

Source: Ontario Ministry of Tourism, Culture & Sport - 2016



## Statistical Highlights

Below is an overview of key demographic information in the City of Kawartha Lakes for 2016. Many of the statistics are highlighted and expanded upon in the rest of this document.

The City of Kawartha Lakes possesses participation and employment rates below those of the Province of Ontario. This means that there is a smaller percentage of the City of Kawartha Lakes' population willing and wanting to work, or, looking for work on average than there is in province. In addition, the City of Kawartha Lakes currently has an unemployment rate higher than that of the Ontario.

On average, incomes in the City of Kawartha Lakes are below the provincial average. In addition, the average value of a dwelling in the Kawartha Lakes is below the provincial average as well.

**Table 3: Statistical Highlights, Kawartha Lakes vs. Ontario (2016)**

Topic	Demographic Variable	City of Kawartha Lakes	Ontario
<b>Population</b>	Total Population	73,886	13,916,032
	Projected Population 2021	72,494	14,717,595
	Projected Population 2026	71,156	15,557,970
<b>Labour Force</b>	Total Population 15 years and over	64,557	11,665,529
	In the labour force	39,016	7,694,352
	Participation rate	60.44%	65.96%
	Employment rate	56.02%	61.58%
	Unemployment rate	7.31%	6.63%
<b>Income</b>	Average total income, aged 15+	\$31,821	\$33,452
	Median total income, aged 15+	\$43,706	\$48,333
	Average Household income	\$80,487	\$92,806
	Median Household income	\$100,977	\$116,753
<b>Households</b>	Total number of private households	30,577	5,343,770
	Average number of persons in private households	2.38	5.56
<b>Dwellings</b>	Total Number of occupied Dwellings	30,577	5,343,770
	Average Value of Dwelling	\$563,071	\$626,046

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

Of note in Table 4: *Population Changes, Kawartha Lakes vs. Ontario (2011 & 2016)* is the decrease in the adult population aged 15-64. This decrease in population reflects the opposite of the trend seen at the provincial level.

**Table 4: Population Changes, Kawartha Lakes vs. Ontario (2011 & 2016)**

Topic	Demographic Variable	City of Kawartha Lakes		Ontario	
		2011	2016	2011	2016
<b>Population</b>	Total Population	74,942	75,848	13,263,544	13,921,910
	Children and Youth (0-14)	Decreased		Decreased	
	Adult (15-64)	Decreased		Increased	
	Segments 65+	Increased		Increased	

Source: EMSI Canada Data (2016.3)

The City of Kawartha Lakes has improved its position compared to the province in terms of labour force and household income. We have grown more slowly compared to the provincial benchmark and the value of homes in Kawartha Lakes has grown at a slower rate. This is shown in Table 5: *Statistical Highlights, Changes Kawartha Lakes vs. Ontario (2011 & 2016)*

**Table 5: Statistical Highlights Changes, Kawartha Lakes vs. Ontario (2011 & 2016)**

Topic	Demographic Variable	City of Kawartha Lakes		Ontario		Percent Change	
		2011	2016	2011	2016	KL (%)	ON (%)
<b>Labour Force</b>	Participation rate	59%	60.44%	65.5%	65.96%	2.38	0.70
	Employment Rate	54%	56.02%	60.1%	61.58%	3.61	2.46
	Unemployment rate	8.5%	7.31%	8.3%	6.63%	-16.28	-20.12
<b>Income</b>	Median family income	69,465	80,487	80,987	92,806	13.69	14.59
	Median Household income	59,392	69,792	66,358	72,907	14.90	9.87
<b>Households</b>	Total number of private households	29,680	30,577	4,886,655	5,343,770	2.93	9.35
<b>Dwelling Value</b>	Average value of dwelling (\$)	283,356	563,071	367,428	626,046	49.68	70.39

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

## Demographics Analysis

### Population and Age Structure

Table 6: *Population Change, Kawartha Lakes vs. Ontario (2001 – 2016)* outlines the population change in Kawartha Lakes between 2001 and 2016. Information from 2016 is taken from the 2016 Census and is the most accurate count for the City of Kawartha Lakes.

**Table 6: Population Change, Kawartha Lakes vs. Ontario (2001 – 2016)**

	2001	2006	2011	2016
<b>City of Kawartha Lakes Population Count</b>	69,179	74,561	73,219	75,423
<b>Percent change from previous census</b>	/	7.8	-1.8	3.0
<b>Ontario Population Count</b>	11,410,046	12,160,282	12,851,821	13,448,494
<b>Percent change from previous census</b>	/	6.6	5.7	4.6

Source: Statistics Canada, Census (2006, 2011, 2016)

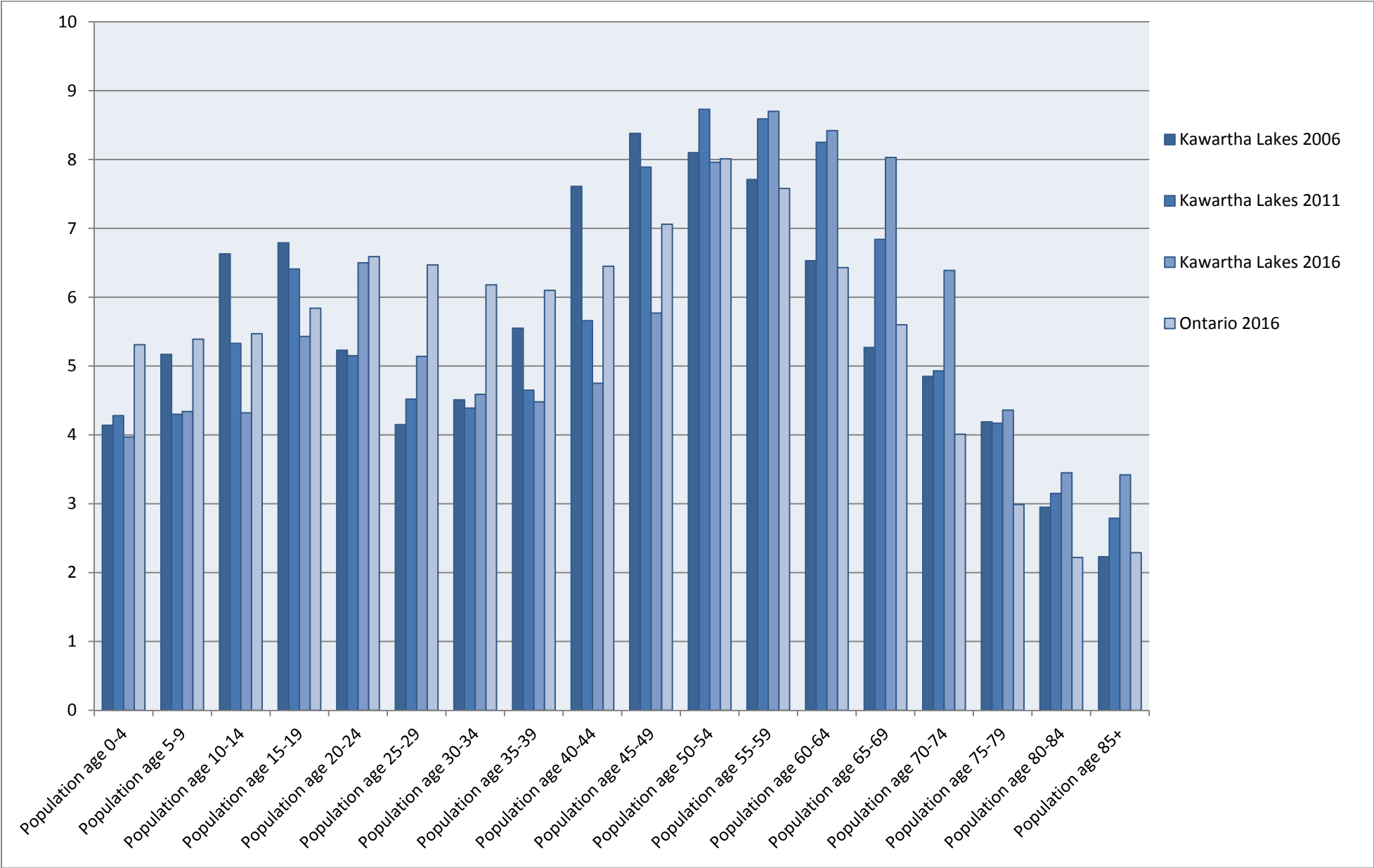
**Table 7: Population Distribution by Age Cohort, Kawartha Lakes vs. Ontario, (2006 – 2016)**

	Kawartha Lakes 2006	Kawartha Lakes 2011	Kawartha Lakes 2016	Ontario 2016
<b>Population age 0-4</b>	4.14	4.28	3.97	5.31
<b>Population age 5-9</b>	5.17	4.30	4.34	5.39
<b>Population age 10-14</b>	6.63	5.33	4.32	5.47
<b>Population age 15-19</b>	6.79	6.41	5.43	5.84
<b>Population age 20-24</b>	5.23	5.15	6.50	6.59
<b>Population age 25-29</b>	4.15	4.52	5.14	6.47
<b>Population age 30-34</b>	4.51	4.39	4.59	6.18
<b>Population age 35-39</b>	5.55	4.65	4.48	6.10
<b>Population age 40-44</b>	7.61	5.66	4.75	6.45
<b>Population age 45-49</b>	8.38	7.89	5.77	7.06
<b>Population age 50-54</b>	8.10	8.73	7.96	8.01
<b>Population age 55-59</b>	7.71	8.59	8.70	7.58
<b>Population age 60-64</b>	6.53	8.25	8.42	6.43
<b>Population age 65-69</b>	5.27	6.84	8.03	5.60
<b>Population age 70-74</b>	4.85	4.93	6.39	4.01
<b>Population age 75-79</b>	4.19	4.17	4.36	2.99
<b>Population age 80-84</b>	2.95	3.15	3.45	2.22
<b>Population age 85+</b>	2.23	2.79	3.42	2.29

Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey; 2006 Census

Table 7 and Figure 1 represent the same information in different formats. It is noted that the City of Kawartha Lakes' population distribution is below the provincial average in all age cohorts below 50-54 and are above in all demographics cohorts above the age of 55. Roughly 1/3 of our population are between the age of 50 and 70. This results in a median age of 50.5 years and an average age of 46.5 for residents in the City of Kawartha Lakes. Both the median age (+8.4 years) and average age (+5.1 years) are well above their provincial comparators.

Figure 1: Population Distribution by Age Cohort, Kawartha Lakes vs. Ontario, 2006, 2011 & 2016



Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey; 2006 Census

## Income

### Income Distribution

Table 8: *Income Distribution, Kawartha Lakes vs. Ontario (2011 & 2016)* looks at the change in income distribution in Kawartha Lakes between 2011 and 2016 in addition to the average income distribution in the Province of Ontario in 2016.

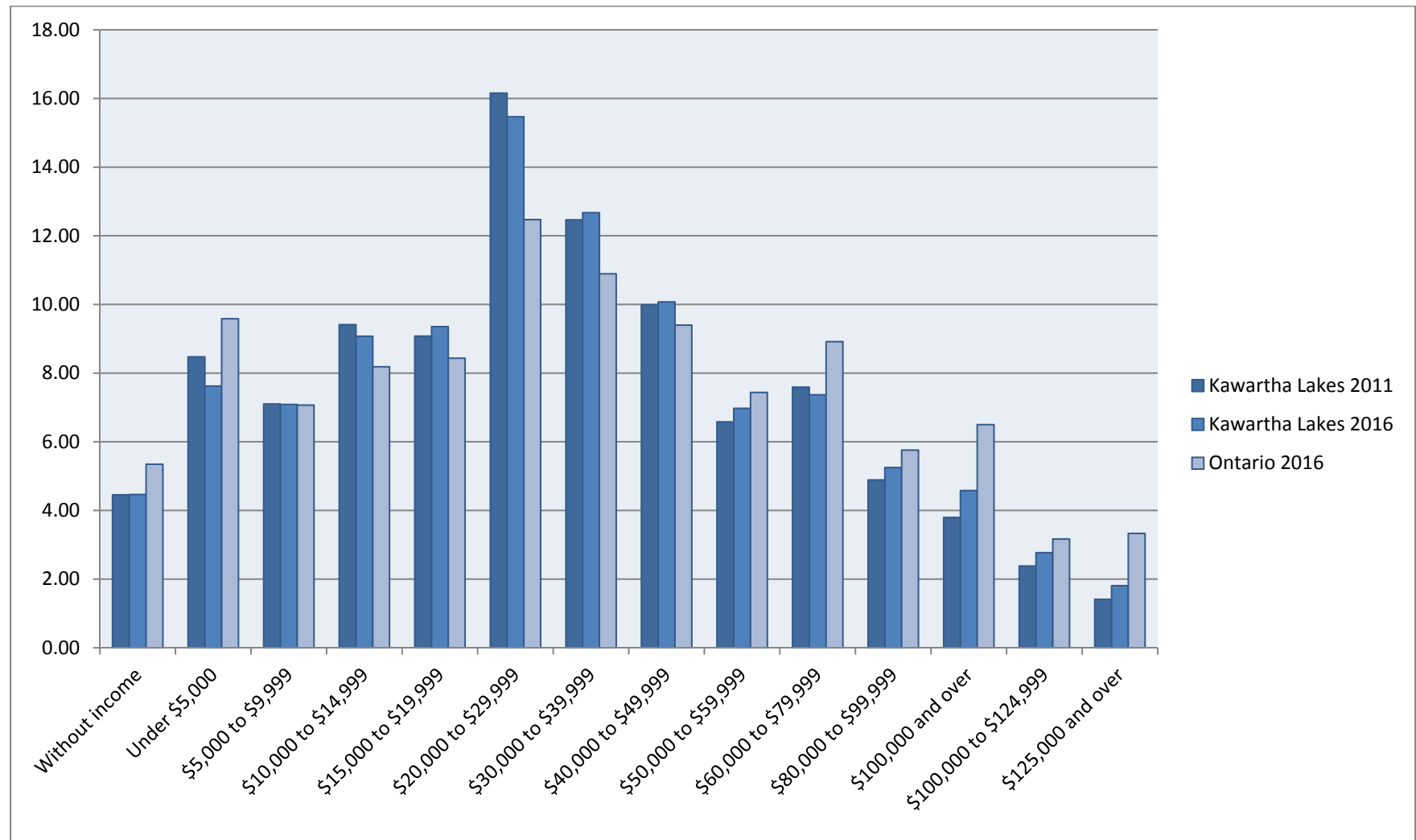
Between 2011 and 2016, the City of Kawartha Lakes has generally moved in the direction of the provincial average. Exceptions to this were for incomes under \$5,000 (which shrunk); incomes between \$15,000 & \$19,999 (which grew); incomes between \$30,000 & \$39,999 (which grew); incomes between \$40,000 & \$49,999 (which grew); and, incomes between \$60,000 & \$69,999 (which shrunk). As a note, it would be an over simplification of the data to infer that the increases for income distribution between \$30,000 & \$49,999 happened as a result of a decrease of those making between \$60,000 & \$69,999.

**Table 8: Income Distribution, Kawartha Lakes vs. Ontario (2011 & 2016)**

	Kawartha Lakes 2011	Kawartha Lakes 2016	Ontario 2016
<b>Without income</b>	4.46	4.47	5.35
<b>Under \$5,000</b>	8.47	7.62	9.58
<b>\$5,000 to \$9,999</b>	7.10	7.09	7.07
<b>\$10,000 to \$14,999</b>	9.41	9.07	8.19
<b>\$15,000 to \$19,999</b>	9.08	9.35	8.44
<b>\$20,000 to \$29,999</b>	16.16	15.47	12.47
<b>\$30,000 to \$39,999</b>	12.47	12.67	10.89
<b>\$40,000 to \$49,999</b>	9.99	10.07	9.40
<b>\$50,000 to \$59,999</b>	6.58	6.98	7.44
<b>\$60,000 to \$79,999</b>	7.59	7.37	8.92
<b>\$80,000 to \$99,999</b>	4.89	5.25	5.76
<b>\$100,000 and over</b>	3.80	4.58	6.50
<b>\$100,000 to \$124,999</b>	2.38	2.77	3.17
<b>\$125,000 and over</b>	1.41	1.81	3.33

Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey

Figure 2: Income Distribution, Kawartha Lakes vs. Ontario, (2011 & 2016)



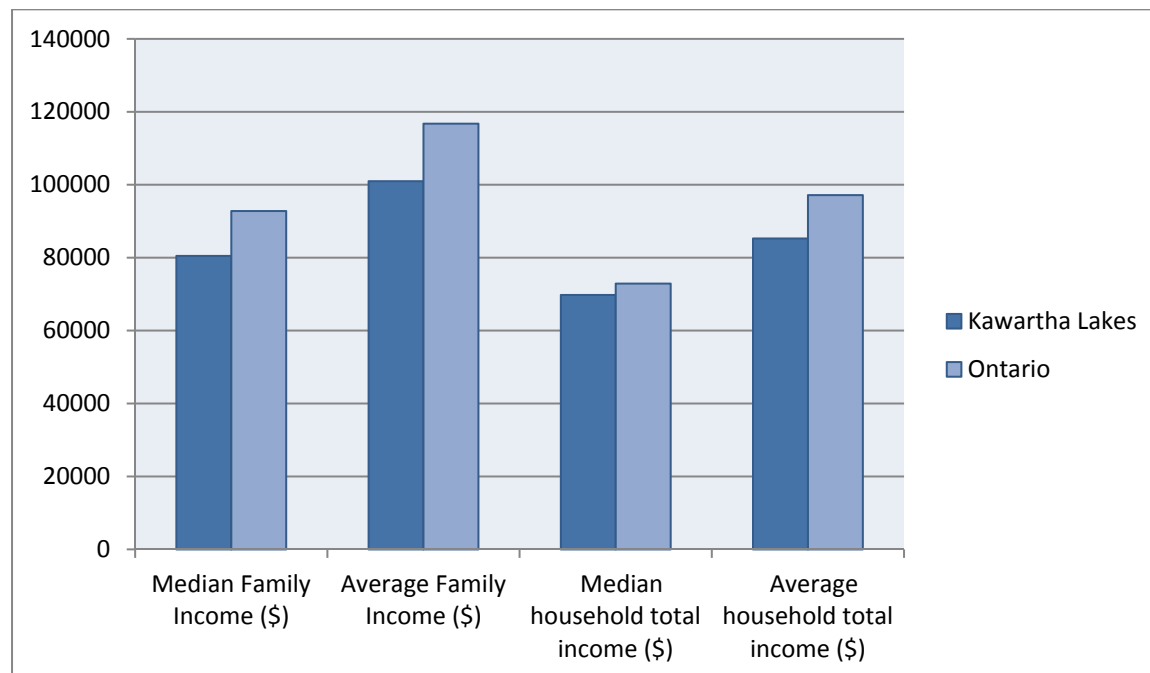
Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey

## Family & Household Income

The City of Kawartha Lakes has seen its median household income raise to approximately \$69,800 an increase of 15% since 2011; the City outpaced provincial growth by 5%. The income of individuals in Kawartha Lakes continues to be lower than the provincial comparators; however incomes are rising in comparison to 2011. Residents in Kawartha Lakes make on average \$43,706 each, compared to \$48,333 on average in Ontario.

Interestingly, the gap between incomes shrinks when looking at the median incomes in the province. In Ontario, the median income is \$33,452 and in Kawartha Lakes, the median is \$33,182. This could indicate that in Kawartha Lakes, there is greater parity between residents compared to the rest of the province. To illustrate, 37.6% of residents make less than \$20,000 a year (38.6% in Ontario), 21.8% of residents make more than \$60,000 (27.7% in Ontario), and, 45.2% of our population make between \$20,000 and \$60,000 a year (40.2% in Ontario).

**Figure 3: Family & Household Income, Kawartha Lakes vs. Ontario (2016)**



Source: SuperDemographics 2016 from Manifold Data Mining Inc.

## Educational

### Educational Attainment

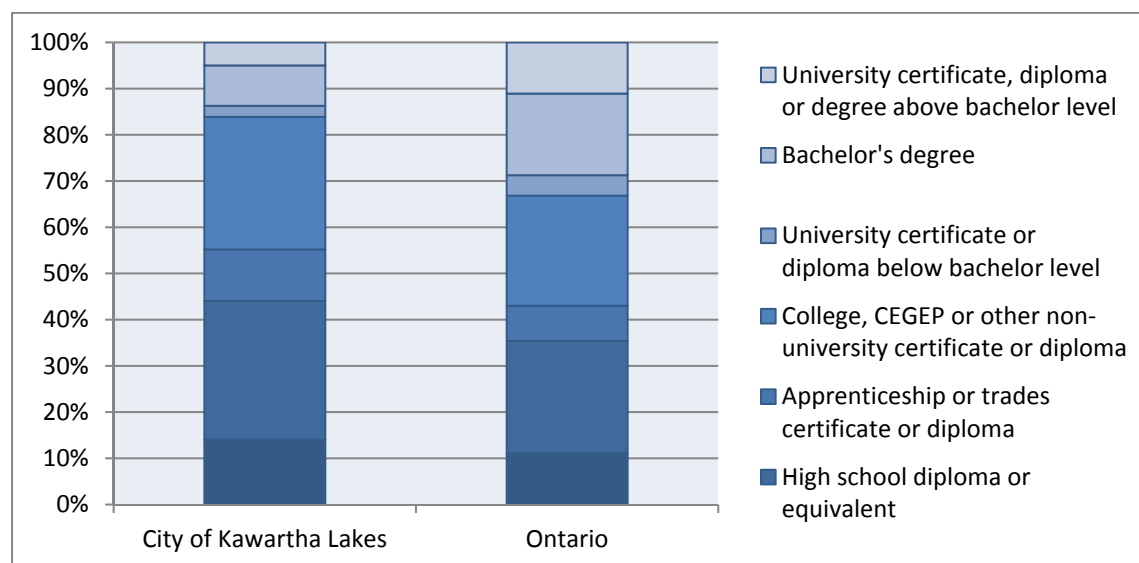
In contrast to the Province of Ontario, the City of Kawartha Lakes has a smaller percentage of post-graduates, bachelor degree or university certificate/diploma holders. Conversely, expressed as a percentage of the overall population, there are more college graduates, apprenticeship graduates, high school graduates or non-completion of high school. Table 9 and Figure 4 break this information down.

**Table 9: Education Attainment, Kawartha Lakes vs. Ontario (2016)**

	Kawartha Lakes	Kawartha Lakes %	Ontario %
<b>Population 25 to 64 years by</b>	36,793		7553787
<b>No certificate, diploma or degree</b>	5,158	14.02	11.13
<b>Certificate, diploma or degree</b>	31,634	85.98	88.87
<b>High school certificate or equivalent</b>	11,042	30.01	24.28
<b>Postsecondary certificate, diploma or degree</b>	20,593	55.97	64.59
<b>Apprenticeship or trades certificate or diploma</b>	4,114	11.18	7.61
<b>College, CEGEP or other non-university certificate or diploma</b>	10,550	28.67	23.83
<b>University certificate, diploma or degree</b>	5,928	16.11	33.15
<b>University certificate or diploma below bachelor level</b>	884	2.40	4.42
<b>University certificate or degree</b>	5,044	13.71	28.73
<b>Bachelor's degree</b>	3,217	8.74	17.66
<b>University certificate or diploma above bachelor level</b>	1,827	4.97	11.07

Source: 2016 from Manifold Data Mining Inc.

**Figure 4: Educational Attainment (ages 25-64), Kawartha Lakes vs. Ontario (2016)**



Source: SuperDemographics 2016 from Manifold Data Mining Inc.



## Field of Study

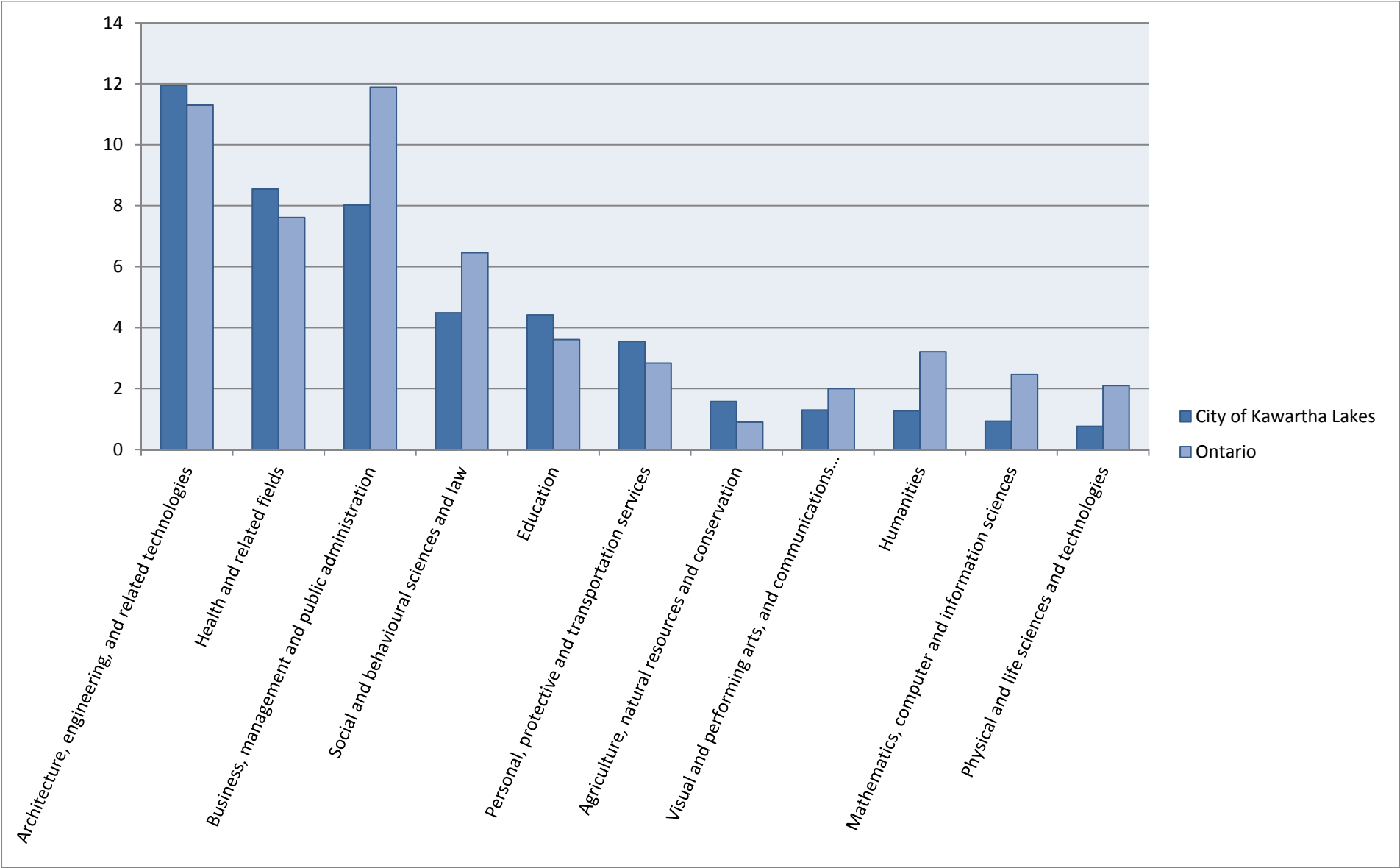
Table 10: *Post-Secondary Field of Study, Kawartha Lakes vs. Ontario (2016)* shows that in Kawartha Lakes, there are more post-secondary graduates in the fields of: education; architecture; engineering and related technologies; agriculture, natural resources and conservation; health and related fields; as well as personal, protective and transportation services. The largest discrepancy in relation to provincial norms is the decrease of graduates with business management and public administration degrees. This is represented graphically in Figure 5.

**Table 10: Post-Secondary Field of Study, Kawartha Lakes vs. Ontario (2016)**

Field of Study	City of Kawartha Lakes	Ontario
Architecture, engineering, and related technologies	11.95	11.3
Health and related fields	8.55	7.61
Business, management and public administration	8.02	11.89
Social and behavioural sciences and law	4.49	6.46
Education	4.42	3.61
Personal, protective and transportation services	3.55	2.84
Agriculture, natural resources and conservation	1.58	0.9
Visual and performing arts, and communications technologies	1.3	2
Humanities	1.27	3.21
Mathematics, computer and information sciences	0.93	2.47
Physical and life sciences and technologies	0.76	2.1
Other fields of study	0	0.05

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

Figure 5: Post-Secondary Field of Study, Kawartha Lakes vs. Ontario (2016)



Source: SuperDemographics 2016 from Manifold Data Mining Inc.

## Migration

The following table demonstrates who has moved to Kawartha Lakes in both the last five years as well as the last year. The table is broken down between movers and non-movers. Movers can be classified as: non-migrants (moved within the same region), migrants (moved within Canada) or external migrants (moved from outside Canada). If a migrant moves within the province they are considered intraprovincial migrants; if a migrant moves from a different province they are considered interprovincial migrants.

Kawartha Lakes is seeing fewer new residents as a percentage of the population than the province. We do however see a larger percentage of movers coming from within the Province.

**Table 11: 1 Year Mobility Status, Kawartha Lakes vs. Ontario (2016)**

Mobility Status 1 Year ago	Kawartha Lakes	Kawartha Lakes %	Ontario	Ontario %
<b>Population</b>	73,886	100	13,916,032	100
<b>Non-Movers</b>	67,522	91.39	12,287,995	88.30
<b>Movers</b>	6,364	8.61	1,628,037	11.70
<b>Non-Migrants</b>	2,910	3.94	955,507	6.87
<b>Migrants</b>	3,455	4.68	672,529	4.83
<b>Internal Migrants</b>	3,311	4.48	539,072	3.87
<b>Intraprovincial Migrants</b>	3,153	4.27	476,485	3.42
<b>Interprovincial Migrants</b>	158	0.21	62,588	0.45
<b>External Migrants</b>	143	0.19	133,457	0.96

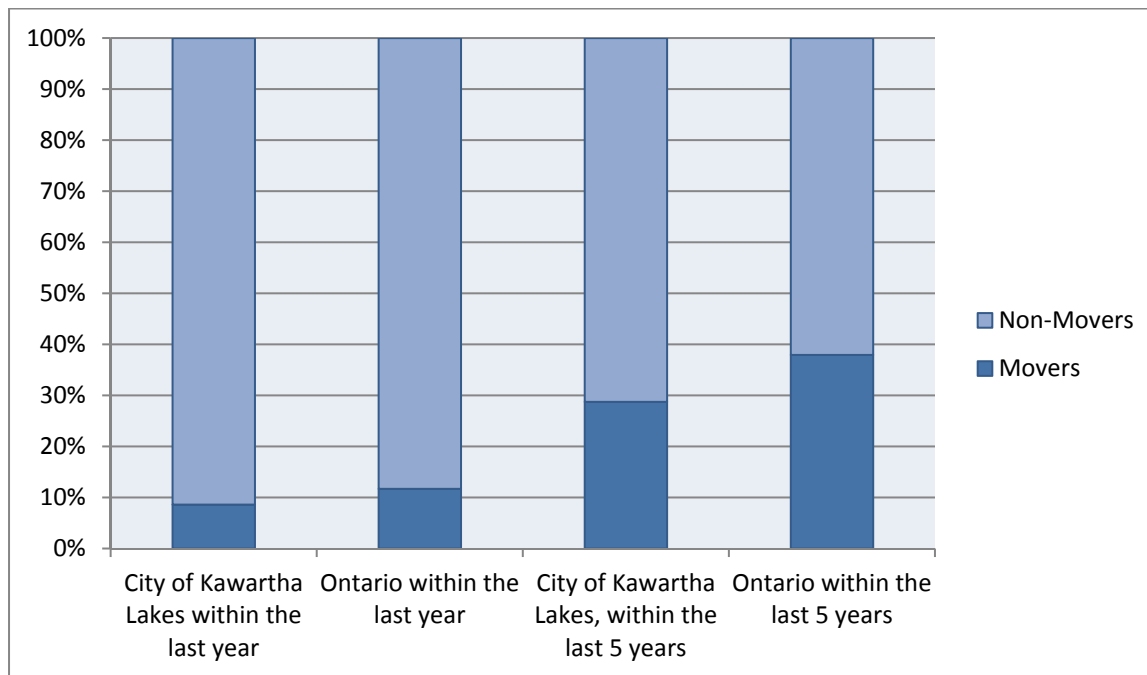
Source: 2016 from Manifold Data Mining Inc.

**Table 12: 5 Year Mobility Status, Kawartha Lakes vs. Ontario (2016)**

Mobility status 5 years ago	Kawartha Lakes	Kawartha Lakes %	Ontario	Ontario %
<b>Population</b>	73886	100	13,916,032	100
<b>Non-Movers</b>	52651	71.26	8,636,125	62.06
<b>Movers</b>	21235	28.74	5,279,907	37.94
<b>Non-Migrants</b>	9586	12.97	2,920,671	20.99
<b>Migrants</b>	11649	15.77	2,359,236	16.95
<b>Internal Migrants</b>	11428	15.47	1,793,390	12.89
<b>Intraprovincial Migrants</b>	10915	14.77	1,584,028	11.38
<b>Interprovincial Migrants</b>	513	0.69	209,362	1.50
<b>External Migrants</b>	221	0.30	565,847	4.07

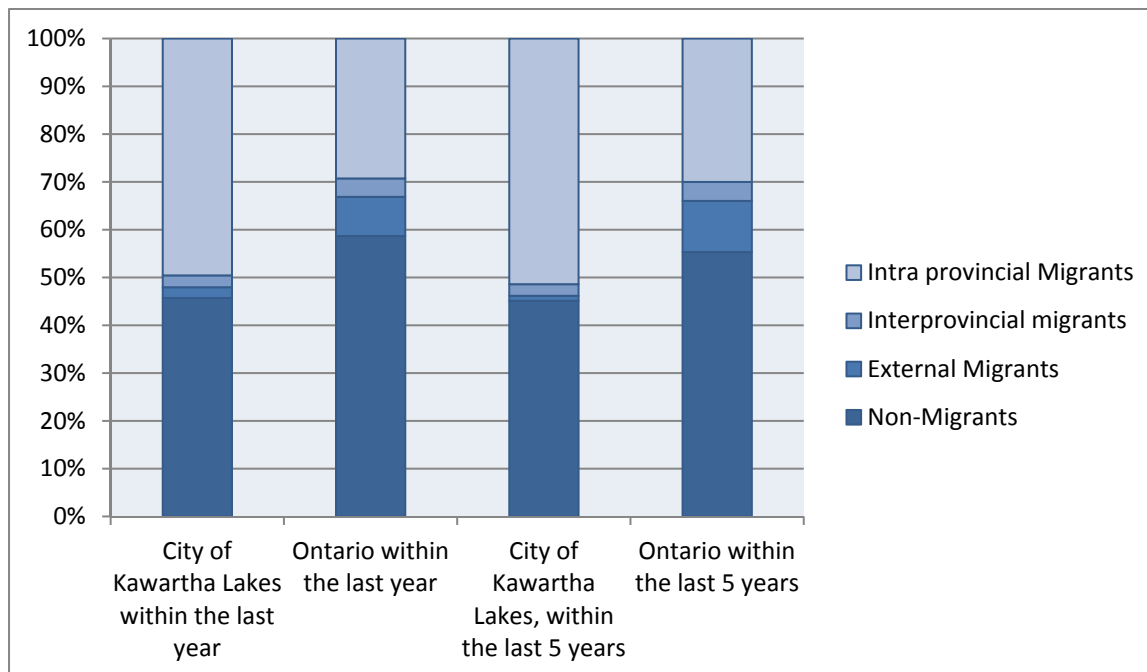
Source: 2016 from Manifold Data Mining Inc.

**Figure 6: 1 Year and 5 Year Mobility Status, Kawartha Lakes vs. Ontario (2016)**



Source: SuperDemographics 2016 from Manifold Data Mining Inc.

**Figure 7: 1 Year and 5 Year Status of Movers, Kawartha Lakes vs. Ontario (2016)**



Source: SuperDemographics 2016 from Manifold Data Mining Inc.

## Knowledge of Official Languages

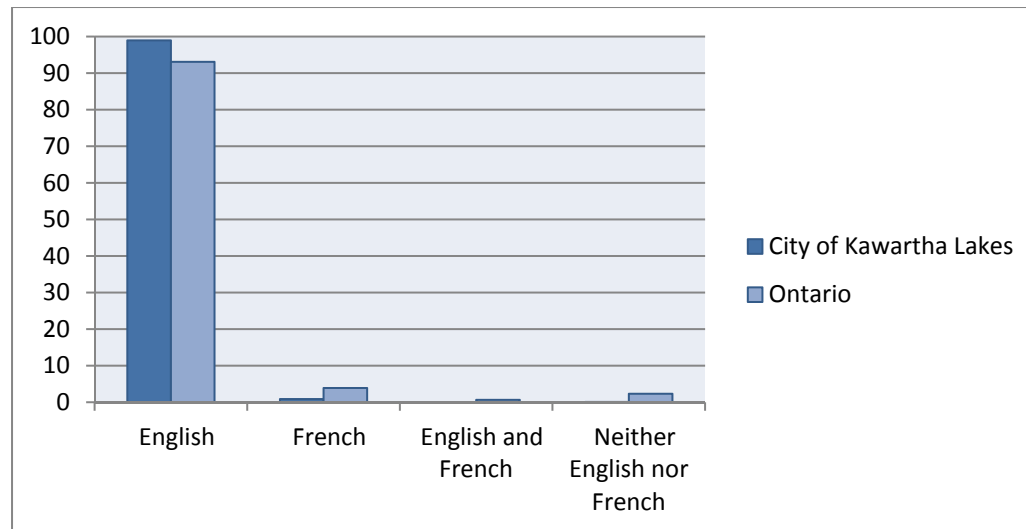
At 99% the City of Kawartha Lakes sees a higher percentage of individuals who speak English and a smaller percentage of the population who speak French.

**Table 13: Knowledge of Official Languages, Kawartha Lakes vs. Ontario (2016)**

	Kawartha Lakes	Kawartha Lakes %	Ontario %
<b>English Only</b>	73,121	98.96	93.09
<b>French only</b>	665	0.90	3.90
<b>English and French</b>	27	0.04	0.67
<b>Neither English or French</b>	73	0.10	2.34
<b>Total Population</b>	73,886		13,916,032

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

**Figure 8: Knowledge of Official Languages, Kawartha Lakes vs. Ontario (2016)**



Source: SuperDemographics 2016 from Manifold Data Mining Inc.

## Dwelling Characteristics

There are currently 30,577 dwellings in Kawartha Lakes; this is an increase of roughly 900 homes since 2011. The growth of Kawartha Lakes representing a 2.93% increase has lagged behind that of the province which grew 9.35% since 2011.

### Cost of Ownership

The average price of a dwelling has risen 50% since 2011 from \$283,356 to \$563,071 in Kawartha Lakes. This is below the 70.4% growth in prices experienced on average by the rest of the province to an average price of \$626,046.

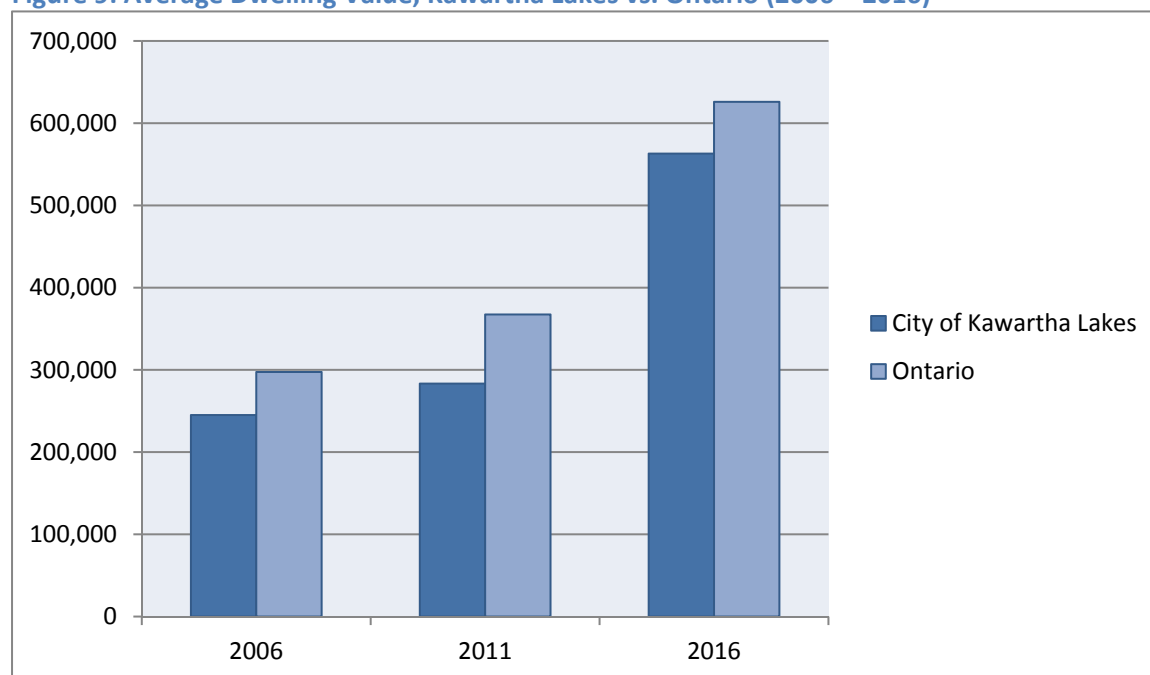
The average price of dwelling only tells half of the story. In 2011, the average house was 4.08 times the median family income in Kawartha Lakes and 4.54 times on average across Ontario. In 2016, the home price to family income ratio has shifted to 7.00 times on average in Kawartha Lakes and 6.75 times across Ontario.

**Table 14: Average Dwelling Value, Kawartha Lakes vs. Ontario (2006 – 2016)**

	2006	2011	2016
<b>City of Kawartha Lakes (\$)</b>	245,161	283,356	563,071
<b>Ontario (\$)</b>	297,479	367,428	626,046

Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey; 2006 Census

**Figure 9: Average Dwelling Value, Kawartha Lakes vs. Ontario (2006 – 2016)**



Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey; 2006 Census

## Cost of Rentals

The Canada Mortgage and Housing Corporation compiled a list of average housing costs for Bachelor; 1 Bedroom; 2 Bedroom; and 3+ Bedrooms apartments across Ontario. The provincial average for rental properties is \$1,060 (\$840 - Bachelor; \$972 - 1 Bedroom; \$1,121 - 2 Bedroom; and \$ 1,371 3+ Bedrooms) the City of Kawartha Lakes is 14<sup>th</sup> highest out of 40 on the list at \$938 (\$665 - Bachelor; \$816 - 1 Bedroom; \$1,031 - 2 Bedroom; and 1,193 - 3+ Bedrooms).

To analyse the information, the office of Economic Development compiled the average wages in each of these 40 communities. The average rent for each of these communities was then multiplied by 12 to determine the average annual cost to rent in each of these 40 communities. The average annual cost to rent was then divided by the average wages in a community to determine the rent to wages ratio.

The City of Kawartha Lakes was the second most expensive community to rent in as compared to the average salaries. The table below highlights the 5 most expensive areas to rent by wages, as well as the provincial average and 5 least expensive areas to rent by wages.

**Table 15: Average Rent and Wages, & Rent to Wages Ratio (2015)**

Service Manager Area	Average Rent (\$)	Average Wages (\$)¹	Rent To Wages Ratio
Regional Municipality of Halton	1,245	50,300	0.297
<i>City of Kawartha Lakes</i>	<i>938</i>	<i>38,500</i>	<i>0.292</i>
County of Dufferin	1,009	41,700	0.290
County of Northumberland	949	40,200	0.283
County of Simcoe	992	42,200	0.282
<b>Ontario</b>	<b>1,060</b>	<b>49,800</b>	<b>0.255</b>
Algoma DSSAB	742	45,500	0.206
County of Norfolk	680	50,900	0.202
City of Windsor	739	43,300	0.199
Thunder Bay DSSAB	701	40,300	0.197
County of Bruce	822	44,500	0.166

Source: CMHC, 2014 Rental Market Survey (2016), EMSI Canada Data (2016.3)

<sup>1</sup> Ideally, median family income would have been utilized in place of Average Wages, however this information has not yet been made available from the 2016 Census, and it would not have been feasible to access the data from Manifold from all 39 other municipalities. Using the municipality's access to the Manifold data for CoKL and provincial data, the ratios are 0.137 Provincially and .140 locally. It should be noted that the Average Wages metric is for a single individual, median family income is for a family of 2.83 individuals on average.

## Labour Force Analysis

### Key Indicators

This section breaks down key labour force statistics. The participation rate is defined as the percentage of the working aged population who are either currently working or searching for a job. The employment rate measures what percentage of the people available to work are in employment of a job. The unemployment rate consists of individuals who are without work but are available and looking to work.

Both the participation rate and employment rate for Kawartha Lakes have been lower than those of Ontario in 2006, 2011 & 2016. In addition our unemployment rate has been higher than those of Ontario in 2011 and 2016. For a full break down of the labour force indicators, see Table 34 in the data table section.

**Table 16: Labour Force Indicators, Kawartha Lakes vs. Ontario (2006 – 2016)**

Participation/Employment Rates	Kawartha Lakes Participation Rate	Ontario Participation Rate	Kawartha Lakes Employment Rate	Ontario Employment Rate
<b>2006</b>	61.5	67.1	57.6	62.8
<b>2011</b>	59.0	65.5	54.0	60.1
<b>2016</b>	60.4	66.0	56.0	61.6

Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey; 2006 Census

**Table 17: Unemployment Rate, Kawartha Lakes vs. Ontario (2006 – 2016)**

Unemployment Rate	Kawartha Lakes Unemployment Rate	Ontario Unemployment Rate
<b>2006</b>	6.2	6.4
<b>2011</b>	8.5	8.3
<b>2016</b>	7.3	6.6

Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey; 2006 Census



## Labour Force by Occupation

Table 18: *Labour Force by Occupations, Kawartha Lakes vs. Ontario (2016)* and Figure 10 indicate in which occupations Kawartha Lakes residents work.

The top three Occupations in Kawartha Lakes are Sales and Service, Trades, Transport, Equipment operators and related, as well as Business, Finance and Administration occupations. Kawartha Lakes outperforms in the province in:

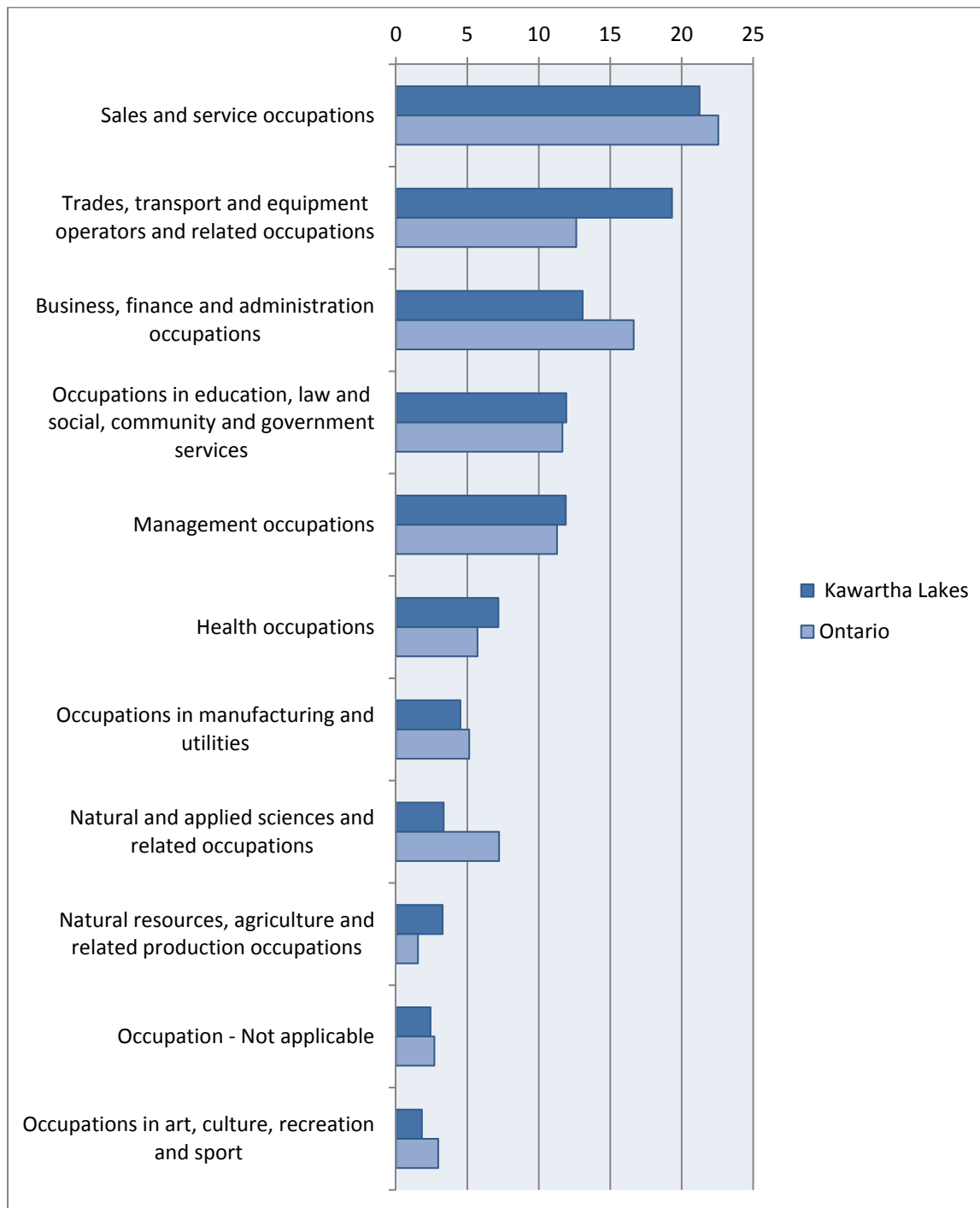
- Natural resources, agriculture and related production occupations
- Trades, transport and equipment operators and related occupations
- Occupations in education, law and social community and government services
- Health occupations
- Management Occupations

**Table 18: Labour Force by Occupation, Kawartha Lakes vs. Ontario (2016)**

NOCS	Description	Kawartha Lakes %	Ontario %
6	Sales and service occupations	21.25	22.56
7	Trades, transport and equipment operators and related occupations	19.32	12.62
1	Business, finance and administration occupations	13.07	16.64
4	Occupations in education, law and social, community and government services	11.92	11.65
0	Management occupations	11.89	11.27
3	Health occupations	7.17	5.71
9	Occupations in manufacturing and utilities	4.51	5.13
2	Natural and applied sciences and related occupations	3.34	7.22
8	Natural resources, agriculture and related production occupations	3.27	1.54
X	Occupation - Not applicable	2.42	2.69
5	Occupations in art, culture, recreation and sport	1.82	2.96

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

**Figure 10: Percentage of Labour Force by Occupation, Kawartha Lakes vs. Ontario (2016)**



Source: SuperDemographics 2016 from Manifold Data Mining Inc.

## Labour Force by Industry

Table 19: *Resident Labour Force by Industry, Kawartha Lakes vs. Ontario (2016)* and Figure 11 indicate in which industries Kawartha Lakes residents work.

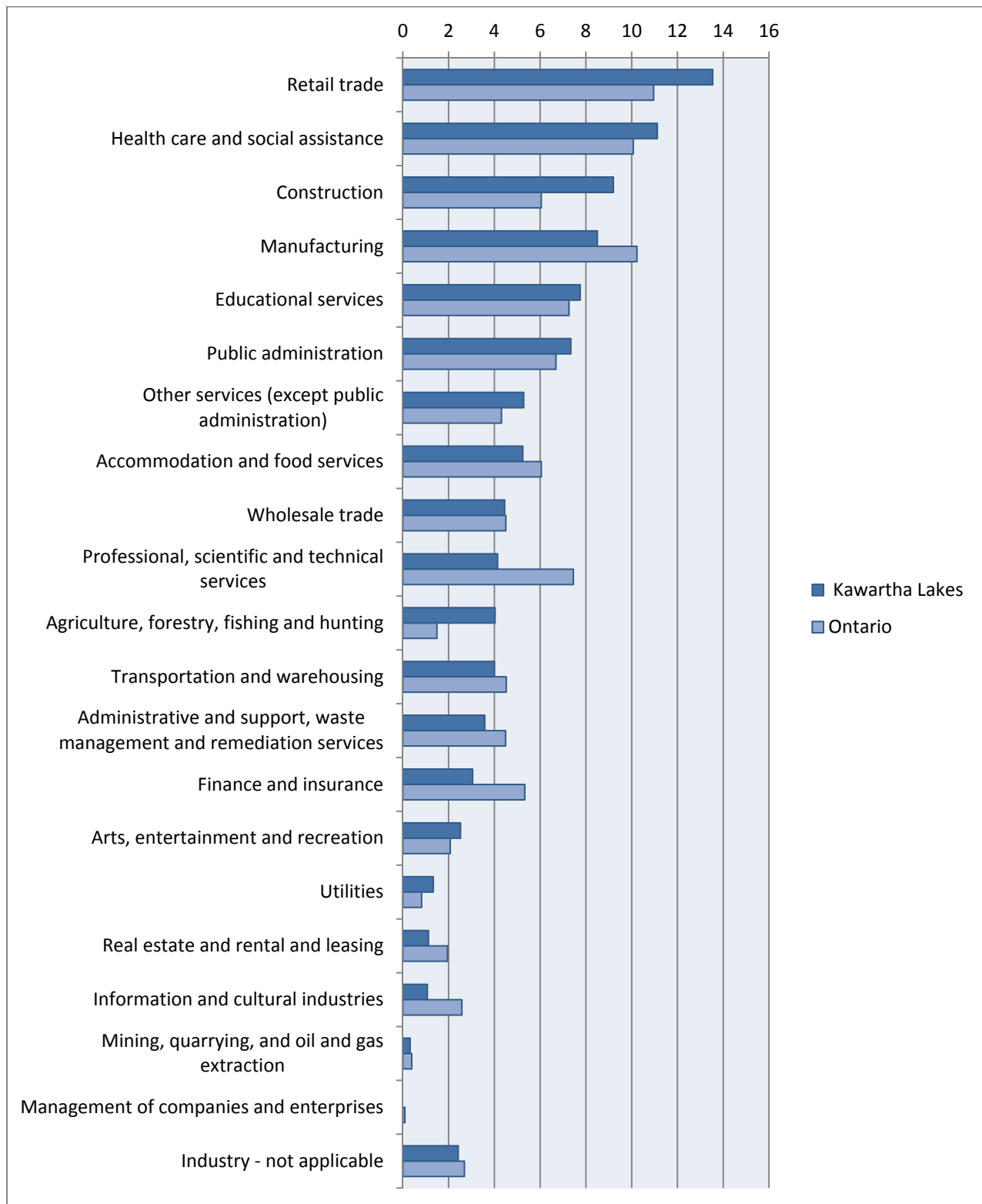
The largest positive deviations from provincial averages are in the Construction, Retail Trade and Agriculture, Forestry, Fishing and Hunting industries. The largest negative deviations from provincial averages are in the Finance and Insurance, Professional, Scientific and Technical Services, and Manufacturing industries.

**Table 19: Resident Labour Force by Industry, Kawartha Lakes vs. Ontario (2016)**

NAICS	Description	Kawartha Lakes	Kawartha Lakes %	Ontario %
44-45	Retail trade	5,282	13.54	10.96
62	Health care and social assistance	4,338	11.12	10.07
23	Construction	3,589	9.20	6.05
31-33	Manufacturing	3,318	8.50	10.23
61	Educational services	3,025	7.75	7.26
91	Public administration	2,865	7.34	6.69
81	Other services (except public administration)	2,059	5.28	4.31
72	Accommodation and food services	2,044	5.24	6.05
41	Wholesale trade	1,737	4.45	4.50
54	Professional, scientific and technical services	1,615	4.14	7.45
11	Agriculture, forestry, fishing and hunting	1,571	4.03	1.49
48-49	Transportation and warehousing	1,561	4.00	4.52
56	Administration and support, waste management and remediation services	1,396	3.58	4.49
52	Finance and insurance	1,190	3.05	5.33
71	Arts, entertainment and recreation	985	2.52	2.07
22	Utilities	519	1.33	0.82
53	Real estate and rental and leasing	438	1.12	1.95
51	Information and cultural industries	416	1.07	2.58
21	Mining and oil and gas extraction	123	0.32	0.39
55	Management of companies and enterprises	0	0.00	0.09
X0	Industry - Not applicable	946	2.42	2.69
	Total labour force 15 years and over	39,016		7,694,352

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

Figure 11: Percentage of Labour Force by Industry, Kawartha Lakes vs. Ontario (2016)



Source: SuperDemographics 2016 from Manifold Data Mining Inc.

## Commuting Flow

In brief, Table 20: *Where Kawartha Lakes Labour Force Works (2011)* indicates that Kawartha Lakes has a labour force with a regular place of work of 25,170. Of our total labour force with a usual place of work, almost 41% commute outside of Kawartha Lakes for work. Table 21: *Place of Residence for Persons Working in Kawartha Lakes (2011)* demonstrates that 88% of workers in Kawartha Lakes live in Kawartha Lakes. A comparison of these Tables is shown in Figure 12: *Commuter Flow in Kawartha Lakes (2011)*.

**Table 20: Where Kawartha Lakes Labour Force Works (2011)**

Place of work	Total	Male	Female
<b>Kawartha Lakes</b>	14,925	6,200	8,725
<b>Peterborough</b>	2,170	885	1,290
<b>Toronto</b>	1,450	1,025	425
<b>Oshawa</b>	1,090	710	385
<b>Scugog</b>	840	355	490
<b>Brock</b>	570	270	300
<b>Clarington</b>	515	260	250
<b>Whitby</b>	405	200	205
<b>Uxbridge</b>	350	205	145
<b>Pickering</b>	275	225	45
<b>Cavan-Monaghan</b>	225	95	125
<b>Markham</b>	220	125	95
<b>Ajax</b>	210	170	35
<b>Orillia</b>	210	75	140
<b>Newmarket</b>	200	115	85
<b>Smith-Ennismore-Lakefield</b>	185	90	95
<b>Vaughan</b>	180	160	0
<b>Minden Hills</b>	160	110	50
<b>Mississauga</b>	105	40	70
<b>Richmond Hill</b>	100	65	30
<b>Whitchurch-Stouffville</b>	100	70	30
<b>Mnjikaning First Nation 32 (Rama First Nation 32)</b>	85	40	45
<b>East Gwillimbury</b>	80	0	0
<b>Barrie</b>	75	25	50
<b>Ramara</b>	70	40	25
<b>Georgina</b>	65	40	25
<b>Others</b>	310	105	100
<b>Total</b>	25,170	11,700	13,260
<b>Total resident labour force with a usual place of work outside of Kawartha Lakes</b>	10,245	5,500	4,535
<b>Percent of residents declaring a place of work outside of Kawartha Lakes</b>	40.7%	47.6%	34.2%

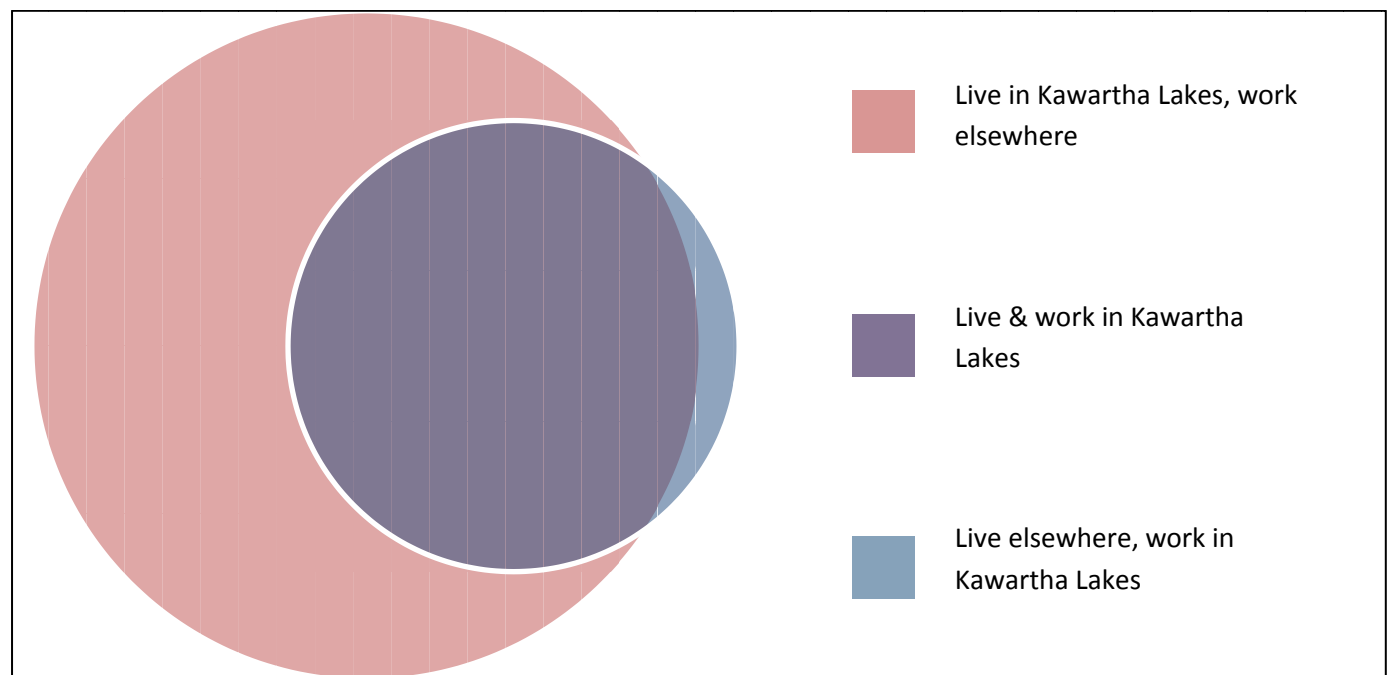
Source: 2011 NHS

**Table 21: Place of Residence for Persons Working in Kawartha Lakes (2011)**

Place of residence	Total	Male	Female
<b>Kawartha Lakes</b>	14,925	6,200	8,725
<b>Peterborough</b>	610	280	330
<b>Smith-Ennismore-Lakefield</b>	230	85	145
<b>Brock</b>	210	80	125
<b>Clarington</b>	150	60	95
<b>Minden Hills</b>	125	50	80
<b>Scugog</b>	120	35	80
<b>Oshawa</b>	115	55	60
<b>Douro-Dummer</b>	85	0	55
<b>Uxbridge</b>	70	65	0
<b>Otonabee-South Monaghan</b>	60	50	0
<b>Toronto</b>	45	15	30
<b>Ajax</b>	40	0	0
<b>Others</b>	175	110	20
<b>Total</b>	16,960	7,085	9,745
<b>Total non-resident workforce commuting to work in the City of Kawartha Lakes</b>	2,035	885	1,020
<b>Percent of workers (non-residents) commuting to work to the City of Kawartha Lakes</b>	12.0%	12.5%	10.5%

Source: 2011 NHS

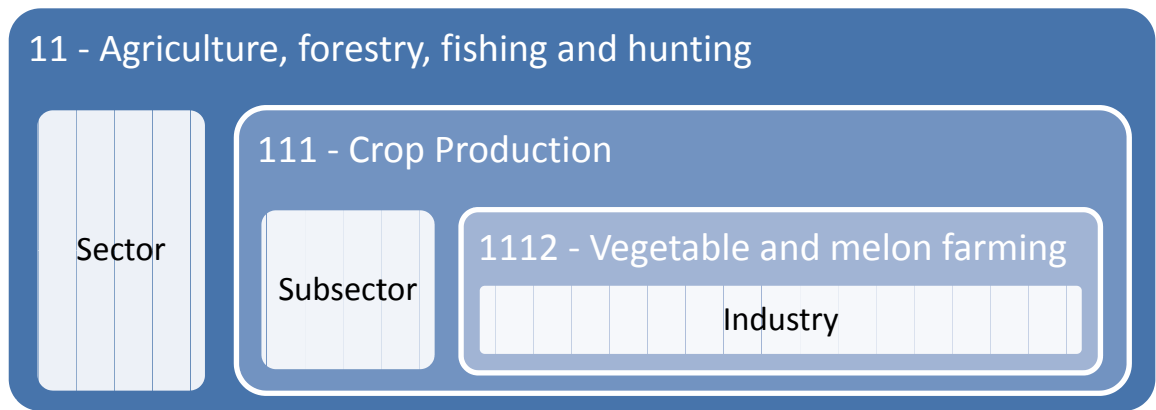
**Figure 12: Commuter Flow in Kawartha Lakes (2011)**



## Economic Base Analysis

### Employment Profile

The North American Industry Classification System (NAICS) is a 6 digit classification system utilized across North America. NAICS is used by both government and business to classify businesses based on the type of activity that they undertake. The number of digits utilized is an indication of how specified the classification is. Two digit NAICS are the broadest and are defined as sectors; three and four digits NAICS are more specialized and are defined as subsectors and industries respectively.



The following Table and Figure demonstrates how the 28,472 Jobs (employees & self-employed) in Kawartha Lakes are divided. The largest sector employer in Kawartha Lakes is the retail trade with 4,242 jobs.

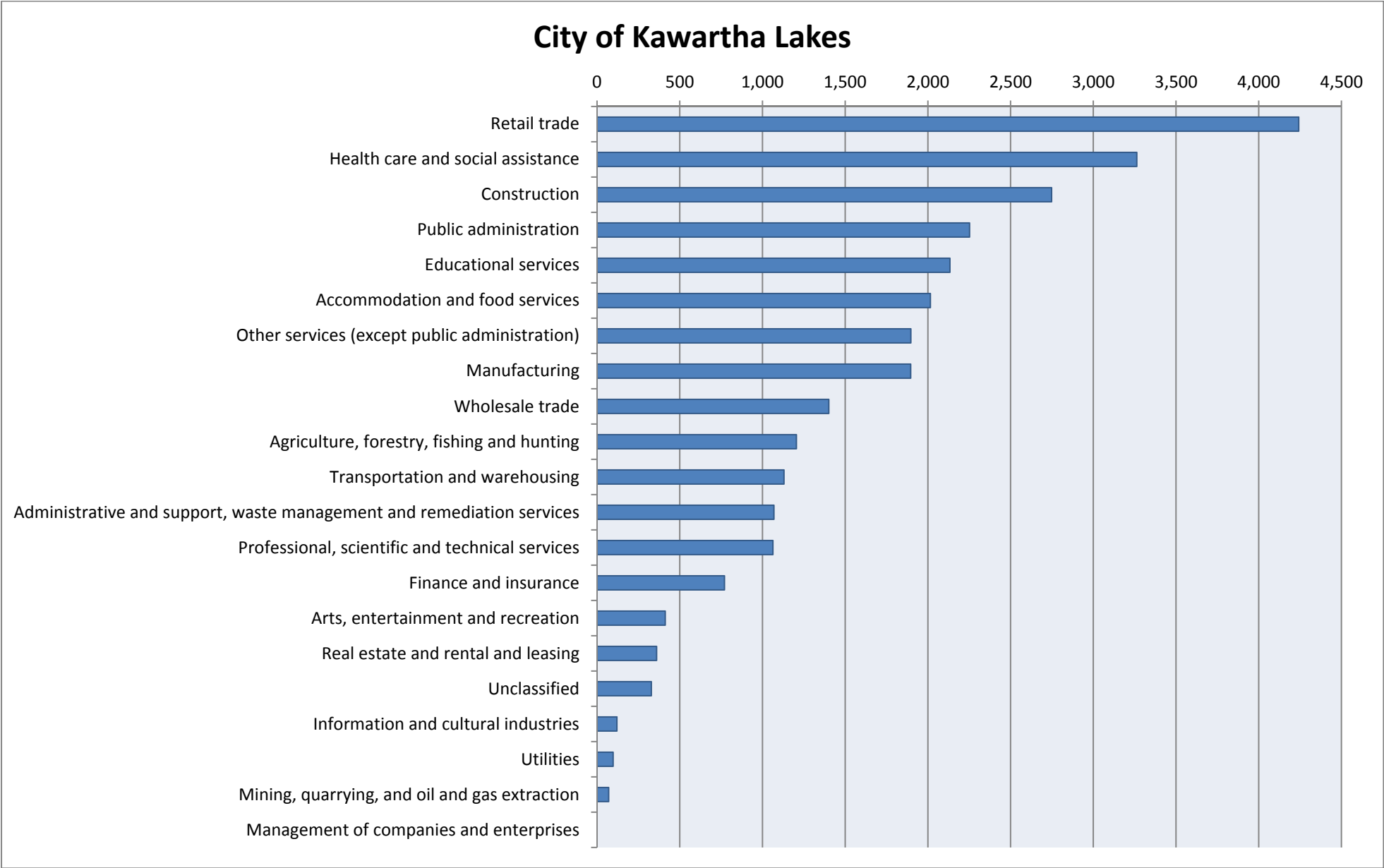
**Table 22: Number of Jobs by Sector for Kawartha Lakes (2016)**

NAICS	Description	2016 Jobs
<b>44-45</b>	Retail trade	4,242
<b>62</b>	Health care and social assistance	3,263
<b>23</b>	Construction	2,748
<b>91</b>	Public administration	2,252
<b>61</b>	Educational services	2,133
<b>72</b>	Accommodation and food services	2,015
<b>81</b>	Other services (except public administration)	1,897
<b>31-33</b>	Manufacturing	1,896
<b>41</b>	Wholesale trade	1,401
<b>11</b>	Agriculture, forestry, fishing and hunting	1,205
<b>48-49</b>	Transportation and warehousing	1,130
<b>56</b>	Administrative and support, waste management and remediation services	1,069
<b>54</b>	Professional, scientific and technical services	1,063
<b>52</b>	Finance and insurance	770
<b>71</b>	Arts, entertainment and recreation	412
<b>53</b>	Real estate and rental and leasing	360
<b>X0</b>	Unclassified	328
<b>51</b>	Information and cultural industries	120
<b>22</b>	Utilities	97
<b>21</b>	Mining, quarrying, and oil and gas extraction	70
<b>55</b>	Management of companies and enterprises	0

Source: EMSI Canada Data (2016.3)



Figure 13: Number of Jobs by Sector for Kawartha Lakes (2016)



Source: EMSI Canada Data (2016.3)

## Location Quotient Analysis

Location Quotient Analysis is a tool used to identify the employment concentration of a specific sector or industry within a specific location against the same sector or industry at either the National or Regional level. For further clarity on the matter, please reference *Annex A – Location Quotient*.

Industries that are producing more than what's typically needed to support a region are in theory exporting their goods to other regions, and conversely industries that are producing less than what is needed to support the community are forced to import goods from other communities. Industries that export are known as basic industries, and those which import are known as non-basic industries.

Location Quotients are a great tool to identify the relative strength of an industry. A score of greater than 1.0 means that an industry is out performing its comparator and a score of below 1.0 means that an industry is underperforming its comparator. Some fluctuations are anticipated, and scores between 0.75 and 1.25 are considered normal. Scores above 1.25 are likely to indicate export and scores below 0.75 are likely to describe import.

The Tables in this section compare the employment concentrations in Kawartha Lakes against both Provincial and National concentration levels.

### Location Quotients Analysis by Sector

Table 23: *Provincial and National Location Quotients Analysis by Sector, Kawartha Lakes (2016)* demonstrates both the Provincial and National Location Quotients for each Sector in Kawartha Lakes. The City of Kawartha Lakes is outperforming both the Province and the Nation in 5 key sectors:

- Agriculture, forestry, fishing and hunting
- Construction
- Other services (except public administration)
- Retail trade
- Public administration

Similarly, Kawartha Lakes is underperforming in the following sectors:

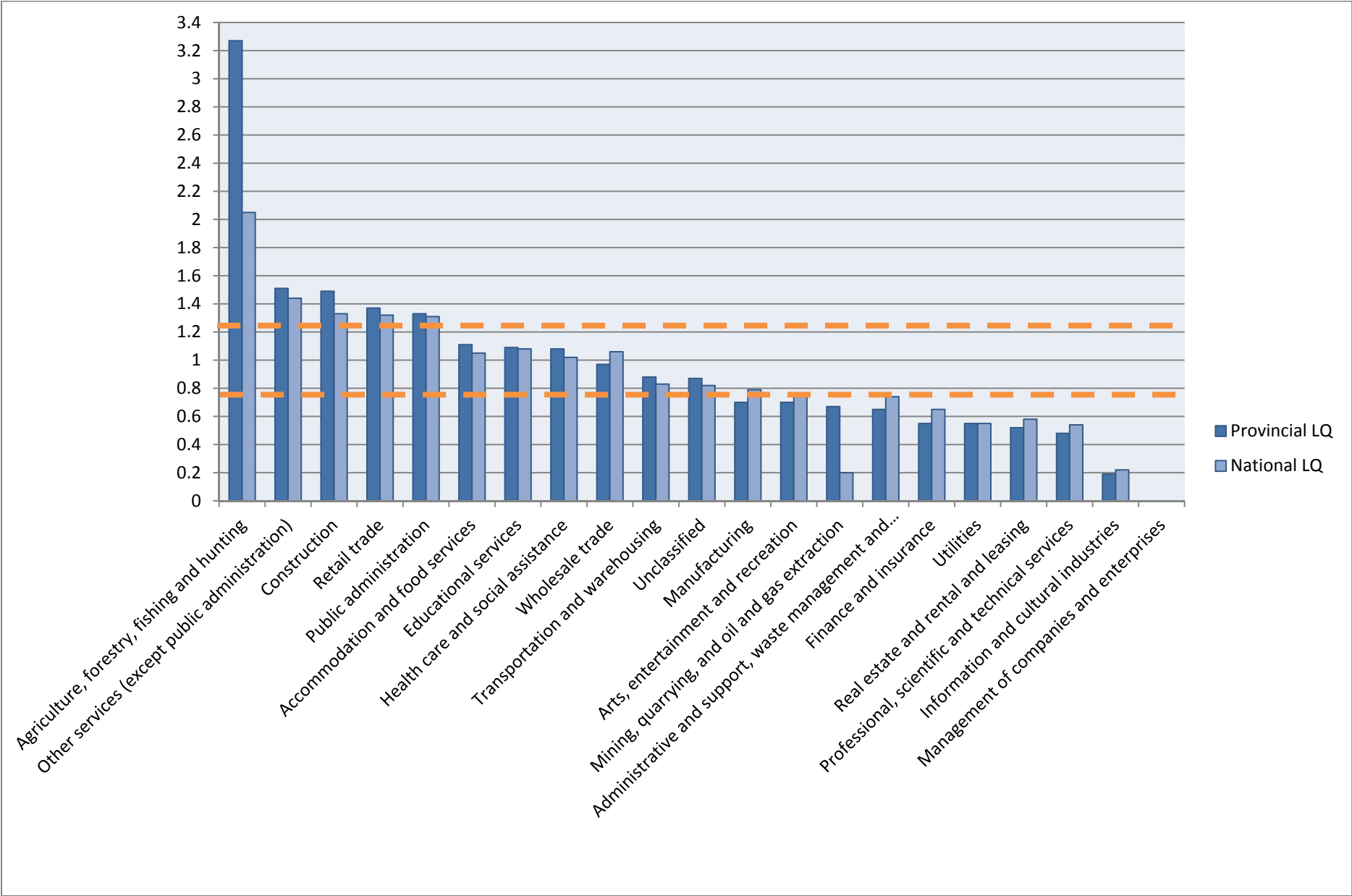
- Management of companies and enterprises
- Information and cultural industries
- Professional, scientific and technical services
- Real estate and rental and leasing
- Finance and Insurance

**Table 23: Provincial and National Location Quotients Analysis by Sector, Kawartha Lakes (2016)**

NAICS	Description	Provincial LQ	National LQ
11	Agriculture, forestry, fishing and hunting	3.27	2.05
81	Other services (except public administration)	1.51	1.44
23	Construction	1.49	1.33
44-45	Retail trade	1.37	1.32
91	Public administration	1.33	1.31
72	Accommodation and food services	1.11	1.05
61	Educational services	1.09	1.08
62	Health care and social assistance	1.08	1.02
41	Wholesale trade	0.97	1.06
48-49	Transportation and warehousing	0.88	0.83
X0	Unclassified	0.87	0.82
31-33	Manufacturing	0.70	0.79
71	Arts, entertainment and recreation	0.70	0.74
21	Mining, quarrying, and oil and gas extraction	0.67	0.20
56	Administrative and support, waste management and remediation services	0.65	0.74
52	Finance and insurance	0.55	0.65
22	Utilities	0.55	0.55
53	Real estate and rental and leasing	0.52	0.58
54	Professional, scientific and technical services	0.48	0.54
51	Information and cultural industries	0.19	0.22
55	Management of companies and enterprises	0.00	0.00

Source: EMSI Canada Data (2016.3)

Figure 14: Provincial and National Location Quotients Analysis by Sector, Kawartha Lakes (2016)



Source: EMSI Canada Data (2016.3)

## Dominant Sub-Sectors

Table 24: *Select Provincial and National Location Quotients by Sub-Sector, Kawartha Lakes (2016)* demonstrates the top 15 Sub-Sectors in Kawartha Lakes. Many of these Sub-Sectors fall within the Sectors which performed well against Provincial and National Location Quotients. Exceptions to this rule include:

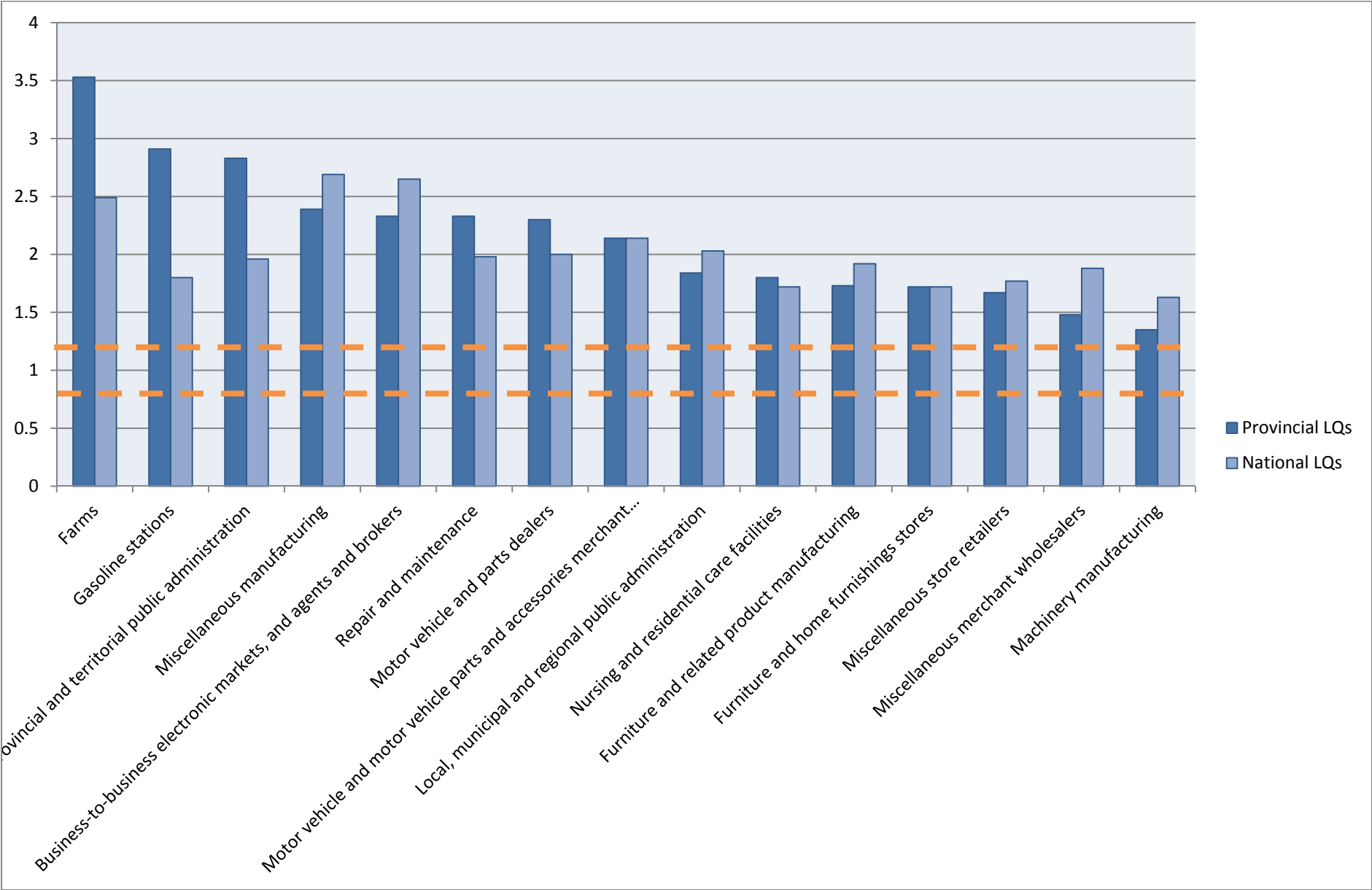
- Miscellaneous manufacturing (339);
- Furniture and related product manufacturing (337); and,
- Machinery manufacturing (333)

**Table 25: Select Provincial and National Location Quotients by Sub-Sector, Kawartha Lakes (2016)**

NAICS	Description	Provincial LQ	National LQ
<b>111-112</b>	Farms	3.53	2.49
<b>447</b>	Gasoline stations	2.91	1.80
<b>912</b>	Provincial and territorial public administration	2.83	1.96
<b>339</b>	Miscellaneous manufacturing	2.39	2.69
<b>419</b>	Business-to-business electronic markets, and agents and brokers	2.33	2.65
<b>811</b>	Repair and maintenance	2.33	1.98
<b>441</b>	Motor vehicle and parts dealers	2.30	2.00
<b>415</b>	Motor vehicle and motor vehicle parts and accessories merchant wholesalers	2.14	2.14
<b>913</b>	Local, municipal and regional public administration	1.84	2.03
<b>623</b>	Nursing and residential care facilities	1.80	1.72
<b>337</b>	Furniture and related product manufacturing	1.73	1.92
<b>442</b>	Furniture and home furnishings stores	1.72	1.72
<b>453</b>	Miscellaneous store retailers	1.67	1.77
<b>418</b>	Miscellaneous merchant wholesalers	1.48	1.88
<b>333</b>	Machinery manufacturing	1.35	1.63

Source: EMSI Canada Data (2016.3)

Figure 15: Select Provincial and National Location Quotients by Sub-Sector, Kawartha Lakes (2016)



Source: EMSI Canada Data (2016.3)

## Dominant Industry Levels

Table 25: *Select Provincial and National Location Quotients by Industry, Kawartha Lakes (2016)*

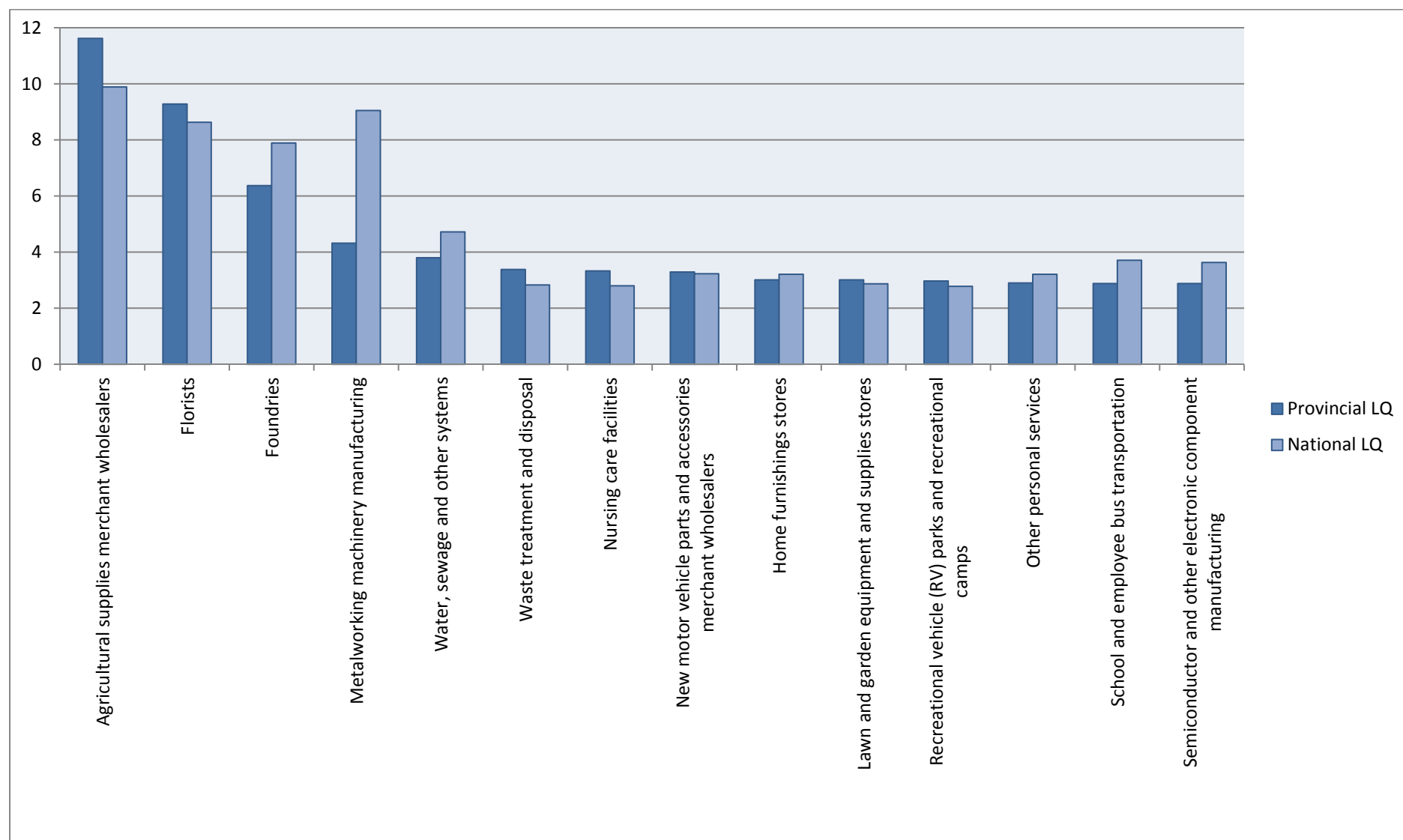
demonstrates the top 15 Industries in Kawartha Lakes. Many of these Industries fall within either the Sectors or Sub-Sectors which performed well against Provincial and National Location Quotients. In some cases, the Industries that do not fall within dominant Sectors or Sub-sectors support industries that do, as is the case of Foundries (3315) which support many businesses that revolve around metal manufacturing. In other scenarios, dominant Industries can be explained by Kawartha Lakes' geography, as is the case of the Water, Sewage and other Systems Industry (2213).

Table 26: *Select Provincial and National Location Quotients by Industry, Kawartha Lakes (2016)*

NAICS	Description	Provincial LQ	National LQ
<b>4183</b>	Agricultural supplies merchant wholesalers	11.62	9.89
<b>4531</b>	Florists	9.28	8.63
<b>3315</b>	Foundries	6.37	7.89
<b>3335</b>	Metalworking machinery manufacturing	4.32	9.05
<b>2213</b>	Water, sewage and other systems	3.80	4.72
<b>5622</b>	Waste treatment and disposal	3.38	2.83
<b>6231</b>	Nursing care facilities	3.33	2.80
<b>4152</b>	New motor vehicle parts and accessories merchant wholesalers	3.29	3.23
<b>4422</b>	Home furnishings stores	3.01	3.21
<b>4442</b>	Lawn and garden equipment and supplies stores	3.01	2.87
<b>7212</b>	Recreational vehicle (RV) parks and recreational camps	2.97	2.78
<b>8129</b>	Other personal services	2.90	3.21
<b>4854</b>	School and employee bus transportation	2.88	3.71
<b>3344</b>	Semiconductor and other electronic component manufacturing	2.88	3.63
<b>3399</b>	Other miscellaneous manufacturing	2.50	2.73

Source: EMSI Canada Data (2016.3)

Figure 16: Select Provincial and National Location Quotients by Industry, Kawartha Lakes (2016)



Source: EMSI Canada Data (2016.3)



Table 26: *Kawartha Lakes, Location Quotient Percent Change (2011 – 2016)* demonstrates the percent change in National Location Quotients for the City of Kawartha Lakes between 2011 and 2016.

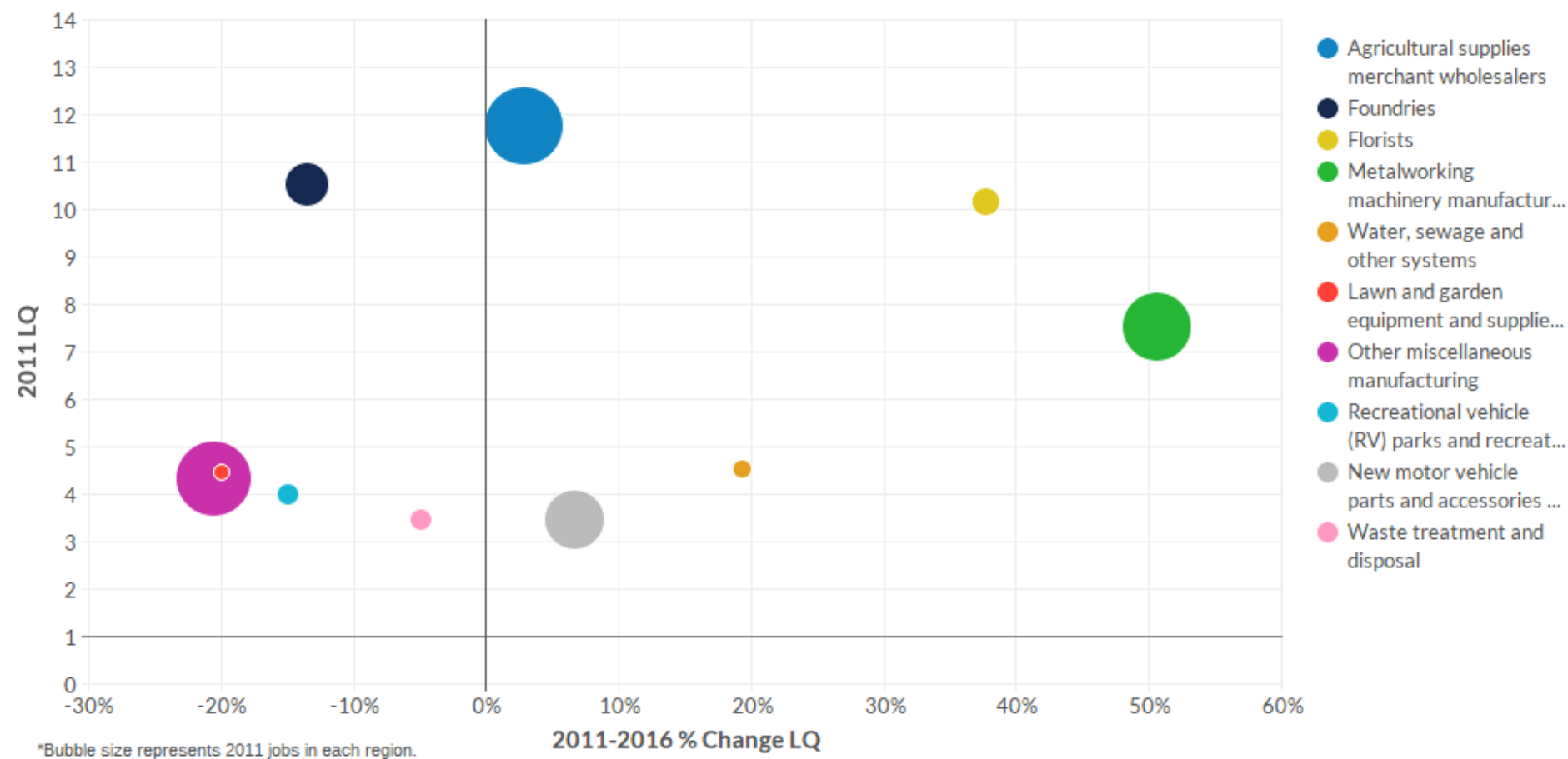
A graphic representation of this table follows.

**Table 27: Kawartha Lakes, Location Quotient Percent Change (2011 – 2016)**

NAICS	Industry	2011 Jobs	2016 Jobs	Percent Change	2011 LQ	2016 LQ	Percent Change LQ	2015 Wages Per Worker
<b>4183</b>	Agricultural supplies merchant wholesalers	214	246	15%	11.75	12.09	3%	\$38,285
<b>3315</b>	Foundries	130	109	-16%	10.52	9.10	-14%	\$33,308
<b>4531</b>	Florists	90	116	29%	10.18	14.01	38%	\$27,846
<b>3335</b>	Metalworking machinery manufacturing	192	313	63%	7.53	11.33	51%	\$51,381
<b>2213</b>	Water, sewage and other systems	65	78	21%	4.54	5.42	19%	\$75,951
<b>4442</b>	Lawn and garden equipment and supplies stores	57	53	-7%	4.47	3.58	-20%	\$32,943
<b>3399</b>	Other miscellaneous manufacturing	208	180	-13%	4.33	3.44	-21%	\$55,447
<b>7212</b>	Recreational vehicle (RV) parks and recreational camps	72	70	-2%	3.99	3.39	-15%	\$34,269
<b>4152</b>	New motor vehicle parts and accessories merchant wholesalers	168	196	16%	3.48	3.71	7%	\$25,374
<b>5622</b>	Waste treatment and disposal	77	77	0%	3.45	3.28	-5%	\$43,317

Source: EMSI Canada Data (2016.3)

Figure 17: Kawartha Lakes, Location Quotient Percent Change (2011 – 2016)



Source: EMSI Canada Data (2016.3)

## Shift-Share Analysis

Another tool which is useful in determining the competitive advantage of a given municipality is the Shift-Share Analysis. Shift-Share Analysis measures the relative strength of a sector within a municipality. It does this by comparing job changes in a community against both the anticipated changes based on national growth as well as the industry growth. Shift-Share Analysis allows for analysis over time, this is different compared to Location Quotients which are a snapshot of a specific year.

Table 27: *Job Growth by Sector, Kawartha Lakes vs. Ontario (2011 – 2016)* provides an overview of job growth by percentage in both Kawartha Lakes as well as the Province. We have seen an increase of 2,551 new jobs which is an increase of 10% since 2011 whereas the Province has only experienced growth of 7%.

**Table 28: Job Growth by Sector, Kawartha Lakes vs. Ontario (2011 – 2016)**

NAICS	Description	Kawartha Lakes	Ontario
<b>48-49</b>	Transportation and warehousing	45%	13%
<b>31-33</b>	Manufacturing	34%	1%
<b>23</b>	Construction	26%	11%
<b>41</b>	Wholesale trade	24%	6%
<b>81</b>	Other services (except public administration)	23%	0%
<b>56</b>	Administrative and support, waste management and remediation services	13%	6%
<b>54</b>	Professional, scientific and technical services	12%	10%
<b>51</b>	Educational services	10%	9%
<b>72</b>	Accommodation and food services	8%	16%
<b>44-45</b>	Retail trade	4%	7%
<b>22</b>	Utilities	4%	-9%
<b>62</b>	Health care and social assistance	2%	10%
<b>55</b>	Management of companies and enterprises	0%	-12%
<b>91</b>	Public administration	-1%	-2%
<b>11</b>	Agriculture, forestry, fishing and hunting	-4%	-6%
<b>51</b>	Information and cultural industries	-5%	8%
<b>53</b>	Real estate and rental and leasing	-6%	18%
<b>55</b>	Finance and insurance	-8%	8%
<b>71</b>	Arts, entertainment and recreation	-12%	12%
<b>21</b>	Mining, quarrying, and oil and gas extraction	-13%	5%
<b>X0</b>	Unclassified	-17%	-16%

Source: EMSI Canada Data (2016.3)

Table 28 is a Sector Shift Share Analysis for Kawartha Lakes. It should be interpreted as follows:

- NAICS: North American Industry Classification System number
- Description: 2 Digit NAICS identifier.
- 2011 - 2016 Change: The amount of new or lost jobs in each sector.
- Industrial (Ind.) Mix Effect: The expected amount of new or lost jobs in a sector based on national industry trends.
- National (Nat'l) Growth Effect: The expected amount of new or lost jobs in a sector based on national trends.
- Expected Change: The sum of "Industrial Mix Effect" and "National Growth Effect".

- Competitive (comp.) Effect: The difference between “2011-2016 Change” and the “Expected Change”. Positive numbers mean that we are outperforming a sector, and negative numbers indicate that we are performing more poorly.

Our sectors of strengths are in:

- Manufacturing:
- Other services
- Transportation and warehousing
- Wholesale trade

Our weakest sectors are in:

- Health Care and social assistance
- Accommodation and food services
- Arts, entertainment and recreation
- Finance and insurance

**Table 29: Shift Share Analysis for Jobs by Sector, Kawartha Lakes (2011 – 2016)**

NAICS	Description	2011 - 2016 Change	Ind. Mix Effect	Nat'l Growth Effect	Expected Change	Competitive Effect
11	Agriculture, forestry, fishing and hunting	-51	-125	71	-54	3
21	Mining, quarrying, and oil and gas extraction	-10	-1	5	4	-13
22	Utilities	4	-11	5	-6	9
23	Construction	559	123	123	246	313
31-33	Manufacturing	483	-72	80	8	477
41	Wholesale trade	272	-4	64	60	213
44-45	Retail trade	165	-82	230	148	17
48-49	Transportation and warehousing	352	38	44	82	271
51	Information and cultural industries	-6	-8	7	-1	-5
52	Finance and insurance	-66	-14	47	33	-98
53	Real estate and rental and leasing	-25	22	22	44	-69
54	Professional, scientific and technical services	110	21	54	75	36
55	Management of companies and enterprises	0	0	0	0	0
56	Administrative and support, waste management and remediation services	125	2	53	55	70
61	Educational services	202	33	109	142	60
62	Health care and social assistance	69	156	180	336	-267
71	Arts, entertainment and recreation	-55	15	26	41	-97
72	Accommodation and food services	146	143	105	248	-102
81	Other services (except public administration)	355	-56	87	31	325
91	Public administration	-16	-151	128	-23	8
X0	Unclassified	-65	-52	22	-30	-36
	TOTAL	2,551	-24	1459	1,435	1116

Source: EMSI Canada Data (2016.3)

Table 29 utilizes Shift Share Analysis and the industry level (four digit NAICS) to identify the 10 most competitive industries in Kawartha Lakes over the last five years. Table 26 identifies the 10 fastest growing industries by volume of jobs. Comparing these lists, the following industries are found in both lists:

- Metalworking machinery manufacturing
- Grocery stores
- Farms
- Employment services
- Food merchant wholesalers
- School and employee bus transportation
- Elementary and secondary schools

**Table 30: Most Competitive Industries in Kawartha Lakes (2011 – 2016)**

NAICS	Industry	Job Change	Ind. Mix Effect	Nat'l Growth Effect	Expected Change	Comp. Effect	2015 Wages Per Worker
<b>3335</b>	Metalworking machinery manufacturing	121	4	12	16	106	\$51,381
<b>4451</b>	Grocery stores	57	-63	45	-18	74	\$16,685
<b>1110</b>	Farms	75	-16	22	6	69	\$16,093
<b>5613</b>	Employment services	90	21	17	38	52	\$25,880
<b>4191</b>	Business-to-business electronic markets, and agents and brokers	49	-4	5	1	48	\$63,490
<b>4131</b>	Food merchant wholesalers	56	2	6	8	47	\$20,763
<b>4854</b>	School and employee bus transportation	56	1	8	9	46	\$29,859
<b>3118</b>	Bakeries and tortilla manufacturing	41	-2	6	4	37	\$28,027
<b>6111</b>	Elementary and secondary schools	132	0	95	95	36	\$59,541
<b>4179</b>	Other machinery, equipment and supplies merchant wholesalers	24	-21	9	-12	36	\$52,005

Source: EMSI Canada Data (2016.3)

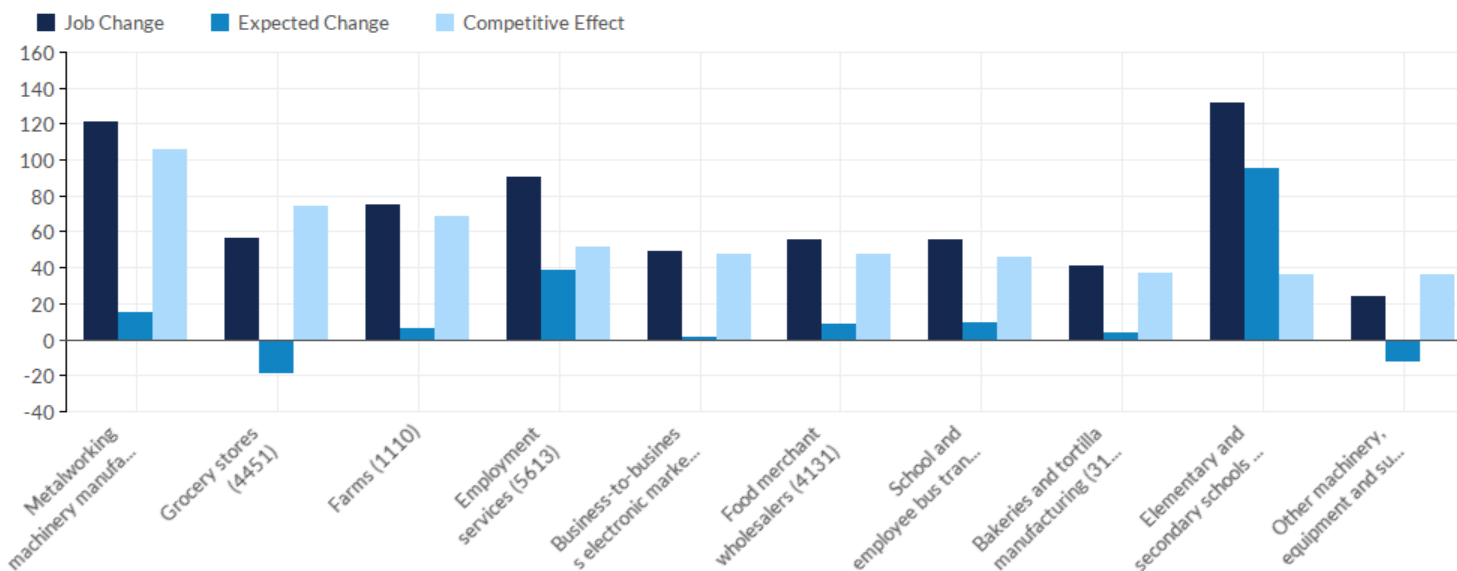
**Table 31: Fastest Growing Industries (2011 – 2016)**

NAICS	Industry	2011 Jobs	2016 Jobs	Change in Jobs	% Change	2015 Wages Per Worker
<b>6111</b>	Elementary and secondary schools	1,574	1,705	132	8%	\$59,541
<b>3335</b>	Metalworking machinery manufacturing	192	313	121	63%	\$51,381
<b>5613</b>	Employment services	286	377	90	31%	\$25,880
<b>1110</b>	Farms	371	445	75	20%	\$16,093
<b>6231</b>	Nursing care facilities	695	766	72	10%	\$26,341
<b>7225</b>	Full-service restaurants and limited-service eating places	1,292	1,357	65	5%	\$15,241
<b>4422</b>	Home furnishings stores	106	165	59	56%	\$29,902
<b>4451</b>	Grocery stores	742	798	57	8%	\$16,685
<b>4854</b>	School and employee bus transportation	140	196	56	40%	\$29,859
<b>4131</b>	Food merchant wholesalers	100	155	56	56%	\$20,763

Source: EMSI Canada Data (2016.3)

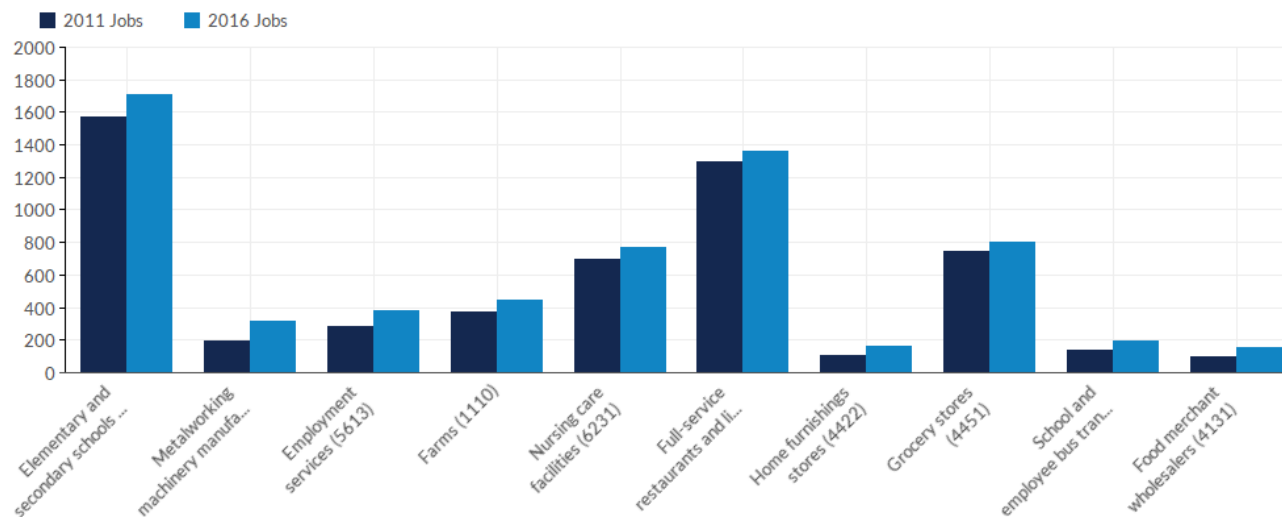
These tables are represented graphically in Figures 18 & 19 on the following page.

Figure 18: Most Competitive Industries in Kawartha Lakes (2011 – 2016)



Source: EMSI Canada Data (2016.3)

Figure 19: Fastest Growing Industries in Kawartha Lakes (2011 – 2016)



Source: EMSI Canada Data (2016.3)

## Business Pattern Data

Tables 43 & 44 in the data tables section provide a breakdown of business growth. Below is a summary of the information.

Since 2011, the City of Kawartha Lakes has seen a 56% increase in new businesses rising from 4,395 to 6,867. The province of Ontario has seen a growth of 65% in that same period of time.

Some sectors have seen above average growth in comparison to the Province of Ontario. The largest increases have come from the following sectors:

- Utilities: 625% growth in the number of businesses compared to 215% in the Province.
- Real estate and rental and leasing: 188% growth in the number of businesses compared to 160% in the Province.
- Agriculture, forestry, fishing and hunting: 79% growth in the number of businesses compared to 40% in the Province.
- Professional, scientific and technical services: 44% growth in the number of businesses compared to 37% in the Province.

At a Sub-Sector level, we have had our largest growth from 2011-2016 in the following areas:

- Real estate: 673 new businesses which relates to 204% growth in the number of businesses compared to 171% in the Province.
- Support activities for agriculture and forestry: 21 new businesses which relates to 124% growth in the number of businesses compared to 71% in the Province.
- Performing arts, spectator sports and related industries: 22 new businesses which relate to 85% growth in the number of businesses compared to 77% in the Province.
- Farms: 335 new businesses which relate to 80% growth in the number of businesses compared to 40% in the Province. (It should be noted that farms are in many cases registered differently than regular businesses and as such this increase does not necessarily indicate an 80% increase in farms, but could reflect increased business registrations)

Our Sub-Sectors which saw the largest decline from 2011-2016 are:

- Building materials and supplies merchant wholesalers: a loss of 4 businesses representing a 17% decline.
- Miscellaneous merchant wholesalers: a loss of 5 businesses representing a 17% decline.
- Furniture and home furnishings stores: Decline of 9 businesses representing a 32% decline.
- B2B electronic markets, and agents and brokers: Decline of 6 businesses representing a 33% decline.

## Economic Development Trends Analysis

For the last 31 years, Area Development Magazine, a US publication has published a list of the most important site selection data ranked by corporate executives. The table below is a reproduction of their survey. The top 6 site selection strengths for Kawartha Lakes include our Highway Access (1); Low Labour Costs (3); Proximity to Major Markets (9); Quality of Life (10); and, Availability of Buildings (11) & Land (12).

**Table 32: Site Selection Factors – Area Development Magazine**

Combined Ratings Corporate Survey 2016*		
Site Selection Factors	2016	2015
1. Highway Accessibility	94.4	88.0 (2)**
2. Availability of skilled labour	89.8	92.9 (1)
3. Labour costs	89.6	80.8 (6)
4. Occupancy or construction costs	86.0	85.4 (4)
5. State and local incentives	84.0	75.8 (9)
6. Corporate tax rate	82.3	78.8 (7)
7. Tax exemptions	79.7	74.7 (11)
8. Energy availability and cost	78.5	75.3 (10)
9. Proximity to major markets	78.1	76.3 (8)
10. Quality of Life	76.4	87.6 (3)
11. Available buildings	75.5	83.7 (5)
12. Available land	75.3	73.9 (13)
13. Expedited or “fast-track” permitting	71.7	74.2 (12)
14. Environment regulations	70.8	69.8 (14)
14T. Low union profile	70.8	66.3 (18)
16. Right-to-work state	70.1	67.7 (16T)
17. Inbound/outbound shipping costs	69.1	64.6 (19)
18. Training programs/technical colleges	66.7	68.7 (15)
1T. Availability of long-term financing	66.7	67.7 (16)
20. Proximity to suppliers	66.0	64.3 (20)
21. Raw materials availability	53.7	52.6 (24)
22. Accessibility to major airport	52.4	58.6 (21)
23. Availability of unskilled labour	51.9	47.8 (26)
24. Water availability	46.3	54.6 (22)
25. Availability of advanced ICT services	40.9	53.6 (23)
26. Proximity to innovation/commercialization R&D Centres	39.2	48.4 (25)
27. Railroad service	33.7	32.4 (27)
28. Waterway or Oceanport accessibility	18.1	24.0 (28)

Source: Area Development Magazine – “30th Annual Survey of Corporate Executives: Cautious Optimism Reflected

\*All figures are percentages and are the total of “very important” and “important” ratings of the Area Development Corporate Survey and are rounded to the nearest tenth of a percent. \*\*(2015 ranking)



## Economic Forecast

Staff from the office of Economic Development undertook of a review of recent forecasts published by Canadian banks. The following is provided as a summary of these publications.

### Canada

- Generally positive despite some risks in the market.
- Expected investments in the manufacturing sector (especially in automotive) could lead to positive growth.
- Risks exist as a result of British Columbia & Ontario housing markets.
- Uncertainty in Canada & U.S. relations as a result of trade policies implemented by the new Trump administration has increased risks.

### Ontario

- Positive outlook within the province.
- Strong job creation and increased infrastructure expenditures that could lead to increased consumer spending.
- Rapid price increases in the housing market has created some risk in the market in the event of a cooling effect or correction in the market.

### Sources

- Provincial Economic Forecast, TD Economics, December 2016
- RBC Economic Outlook – Provincial Fact Sheet, RBC Economic Research, December 2016
- Economic Outlook – Economics and Strategy, National Bank Financial Markets, Winter 2017
- Global Economics – Economic Commentary Canada and the Provinces, January 2017 (Tables 45 & 46 in the Data Tables Section)

## Data Tables

Table 33: Changes in Population, Kawartha Lakes (2006, 2011, 2016)

Age Cohort	2006 Population	2011 Population	2016 Population
Under 5 years	4.10%	4.25%	4.07%
5 to 9 years	5.05%	4.22%	4.47%
10 to 14 years	6.50%	5.22%	4.34%
15 to 19 years	6.87%	6.46%	5.27%
20 to 24 years	5.55%	5.42%	5.76%
25 to 29 years	4.47%	4.82%	4.67%
30 to 34 years	4.77%	4.61%	4.78%
35 to 39 years	5.70%	4.74%	4.60%
40 to 44 years	7.74%	5.63%	4.63%
45 to 49 years	8.33%	7.87%	5.76%
50 to 54 years	7.99%	8.71%	8.51%
55 to 59 years	7.57%	8.49%	9.07%
60 to 64 years	6.45%	8.09%	8.63%
65 to 69 years	5.14%	6.75%	8.05%
70 to 74 years	4.67%	4.83%	6.34%
75 to 79 years	4.08%	4.07%	4.33%
80 to 84 years	2.86%	3.09%	3.29%
85 years and over	2.14%	2.71%	3.43%
<b>Total</b>	<b>76,861</b>	<b>74,942</b>	<b>75,848</b>

Source: EMSI Canada Data (2016.3)

**Table 34: Percentage of Population by Age, Provincial Comparator (2016)**

Age Cohort	Kawartha Lakes	Kawartha Lakes %	Ontario %
Under 5 years	3,088	4.07%	5.18%
5 to 9 years	3,389	4.47%	5.34%
10 to 14 years	3,294	4.34%	5.32%
15 to 19 years	3,999	5.27%	5.94%
20 to 24 years	4,372	5.76%	7.05%
25 to 29 years	3,539	4.67%	6.93%
30 to 34 years	3,624	4.78%	6.73%
35 to 39 years	3,489	4.60%	6.49%
40 to 44 years	3,509	4.63%	6.50%
45 to 49 years	4,371	5.76%	6.87%
50 to 54 years	6,451	8.51%	7.74%
55 to 59 years	6,880	9.07%	7.29%
60 to 64 years	6,545	8.63%	6.19%
65 to 69 years	6,108	8.05%	5.36%
70 to 74 years	4,805	6.34%	3.88%
75 to 79 years	3,288	4.33%	2.87%
80 to 84 years	2,496	3.29%	2.11%
85 years and over	2,600	3.43%	2.21%
<b>Total</b>	<b>75,848</b>	<b>100.00%</b>	<b>100.00%</b>

Source: EMSI Canada Data (2016.3)

**Table 35: Population by Income Levels with Percent Change, Kawartha Lakes vs. ON (2011 & 2016)**

	Kawartha Lakes			Ontario		
	2011	2016	% Change	2011	2016	% Change
<b>Without Income</b>	2,730	2,883	5.60	556,515	623,850	12.10
<b>With Income</b>	58,515	61,673	5.40	9,917,155	11,041,679	11.34
<b>Under \$5,000</b>	5,190	4,922	-5.16	1,064,160	1,118,031	5.06
<b>\$5,000 to \$9,999</b>	4,350	4,575	5.17	716,195	824,527	15.13
<b>\$10,000 to \$14,999</b>	5,765	5,858	1.61	872,785	954,861	9.40
<b>\$15,000 to \$19,999</b>	5,560	6,039	8.62	875,275	984,092	12.43
<b>\$20,000 to \$29,999</b>	9,895	9,986	0.92	1,361,710	1,454,940	6.85
<b>\$30,000 to \$39,999</b>	7,635	8,182	7.16	1,136,730	1,270,840	11.80
<b>\$40,000 to \$49,999</b>	6,120	6,504	6.27	980,790	1,096,476	11.80
<b>\$50,000 to \$59,999</b>	4,030	4,503	11.74	746,360	867,625	16.25
<b>\$60,000 to \$79,999</b>	4,650	4,758	2.32	964,280	1,040,193	7.87
<b>\$80,000 to \$99,999</b>	2,995	3,390	13.19	574,710	671,791	16.89
<b>\$100,000 and over</b>	2,325	2,957	27.18	624,145	758,303	21.49
<b>\$100,000 to \$124,999</b>	1,460	1,789	22.53	293,865	369,653	25.79
<b>\$125,000 and over</b>	865	1,168	35.03	330,285	388,650	17.67
<b>Population 15 years and over</b>	<b>61,245</b>	<b>64,557</b>	<b>5.41</b>	<b>10,473,670</b>	<b>11,665,529</b>	<b>11.38</b>

Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey

**Table 36: Individual Income Levels, Kawartha Lakes vs. Ontario (2016)**

	Kawartha Lakes	Kawartha Lakes %	Ontario %
<b>Without Income</b>	2,883	4.47	5.35
<b>With Income</b>	61,673	95.53	94.65
<b>Under \$5,000</b>	4,922	7.62	9.58
<b>\$5,000 to \$9,999</b>	4,575	7.09	7.07
<b>\$10,000 to \$14,999</b>	5,858	9.07	8.19
<b>\$15,000 to \$19,999</b>	6,039	9.35	8.44
<b>\$20,000 to \$29,999</b>	9,986	15.47	12.47
<b>\$30,000 to \$39,999</b>	8,182	12.67	10.89
<b>\$40,000 to \$49,999</b>	6,504	10.07	9.40
<b>\$50,000 to \$59,999</b>	4,503	6.98	7.44
<b>\$60,000 to \$79,999</b>	4,758	7.37	8.92
<b>\$80,000 to \$99,999</b>	3,390	5.25	5.76
<b>\$100,000 and over</b>	2,957	4.58	6.50
<b>\$100,000 to \$124,999</b>	1,789	2.77	3.17
<b>\$125,000 and over</b>	1,168	1.81	3.33
<b>Population 15 years and over</b>	64,557	100.00	11,665,529
<b>Median income (\$) of population 15 years and over</b>	31,821		33,452
<b>Average income (\$) of population 15 years and over</b>	43,706		48,333

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

**Table 37: Economic Family Income Levels, Kawartha Lakes vs. Ontario (2016)**

	Kawartha Lakes	Ontario
<b>Number of Economic Families</b>	23,028	3,876,390
<b>Median Family Income (\$)</b>	80,487	92,806
<b>Average Family Income (\$)</b>	100,977	116,753
<b>Median household total income (\$)</b>	69,792	72,907
<b>Average household total income (\$)</b>	85,280	97,165

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

Table 38: Average Rent in Ontario (2015)

Service Manager Area	Bachelor	1 Bedroom	2 Bedroom	3+ Bedroom	Total
<b>Ontario</b>	<b>\$840</b>	<b>\$972</b>	<b>\$1,121</b>	<b>\$1,371</b>	<b>\$1,060</b>
Regional Municipality of Halton	\$876	\$1,120	\$1,283	\$1,540	\$1,245
City of Toronto	\$942	\$1,110	\$1,301	\$1,540	\$1,206
Regional Municipality of York	\$833	\$1,091	\$1,262	\$1,441	\$1,189
Regional Municipality of Peel	\$812	\$1,062	\$1,235	\$1,359	\$1,175
City of Ottawa	\$801	\$972	\$1,176	\$1,390	\$1,056
City of Kingston	\$679	\$921	\$1,099	\$1,469	\$1,036
Regional Municipality of Durham	\$793	\$904	\$1,042	\$1,223	\$1,021
County of Dufferin	N/A	\$923	\$1,093	N/A	\$1,009
County of Simcoe	\$689	\$893	\$1,045	\$1,257	\$992
County of Wellington	\$670	\$885	\$1,015	\$1,153	\$966
County of Northumberland	\$530	\$856	\$988	\$1,210	\$949
Regional Municipality of Waterloo	\$704	\$850	\$997	\$1,154	\$947
County of Oxford	\$563	\$776	\$1,045	\$887	\$943
City of Kawartha Lakes	\$665	\$816	\$1,031	\$1,193	\$938
City of Peterborough	\$666	\$816	\$959	\$1,172	\$920
District Municipality of Muskoka	\$656	\$803	\$950	\$1,094	\$905
City of London	\$609	\$787	\$976	\$1,102	\$890
County of Hastings	\$644	\$804	\$917	\$1,092	\$885
City of Greater Sudbury	\$610	\$771	\$953	\$1,114	\$883
County of Lambton	\$630	\$754	\$964	\$1,156	\$874
Regional Municipality of Niagara	\$612	\$765	\$909	\$1,026	\$859
Nipissing DSSAB	\$557	\$725	\$903	\$1,075	\$849
Sault Ste. Marie DSSAB	\$603	\$749	\$917	\$1,131	\$845
City of Brantford	\$627	\$779	\$870	\$950	\$843
City of Hamilton	\$590	\$749	\$917	\$1,062	\$826
County of Bruce	\$567	\$733	\$862	\$920	\$822
United Counties of Leeds & Grenville	\$572	\$710	\$836	\$921	\$793
City of Stratford	\$566	\$702	\$836	\$961	\$790
County of Lennox & Addington	\$559	\$700	\$832	\$962	\$790
County of Grey	\$578	\$692	\$841	\$891	\$783
Kenora DSSAB	\$472	\$680	\$853	N/A	\$768
County of Renfrew	\$624	\$622	\$810	\$983	\$759
United Counties of Prescott & Russell	\$538	\$630	\$786	\$854	\$747
City of St. Thomas	\$489	\$656	\$794	N/A	\$746
Algoma DSSAB	\$537	\$688	\$778	\$797	\$742
City of Windsor	\$536	\$689	\$824	\$942	\$739
City of Cornwall	\$564	\$631	\$778	\$799	\$728
Thunder Bay DSSAB	\$500	\$642	\$740	\$737	\$701
Municipality of Chatham-Kent	\$518	\$635	\$731	\$727	\$693
County of Norfolk	\$570	\$672	\$680	\$843	\$680

Source: CMHC, 2014 Rental Market Survey (2016)

**Table 39: Average Rent, Wages and Rent to Wages Ratio (2015)**

Service Manager Area	Average Rent (\$)	Average Wages (\$)	Rent To Wages Ratio
Regional Municipality of Halton	1,245	50,300	0.297
City of Kawartha Lakes	938	38,500	0.292
County of Dufferin	1,009	41,700	0.290
County of Northumberland	949	40,200	0.283
County of Simcoe	992	42,200	0.282
Regional Municipality of York	1,189	51,100	0.279
City of Kingston	1,036	45,000	0.276
District Municipality of Muskoka	905	39,600	0.274
County of Oxford	943	41,700	0.271
Regional Municipality of Peel	1,175	52,000	0.271
County of Hastings	885	40,000	0.266
Regional Municipality of Niagara	859	39,300	0.262
City of Peterborough	920	42,600	0.259
Regional Municipality of Durham	1,021	47,500	0.258
County of Wellington	966	45,600	0.254
City of Toronto	1,206	57,100	0.253
County of Grey	783	37,300	0.252
City of Brantford	843	40,400	0.250
City of London	890	43,900	0.243
United Counties of Leeds & Grenville	793	39,700	0.240
Regional Municipality of Waterloo	947	48,000	0.237
Sault Ste. Marie DSSAB	845	43,200	0.235
City of Stratford	790	41,000	0.231
United Counties of Prescott & Russell	747	39,000	0.230
Nipissing DSSAB	849	44,500	0.229
City of Greater Sudbury	883	46,500	0.228
City of Ottawa	1,056	56,300	0.225
City of Hamilton	826	43,900	0.221
County of Renfrew	759	44,900	0.216
City of St. Thomas	746	42,400	0.214
City of Cornwall	728	42,200	0.213
Cochrane DSSAB	823	41,900	0.212
Municipality of Chatham-Kent	693	41,000	0.209
County of Lennox & Addington	790	46,600	0.208
County of Lambton	874	39,800	0.206
Algoma DSSAB	742	45,500	0.206
County of Norfolk	680	50,900	0.202
City of Windsor	739	43,300	0.199
Thunder Bay DSSAB	701	40,300	0.197
County of Bruce	822	44,500	0.166
<b>Ontario</b>	<b>1,060</b>	<b>49,800</b>	<b>0.255</b>

Source: CMHC, 2014 Rental Market Survey (2016), EMSI Canada Data (2016.3)

**Table 40: Household Income Levels, Kawartha Lakes vs. Ontario (2016)**

	Kawartha Lakes	Kawartha Lakes %	Ontario %
<b>Under \$5,000</b>	562	1.84	2.30
<b>\$5,000 to \$9,999</b>	404	1.32	1.87
<b>\$10,000 to \$14,999</b>	889	2.91	2.91
<b>\$15,000 to \$19,999</b>	1,381	4.52	4.43
<b>\$20,000 to \$29,999</b>	2,552	8.35	7.48
<b>\$30,000 to \$39,999</b>	3,105	10.15	8.40
<b>\$40,000 to \$49,999</b>	3,039	9.94	8.72
<b>\$50,000 to \$59,999</b>	3,085	10.09	8.95
<b>\$60,000 to \$79,999</b>	4,375	14.31	12.77
<b>\$80,000 to \$99,999</b>	3,427	11.21	11.75
<b>\$100,000 to \$124,999</b>	3,317	10.85	10.99
<b>\$125,000 to \$149,999</b>	2,068	6.76	7.78
<b>\$150,000 and over</b>	2,372	7.76	11.65
<b>Total Number of Private Households</b>	30,577		5,343,770
<b>Median household total income (\$)</b>	69,792		72,907
<b>Average household total income (\$)</b>	85,280		97,165

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

**Table 41: Post-secondary Qualifications by Major Field of Study, Kawartha Lakes vs. Ontario (2016)**

	Kawartha Lakes	Kawartha Lakes %	Ontario %
<b>No postsecondary certificate, diploma or degree</b>	34,315	53.15	45.57
<b>Education</b>	2,856	4.42	3.61
<b>Visual and performing arts, and communications technologies</b>	842	1.30	2.00
<b>Humanities</b>	823	1.27	3.21
<b>Social and behavioural sciences and law</b>	2,900	4.49	6.46
<b>Business, management and public administration</b>	5,179	8.02	11.89
<b>Physical and life sciences and technologies</b>	492	0.76	2.10
<b>Mathematics, computer and information sciences</b>	603	0.93	2.47
<b>Architecture, engineering, and related technologies</b>	7,716	11.95	11.30
<b>Agriculture, natural resources and conservation</b>	1,018	1.58	0.90
<b>Health and related fields</b>	5,517	8.55	7.61
<b>Personal, protective and transportation services</b>	2,294	3.55	2.84
<b>Other fields of study</b>	0	0.00	0.05
<b>Population aged 15 years and over</b>	64,557		11,665,529

Source: SuperDemographics 2016 from Manifold Data Mining Inc.

**Table 42: Key Labour Force Indicators, Kawartha Lakes vs. Ontario (2006, 2011, 2016)**

	Kawartha Lakes			Ontario		
	2006	2011	2016	2006	2011	2016
<b>Population 15 years and over</b>	61,460	61,245	64,557	9,819,420	10,473,670	11,665,529
<b>In the labour force</b>	37,775	36,130	39,016	6,587,580	6,864,990	7,694,352
<b>Employed</b>	35,420	33,065	36,165	6,164,245	6,297,005	7,183,879
<b>Unemployed</b>	2,355	3,065	2,851	423,335	567,985	510,472
<b>Not in the labour force</b>	23,685	25,115	25,541	3,231,840	3,608,685	3,971,178
<b>Participation rate (%)</b>	61.5	59	60.44	67.1	65.5	65.96
<b>Employment rate (%)</b>	57.6	54	56.02	62.8	60.1	61.58
<b>Unemployment rate (%)</b>	6.2	8.5	7.31	6.4	8.3	6.63

Source: SuperDemographics 2016 from Manifold Data Mining Inc.; 2011 National Household Survey; 2006 Census

**Table 43: Resident Labour Force by Occupation, Kawartha Lakes vs. Ontario (2015)**

NOCS		Kawartha Lakes	Kawartha Lakes %	Ontario %
<b>X</b>	Occupation - Not applicable	946	2.42	2.69
	All occupations	38,070	97.58	97.31
<b>0</b>	Management occupations	4,638	11.89	11.27
<b>1</b>	Business; finance and administration occupations	5,101	13.07	16.64
<b>2</b>	Natural and applied sciences and related occupations	1,304	3.34	7.22
<b>3</b>	Health occupations	2,799	7.17	5.71
<b>4</b>	Occupations in education; law and social; community and government services	4,651	11.92	11.65
<b>5</b>	Occupations in art; culture; recreation and sport	711	1.82	2.96
<b>6</b>	Sales and service occupations	8,292	21.25	22.56
<b>7</b>	Trades; transport and equipment operators and related occupations	7,538	19.32	12.62
<b>8</b>	Natural resources; agriculture and related production occupations	1,275	3.27	1.54
<b>9</b>	Occupations in manufacturing and utilities	1,760	4.51	5.13
<b>Total labour force 15 years and over</b>		39,016		7,694,352

Source: SuperDemographics 2016 from Manifold Data Mining Inc.



**Table 44: Kawartha Lakes Business Pattern Data, Business Establishments – Sector Level (2016)**

NAICS	Sector	2011 June	2016 June	2016 June % Total	Kawartha Lakes % Change	Ontario % Change
	Total	4,395	6,867	100.00	56.25	64.54
<b>11</b>	Agriculture, forestry, fishing and hunting	449	805	11.72	79.29	40.01
<b>21</b>	Mining, quarrying, and oil and gas extraction	13	15	0.22	15.38	47.42
<b>22</b>	Utilities	4	29	0.42	625.00	215.26
<b>23</b>	Construction	778	959	13.97	23.26	28.38
<b>31-33</b>	Manufacturing	163	165	2.40	1.23	13.95
<b>41</b>	Wholesale trade	165	155	2.26	-6.06	3.71
<b>44-45</b>	Retail trade	527	562	8.18	6.64	16.25
<b>48-49</b>	Transportation and warehousing	228	238	3.47	4.39	56.65
<b>51</b>	Information and cultural industries	36	45	0.66	25.00	46.93
<b>52</b>	Finance and insurance	195	260	3.79	33.33	33.56
<b>53</b>	Real estate and rental and leasing	358	1,032	15.03	188.27	159.89
<b>54</b>	Professional, scientific and technical services	357	513	7.47	43.70	37.24
<b>55</b>	Management of companies and enterprises	109	104	1.51	-4.59	-14.71
<b>56</b>	Administrative and support, waste management and remediation services	190	250	3.64	31.58	37.43
<b>61</b>	Educational services	39	41	0.60	5.13	45.74
<b>62</b>	Health care and social assistance	178	299	4.35	67.98	92.07
<b>71</b>	Arts, entertainment and recreation	76	111	1.62	46.05	56.88
<b>72</b>	Accommodation and food services	190	230	3.35	21.05	21.91
<b>81</b>	Other services (except public administration)	335	459	6.68	37.01	11.35
<b>91</b>	Public administration	5	4	0.06	-20.00	10.03

Source: EMSI Canada Data (2016.3)

**Table 45: Kawartha Lakes Business Pattern Data, Business Establishments, Select Sub-Sector Level (2016)**

NAICS	Sector	2011 June	2016 June	2016 June % Total	Kawartha Lakes % Change	Ontario % Change
<b>531</b>	Real estate	330	1,003	14.6	203.9	171.0
<b>115</b>	Support activities for agriculture and forestry	17	38	0.6	123.5	70.6
<b>711</b>	Performing arts, spectator sports and related industries	26	48	0.7	84.6	77.0
<b>111-112</b>	Farms	419	754	11.0	80.0	40.4
<b>621</b>	Ambulatory health care services	126	223	3.2	77.0	98.1
<b>524</b>	Insurance carriers and related activities	29	50	0.7	72.4	109.6
<b>561</b>	Administrative and support services	182	237	3.5	30.2	37.6
<b>238</b>	Specialty trade contractors	485	626	9.1	29.1	28.5
<b>813</b>	Religious, grant-making, civic, and professional and similar organizations	95	121	1.8	27.4	27.6
<b>453</b>	Miscellaneous store retailers	68	82	1.2	20.6	19.0
<b>236</b>	Construction of buildings	248	293	4.3	18.1	33.5
<b>492</b>	Couriers and messengers	18	21	0.3	16.7	69.0
<b>722</b>	Food services and drinking places	138	159	2.3	15.2	22.2
<b>416</b>	Building material and supplies merchant wholesalers	24	20	0.3	-16.7	2.6
<b>418</b>	Miscellaneous merchant wholesalers	29	24	0.3	-17.2	-6.7
<b>442</b>	Furniture and home furnishings stores	28	19	0.3	-32.1	0.4
<b>419</b>	Business-to-business electronic markets, and agents and brokers	18	12	0.2	-33.3	2.0

Source: EMSI Canada Data (2016.3)

**Table 46: Canadian Export Forecast by Sector % Growth (2015)**

Export Forecast Overview	\$CAD bn 2015	% Share of Total Exports 2015	Export Outlook (%Growth)		
			2015	2016 (f)	2017 (f)
<b>Agri-Food</b>	61.4	10.6	9	3	3
<b>Energy</b>	98.9	17	-30	-15	12
<b>Forestry</b>	34.7	6	7	7	-1
<b>Chemical and Plastics</b>	45.1	7.8	8	3	4
<b>Fertilizers</b>	8.8	1.5	29	-28	6
<b>Metals, Ores and Other Industrial Products</b>	73	12.5	0	-7	3
<b>Industrial Machinery and Equipment</b>	33.3	5.7	9	0	4
<b>Aircraft and Parts</b>	16.5	2.8	14	6	7
<b>Advanced Technology</b>	16.1	2.8	11	2	1
<b>Motor Vehicles and Parts</b>	78.2	13.4	15	16	-7
<b>Consumer Goods</b>	10	1.7	30	11	6
<b>Special Transactions*</b>	5.6	1	34	9	3
<b>Total Goods Sector</b>	481.7	82.8	-2	0	3
<b>Total Services Sector</b>	100.1	17.2	5	4	5
<b>Total Exports</b>	581.8	100	-1	0	3

Source: EDC Global Export Forecast Fall 2016, p. 18. Statistics Canada, EDC Economics, 2014 is actual data, while 2015 and 2016 are forecasts.

\*Special transactions are mainly low-valued transactions, value of repairs to equipment and goods returned to country of origin.

**Table 47: Ontario Merchandise Export Outlook**

Top Sectors	\$CAD mn 2015	% Share of Province's Total Exports 2015	Export Outlook (%Growth)		
			2015	2016 (f)	2017 (f)
<b>Motor Vehicles and Parts</b>	71,442	36.3	14.5	17	-4
<b>Metals, Ores and Other Industrial Products</b>	38,031	19.3	-0.3	-7	2
<b>Chemical and Plastics</b>	25,220	12.8	10.6	3	3
<b>Industrial Machinery and Equipment</b>	18,129	9.2	17.4	6	4
<b>All Others</b>	44,137	22.4	14.7	4	4
<b>Total</b>	196,961	100	11.1	7	0
<b>Total excl. energy</b>	193,737	98.4	11.6	7	0

Source: EDC Global Export Forecast Fall 2016, p. 39. Statistics Canada, EDC Economics.

## Annex A – Location Quotient

Location Quotient Analysis is a tool used to identify the employment concentration of a specific sector or industry within a specific location against the same sector or industry at either the National or regional level. Typically, this analysis compares the job density in a region to the density of the same job nationally. Here is the formula for calculation Location Quotients:

$$Location\ Quotient = \frac{\% \text{ of Local Employment in Industry}}{\% \text{ of National Employment in Industry}}$$

The following example explains this point.

### Example – The Land of Oz

The fictionalized Land of Oz is a country in Frank Baum’s 1900 classic children’s novel *The Wonderful Wizard of Oz*. It is made of 5 regions, Emerald City, Munchkin Country, Winkie Country, Gillikin Country and Quadling Country.

The table below outlines how employment in The Land of Oz’s 6 employment sectors is divided in amongst the locations of: The Land of Oz, Emerald City, Munchkin Country as well as the Munchkin Village (where Dorothy first lands).

Employment Sectors	Munchkin Village	Munchkin Country	Emerald City	The Land of Oz
Home Repair & Construction	15	115	115	600
Farming	72	600	200	3200
Forestry	40	400	50	1,800
Education	3	40	400	700
Utilities	5	70	500	1,300
Emerald Mining	0	40	1,200	1,500
<b>Total Jobs</b>	135	1,265	2,465	9,100

### Step 1

The first step of determining the location quotient is to figure out the concentration of employment in a region. This is done by dividing the number of jobs in a sector by the total number of jobs in the region. The following table outlines the results.

Employment Sectors	Munchkin Village (%)	Munchkin Country (%)	Emerald City (%)	The Land of Oz (%)
Home Repair & Construction	11.11	9.09	4.67	6.59
Farming	53.33	47.43	8.11	35.16
Forestry	29.63	31.62	2.03	19.78
Education	2.22	3.16	16.23	7.69
Utilities	3.70	5.53	20.28	14.29
Emerald Mining	0.00	3.16	48.68	16.48

## Step 2 - National

When completing National Location Quotients, the second step and last step is to calculate the employment concentration in a region against the national employment concentration.

Employment Sectors	Munchkin Village LQ (National)	Munchkin Country LQ (National)	Emerald City LQ (National)	The Land of Oz LQ (National)
Home Repair & Construction	1.69	1.38	0.71	1.00
Farming	1.52	1.35	0.23	1.00
Forestry	1.50	1.60	0.10	1.00
Education	0.29	0.41	2.11	1.00
Utilities	0.26	0.39	1.42	1.00
Emerald Mining	0.00	0.19	2.95	1.00

The National Location quotient can tell us the following:

- There are more people working in the Home Repair & Construction sectors in both the Munchkin Village and Munchkin Country than there is in Emerald City or the Land of Oz more generally. This could be attributed to more extreme weather patterns which necessitate additional repairs.
- Farming and Forestry are again very prevalent in the more rural areas and less prevalent in the urban area of the Emerald City.
- As the major population center, the Emerald City sees a higher concentration of employment in Education and Utilities.
- The prevalence of emeralds is centralized in the Emerald City which explains why there is more mining employment than in other parts of the of the Country.

## Step 2 – Regional (Provincial)

When completing Regional Location Quotients, the second step and last step is to calculate the employment concentration in a region against the Regional employment concentration.

Employment Sectors	Munchkin Village LQ (Regional)	Munchkin Country LQ (Regional)
Home Repair & Construction	1.22	1.00
Farming	1.12	1.00
Forestry	0.94	1.00
Education	0.70	1.00
Utilities	0.67	1.00
Emerald Mining	0.00	1.00

The Regional Location Quotient can tell us the following:

- The Home Repair & Construction sector is doing marginally better, due to the especially poor weather that can sometimes arise.
- Forestry and Farming concentrations are in the general acceptable range.
- There are less jobs in the education and utilities sectors.

## **APPENDIX 4**

Ongoing Survey Program: Retention Expansion & Youth

2017

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# Ongoing Survey Program: Retention Expansion & Youth

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City of Kawartha  
Lakes

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Economic Development  
Division

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## 1.0 Introduction

Business Retention and Expansion (BR+E) Surveys are a locally lead tool used in the field of economic development to better understand the business community. It provides a structured approach to ensure that all information is collected in a standardized process. This enables the data to be interpreted over time to see changes in the business community.

The City of Kawartha Lakes started the Ongoing Survey Program: Retention, Expansion & Youth (OSPRED) in October of 2017. This survey is an abridged version of the award winning Ontario BR+E program.

City staff engaged in the survey with the following short and long-term goals in mind:

Table 1: OSPRED Goals

Goals
Short-Term
<b><u>Goal</u></b>
<b>Begin the process of building and improving relationships with existing businesses</b>
<b>Identify the positive and challenging attributes of the community as a place to do business</b>
<b>Identify and address immediate concerns and issues of individual businesses through an assessment and referral process</b>
<b>Collect business and market data to support economic development planning</b>
<b>Establish and implement a strategic action plan to support existing businesses</b>
Long-Term
<b><u>Goal</u></b>
<b>Increase the competitiveness of existing businesses</b>
<b>Enable business development, investment and job creation</b>
<b>Foster and enhance the environment for business development</b>

## 2.0 The Survey

The project was led and coordinated by staff in the Economic Development Division. Businesses were identified for survey participation in a variety of ways including: regional selection (e.g. Pontypool and Lindsay Business Parks, smaller communities); referral (e.g. young entrepreneurs); and, targeted selection (e.g. large employers). Of the 40 businesses contact, 38 participated in the program. Many of the businesses declined due to lack of time on the part of the owners.

With the aim of increasing uptake in the OSPREY, the Economic Development Division condensed the Provincial template to make it more accommodating of local business owners' busy schedules.

Information was gathered under the following themes: General business information; Company Basics; Business Environment; Doing business in Kawartha Lakes; Youth; and, additional information. The list of questions is summarized in Appendix A.

Surveys were conducted by staff in the Economic Development Division across Kawartha Lakes. Surveys were conducted in person, with as many as three participants from the municipality attending the session. Survey results are confidential to help ensure the openness of discussion.

The population in Kawartha Lakes has an aging population. Its median and average ages are 8.4 years and 5.1 years above the provincial rates respectively. The Economic Development Division has an interest in understanding why young entrepreneurs started their businesses here in the hopes of creating a framework to attract more young and dynamic entrepreneurs to the municipality. Throughout this survey process, we spoke to 8 young entrepreneurs under the age of 35.

A draft of this report has been sent to participants in the OSPREY program. Their comments have been incorporated where possible in the final document.

This survey is the first in a series of annual BRE programs. It is anticipated that the municipality will engage in sectorial surveys moving forward including tourism, agriculture and cultural industries. Staff from the Economic Development Division are in the planning phase for a Tourism survey in 2017/2018.

### 3.0 Executive Summary

The Economic Development Division is pleased to present the 2017 Ongoing Survey Program: Retention Expansion & Youth (OSPREDY) report. Staff met with a total of 38 businesses across much of the City of Kawartha Lakes. This report identifies two types of information, results and trends. Results classify information in terms of hard facts and numbers whereas trends are an interpretation of conversations where common themes were identified. Some of the trends include:

Businesses are optimistic about the outlook of their businesses in Kawartha Lakes. The municipality ranked high as a place to run a business, and there is a belief that the municipality continues to improve or hold as a good/average place to do business.

Future business growth in the City of Kawartha Lakes will likely come from an expanded market. It is important that the municipality does a better job of supporting our business community as they expand. Further, it is important that the City of Kawartha Lakes continues to attract young and dynamic, employees and entrepreneurs. This will be done by upping the current investment marketing offering.

Businesses in Kawartha Lakes are looking for greater opportunities to partner with one another. There is an opportunity for the City to play a role in the facilitation of partnerships.

Potential actions are identified under each of trend sections. The potential actions from across the document have been consolidated at the end of the document. This list of potential actions will be contemplated in addition to background research, economic analysis, community surveys and consultations with key stake holders as part of the 2017 Economic Development Strategic Plan.

## 4.0 Results

### 4.1 Total results

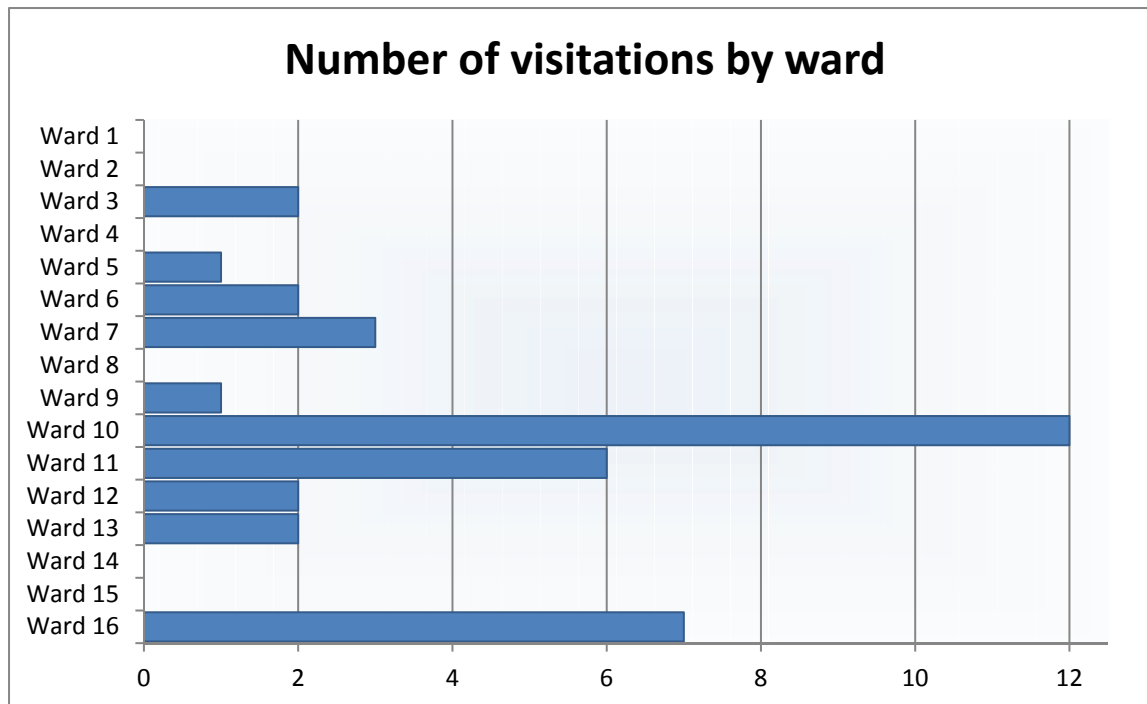
Staff met with a total of 38 businesses, of which 8 were identified as young entrepreneurs. Businesses in Canada are classified under the North American Industry Classification System (NAICS). NAICS classifies businesses based on a 6 digit system. In short, the more digits are used, the more specified the business classification. Breaking down our visitations in the most basic fashion, staff surveyed the following industries:

Table 2: Industries surveyed

Industry Sector	# of businesses
Manufacturing	16
Accommodation and food services	4
Retail trade	4
Construction	3
Wholesale trade	3
Other services (except public administration)	2
Professional, scientific and technical services	2
Administrative and support, waste management and remediation services	1
Arts, entertainment and recreation	1
Transportation and warehousing	1
<b>TOTAL</b>	<b>38</b>

Staff attempted to meet with businesses from all across the City of Kawartha Lakes. The table below outlines the number of businesses staff met with per ward:

Figure 1: Number of visitations by ward

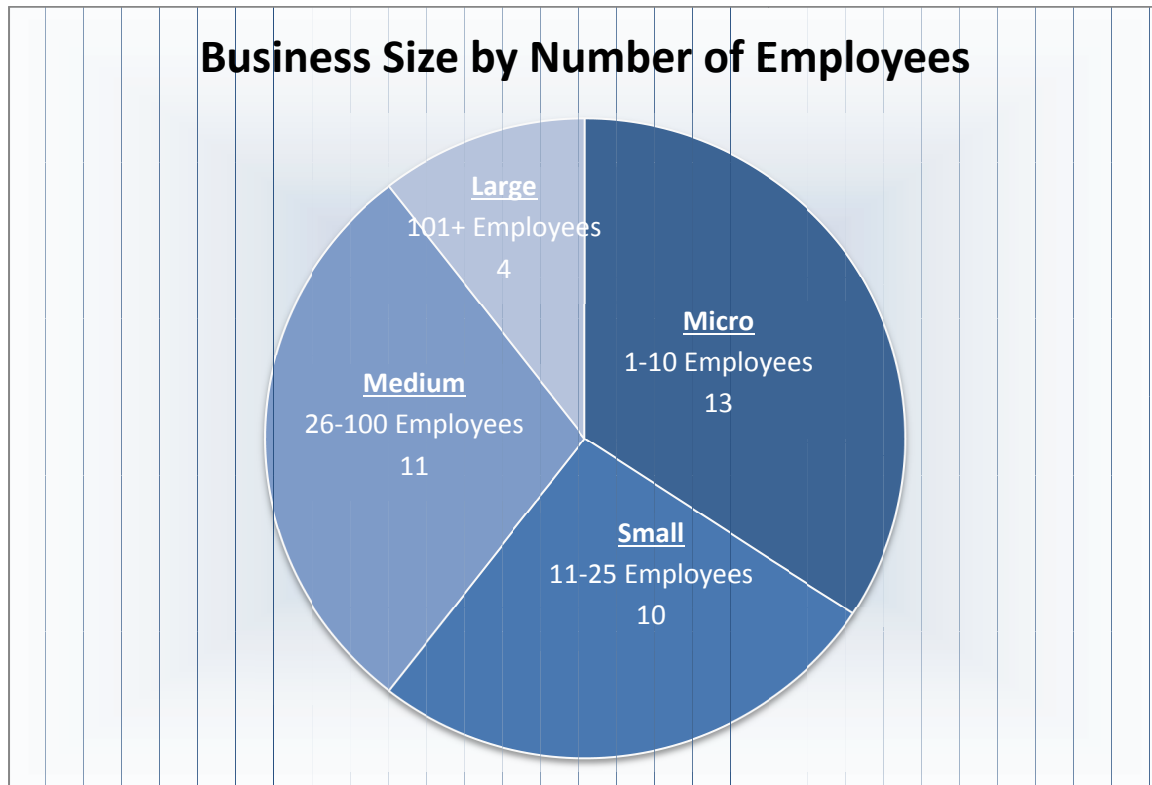


Survey participants were representative of a diverse business population. The gamut ran from one person operations to multi-generational businesses with multi-million dollar sales. In total, these 38 participants represent employers with approximately 1,260 full time employees, 600 part time and seasonal employees, over 1 million square feet of space 1,200 years of business experience and over \$350,000,000 in gross sales.

The tables below break down the survey participants by number of employees, annual sales, years of business as well as years in their current locations.

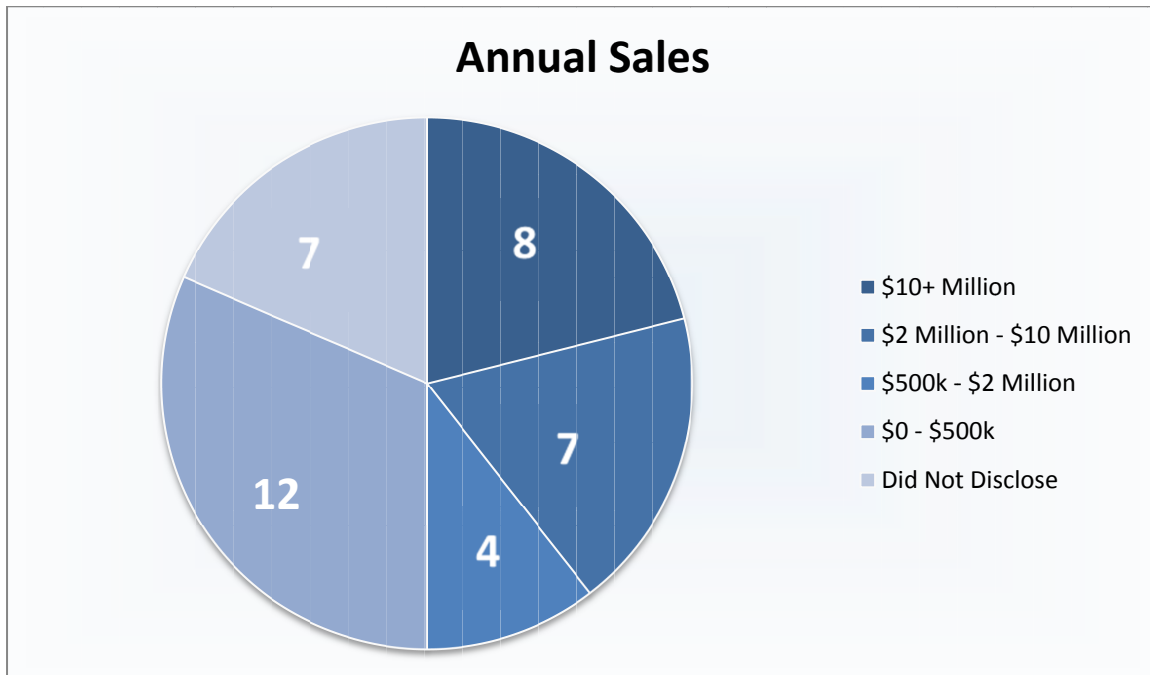
## Number of Employees

Figure 2: Number of Visitations by Size of Business



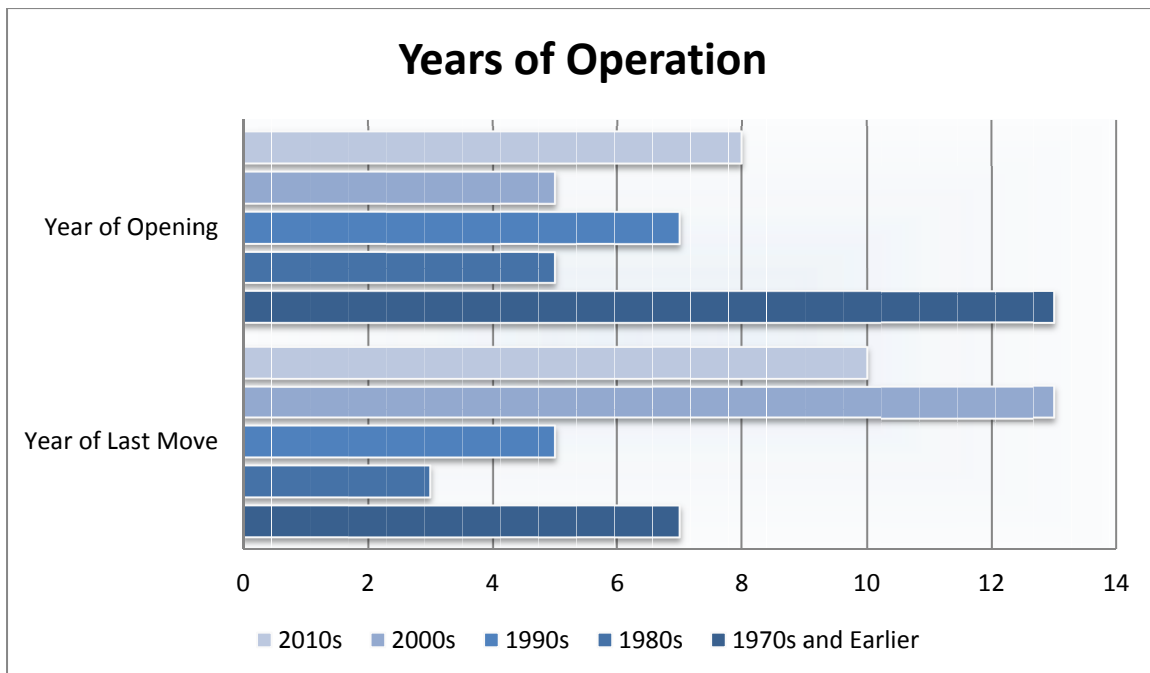
## Annual Sales

Figure 3: Number of Visits by Annual Sales



## Years of Operation

Figure 4: Number of Visits by Year of Opening and Year of Last Move





## 4.2 Bricks and Mortar

The businesses surveyed represented a variety of building foot prints. 35 of 38 businesses identified the size of their building foot print. The majority of businesses currently own the sites where their businesses are situated. Of the businesses who rent, one identified major concerns with the potential cost of lease renewal. Staff continues to explore options that could work for the business.

From a servicing perspective, nearly 60% of businesses surveyed have both Municipal Water & Waste Water while nearly 40% currently use Natural Gas. Only 5 of the 38 businesses surveyed are certain that they currently use fibre internet. There were concerns raised with regards to the availability and reliability of internet services.

Municipal staff received comment of general dissatisfaction with the level of service currently provided in the following areas:

- Lindsay's North-East industrial park where concerns were raised with regards to lack of street lighting, sidewalks and the reliability of internet; and,
- Pontypool's business park where concerns were raised with regards to the unavailability of water/waste water connections as well as winter road maintenance which has negatively affected business operations

Figure 5: Number of Visits by Building Footprint

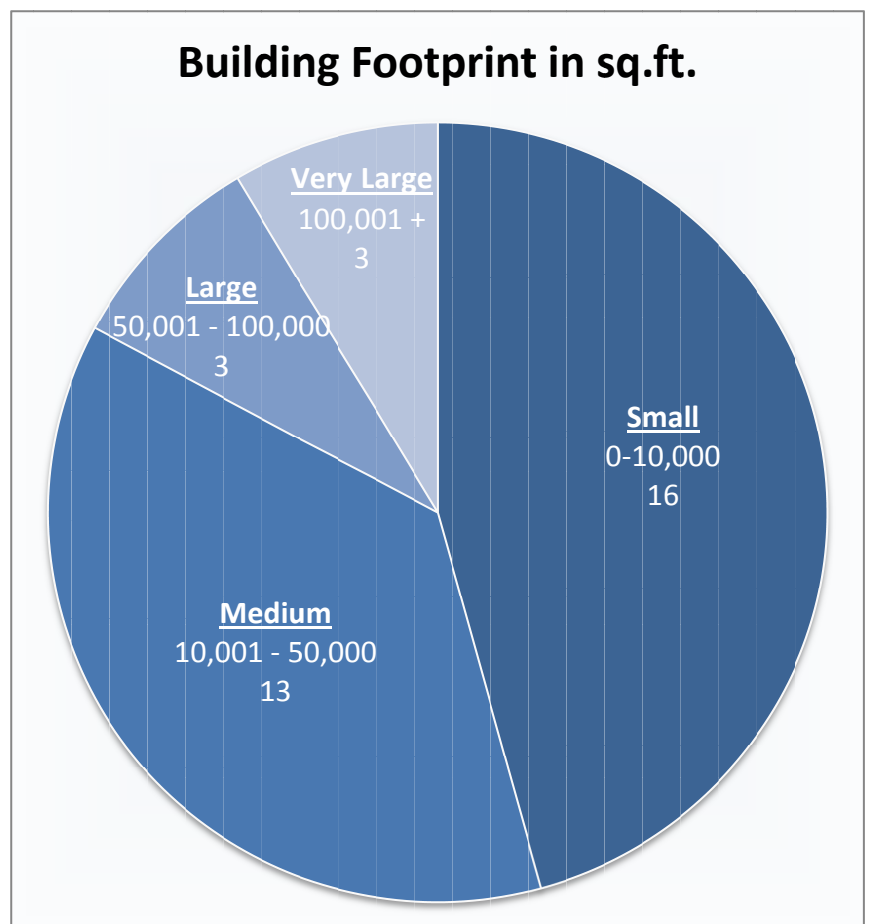
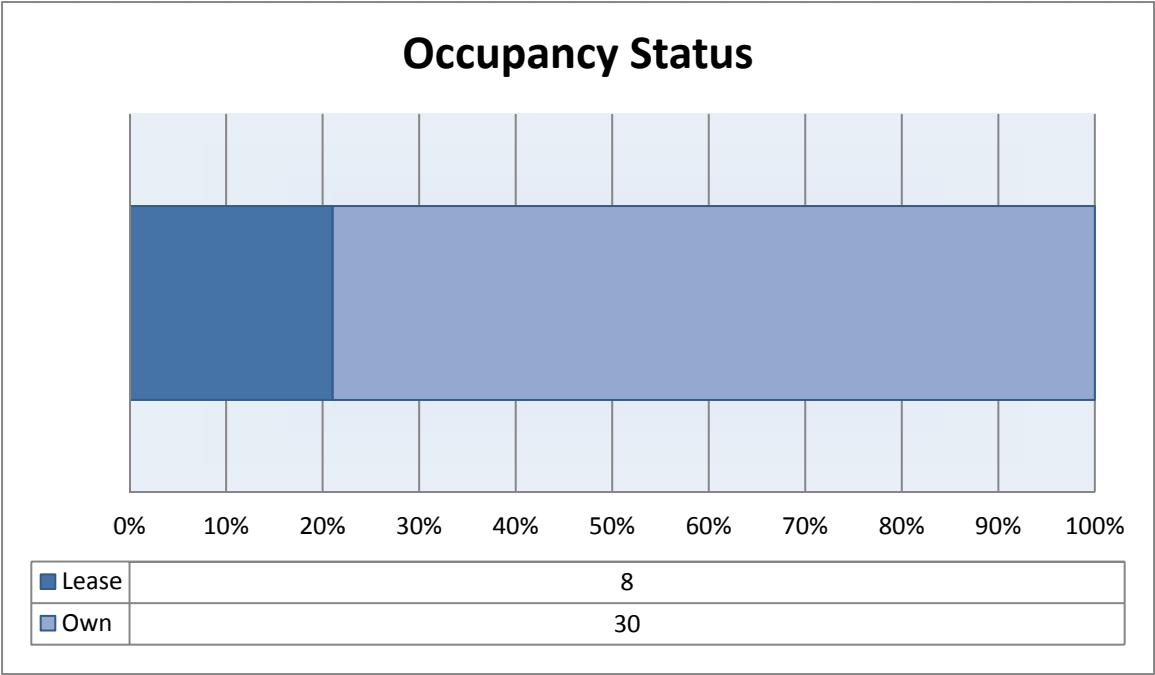
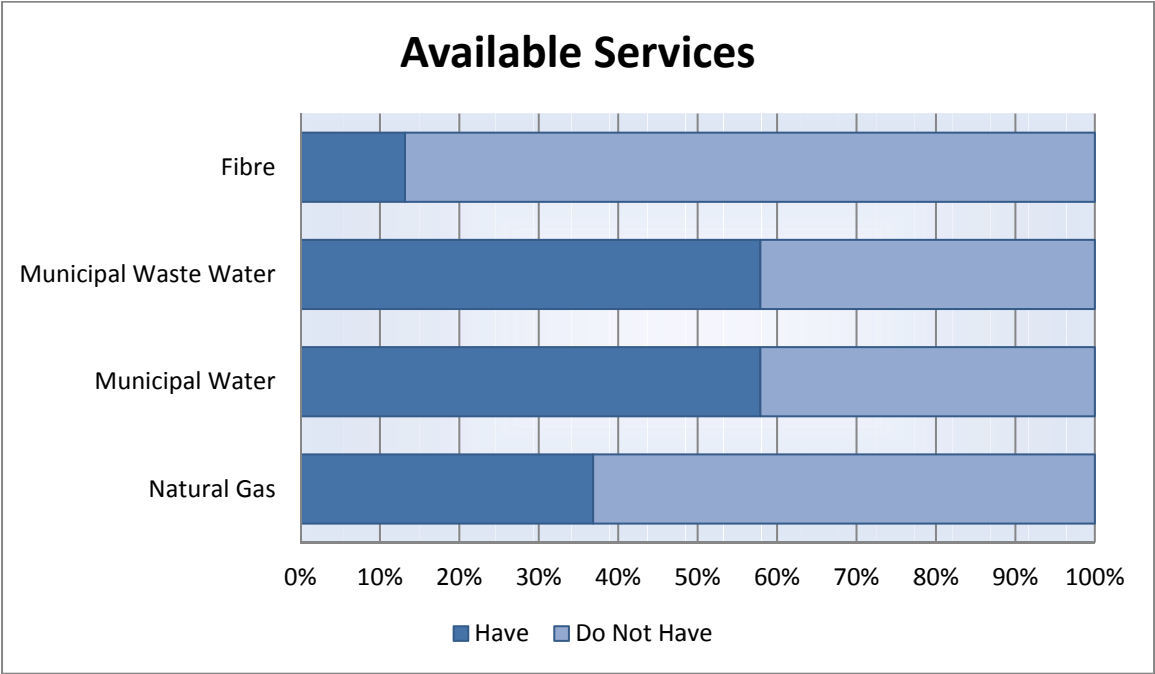


Figure 6: Occupancy Status



Servicing

Figure 7: Servicing



### 4.3 Proximity to Markets

With access to many major highways, the City of Kawartha Lakes continues to be an excellent location for business accessing local, regional, national and international customers and suppliers. The tables below outline where companies are shipping and receiving. Percentages will not add up to 100 as it was not uncommon for our businesses to ship to multiple locations across the world.

Figure 8: Location of Customers

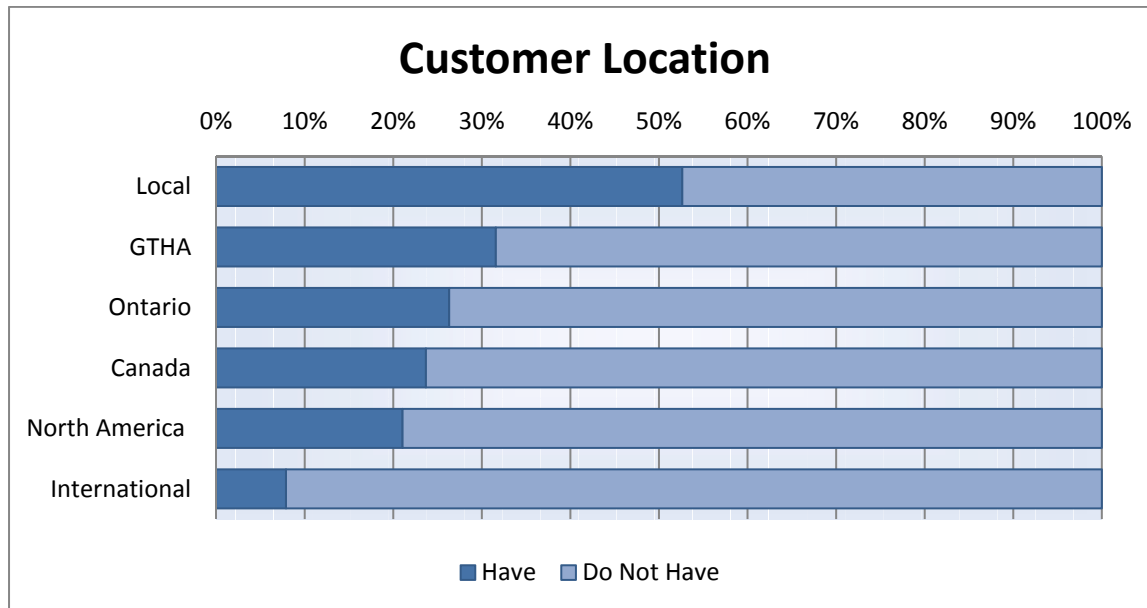
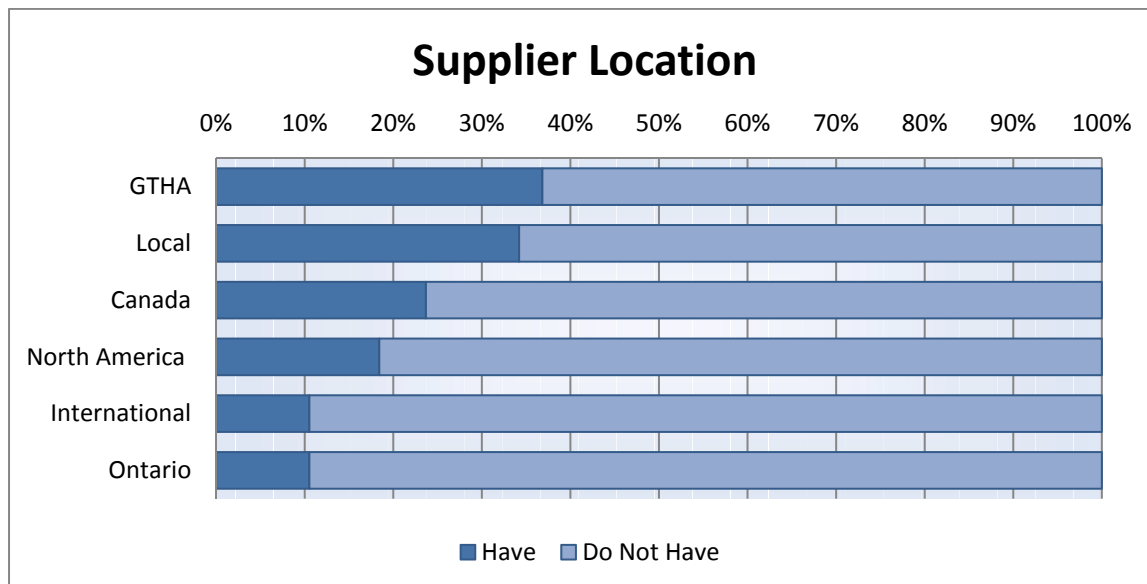


Figure 9: Location of Suppliers



4.4 Business Environment

The following section is useful in identifying the success and strength of the business community in Kawartha Lakes as well as the general outlook for business in Kawartha Lakes. Over 75% of respondents believe that Kawartha Lakes is a Good/Average place to do business, and 80% believe that the City of Kawartha Lakes has improved/stayed the same as a place to do business

The questions for the first graph are highlighted here:

- How is your business compared to 3 years ago?
- How do you see your business in 3 years?
- How has your business historically compared to others in the industry?
- How does your business currently compare to others in the industry?
- How will your business to compare to others in the industry?

The first two questions are used to gauge how the business is currently doing and how it expects to be doing in the future. Of the businesses surveyed, 33 out of 38 are doing the same or better than they were 3 years ago, and all of the businesses surveyed anticipate doing better or the same in the future. This indicates a strong outlook from those surveyed.

Similarly, the last 3 questions are asking the respondents to compare themselves to the industry that they find themselves in. It should be noted that more businesses in Kawartha Lakes are anticipating performing better than their industry as time moves forward.

Figure 10: History and Outlook

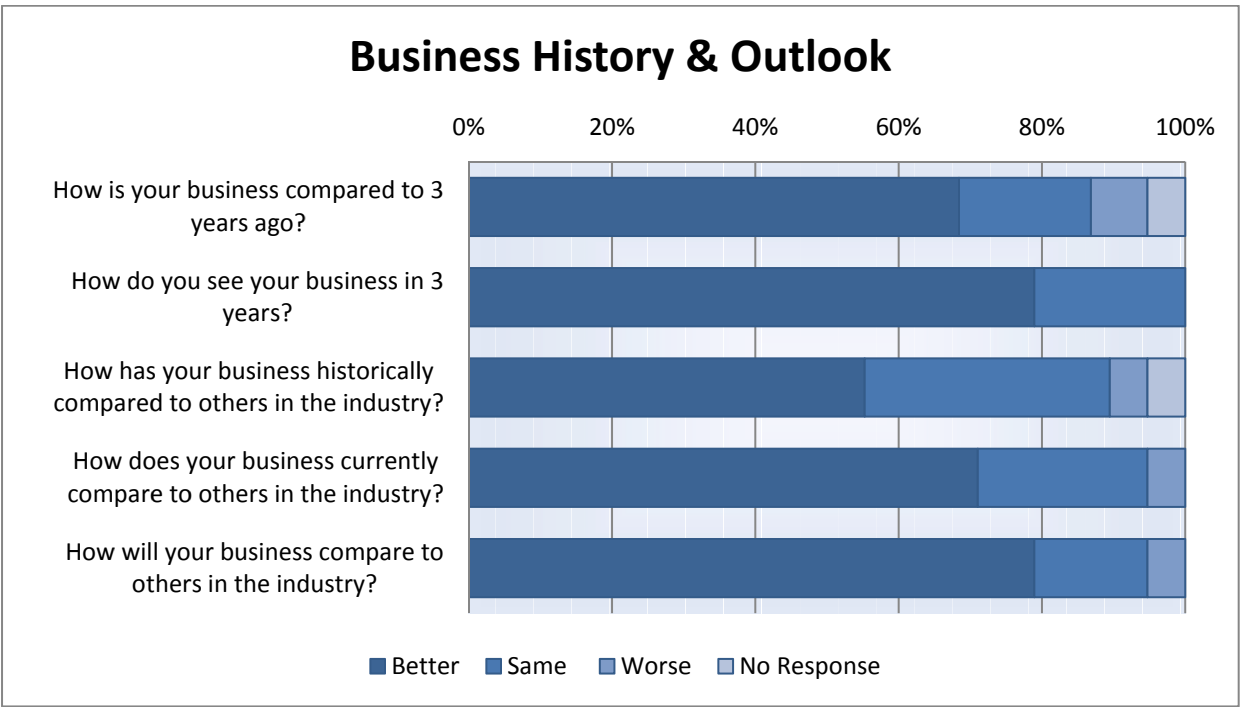


Figure 11: Impression of Kawartha Lakes as a place to do business

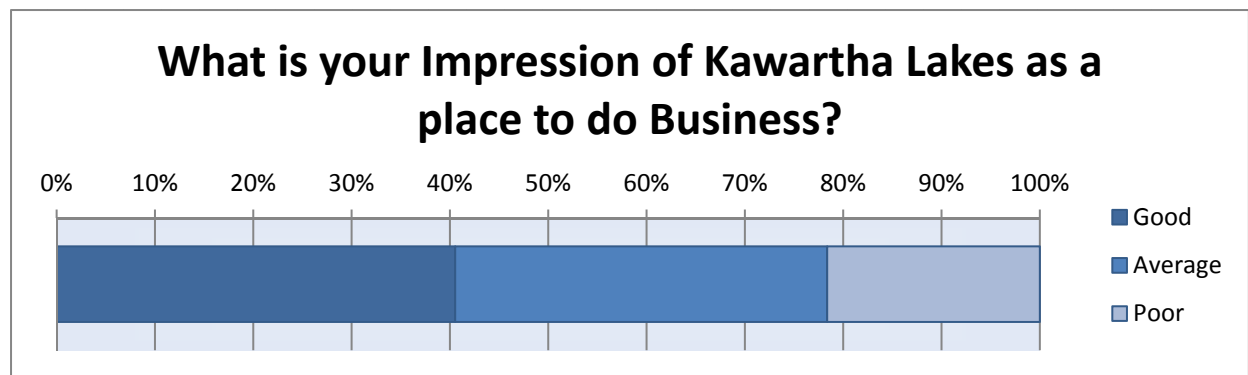


Figure 12: City of Kawartha Lakes Changes in past three years

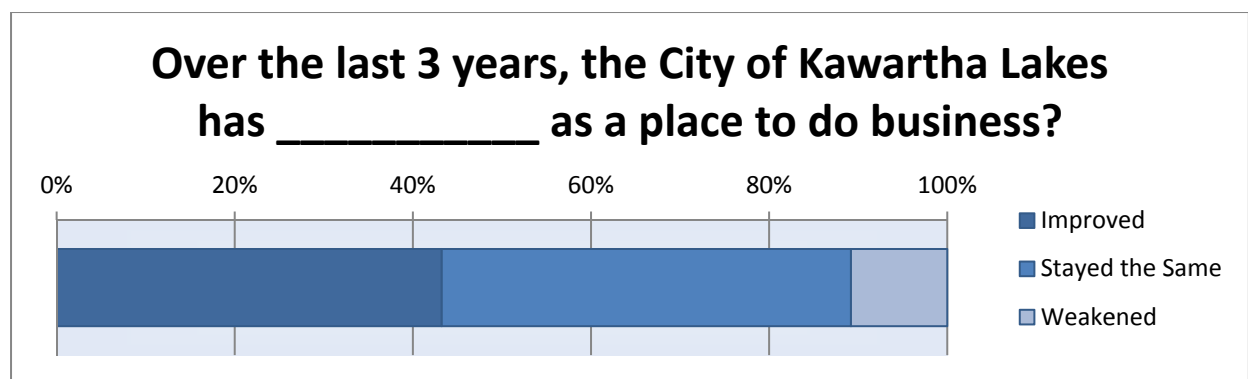


Figure 13: Percentage of Workforce below 35 Years

## 4.5 Youth

The City of Kawartha Lake's population distribution is below the provincial average in every 5 year age cohort below the age of 55. The tables demonstrate that businesses continue to hire a large proportion of youth. 71% of businesses have engaged in co-op placements for youth to get them involved with local employers.

It has also noted that that over 70% of respondents believe that there are not enough activities for young people in the community and 74% believe that there are not enough jobs in available in the community for young people. Five of the respondents mentioned that there are enough recreation opportunities if the youth in questions enjoys outdoor activities.

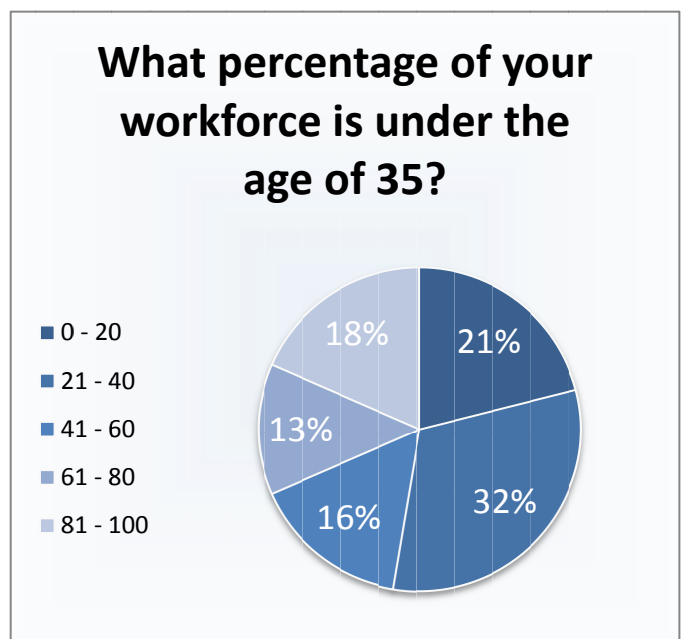


Figure 14: Opportunity for Socialization and Recreation

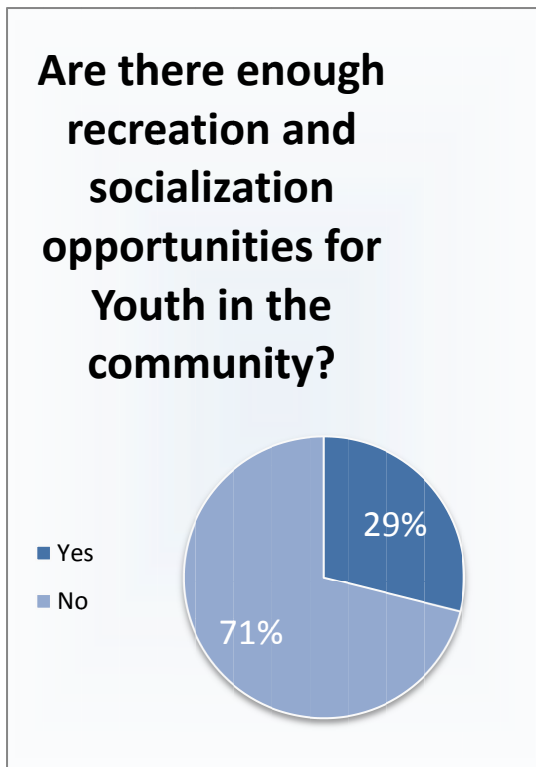


Figure 15: Opportunities for Employment

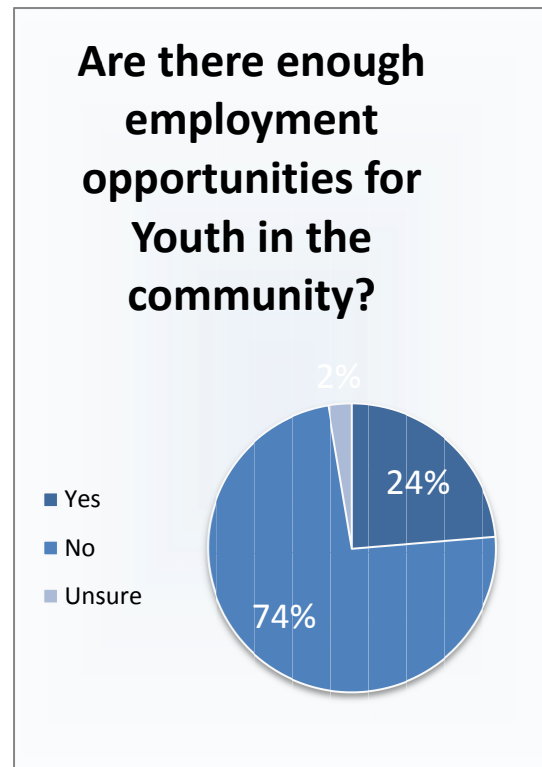
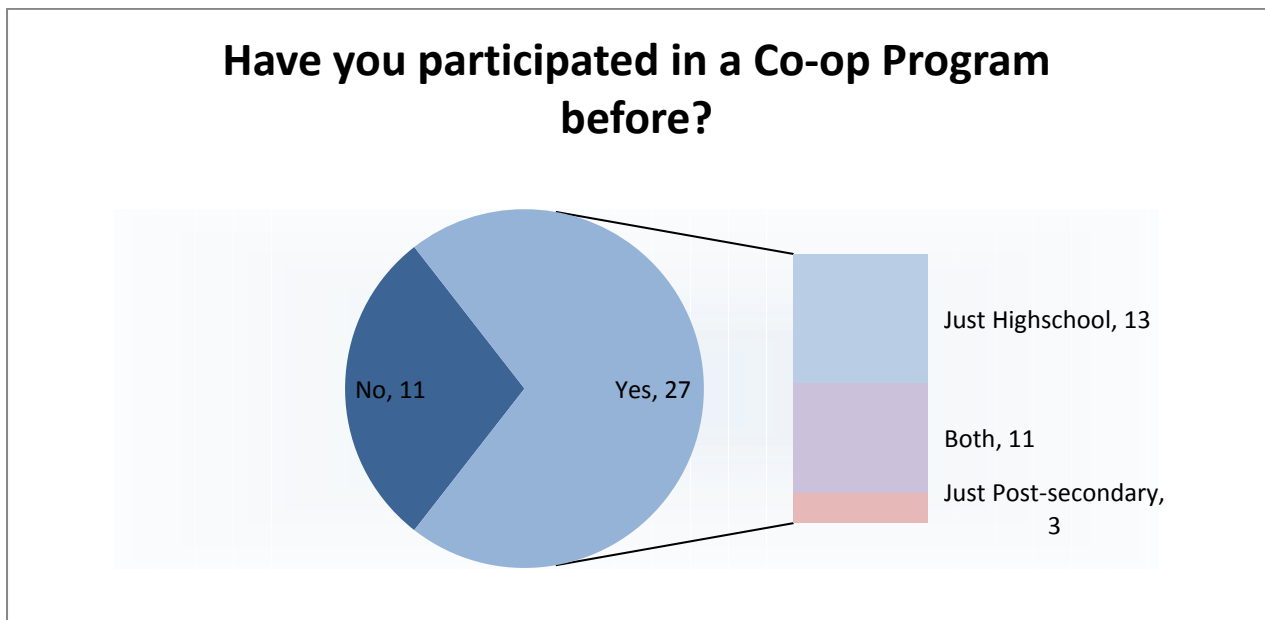
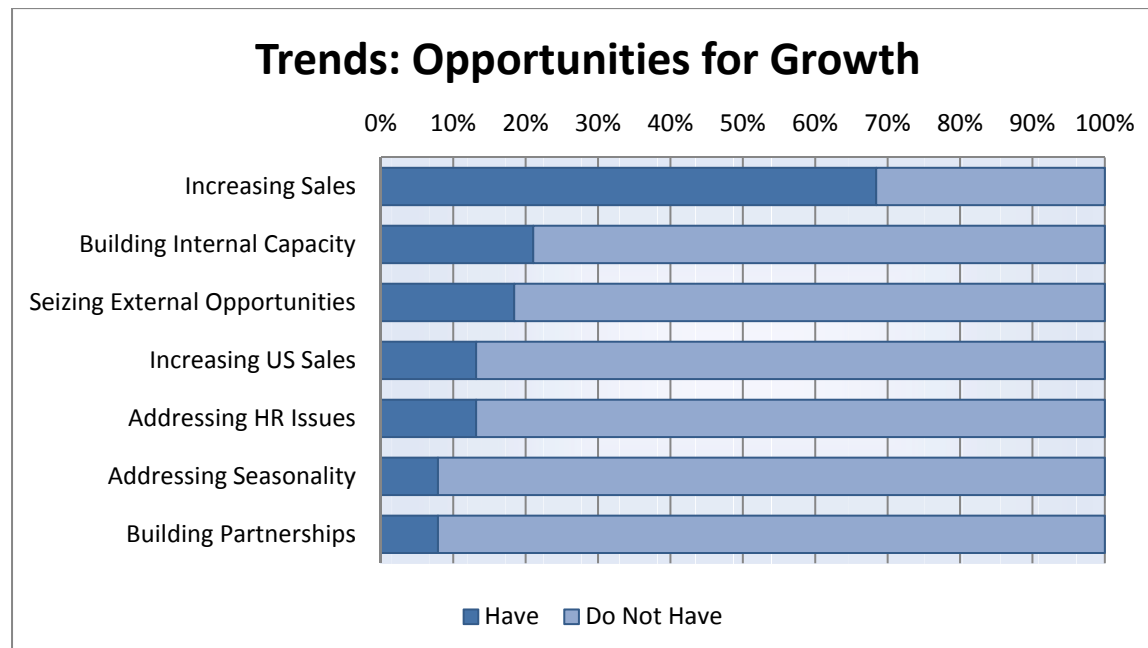


Figure 16: Past Participation in a Co-op Program



## 5.0 Trends

Figure 17: Trends – Opportunities for Growth



Businesses in the City of Kawartha Lakes are generally enthusiastic about their ability to expand or retain their current levels of success. They see the opportunity to grow their businesses in the following ways:

- Increasing sales – 26 of 38: e.g. the expansion of online sales; and the results of improved marketing
- Building internal Capacity – 8 of 38: e.g. investment in equipment and staff training
- Seizing external opportunities – 6 of 38: e.g. the natural growth of Kawartha Lakes and the increased customer pool that would result
- Addressing HR Issues – 5 of 38: e.g. family successions planning; better management practices; improved work load
- Increasing US sales – 5 of 38: 20% of those looking for increased sales saw their growth potential in the United States
- Addressing Seasonality – 3 of 38: e.g. looking at new ways to achieve consistency across seasons
- Building partnerships – 3 of 38: e.g. working with local business to find leads; co-packing opportunities

### Potential Activities

- Workshops – virtual marketing; financing/grant writing; seasonality; import/export
- Increasing access to local organizations e.g. chambers
- Developing partnerships between businesses

**The Corporation of the City of Kawartha Lakes**  
**Council Report**

**Report Number HS2017-003**

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**Date:** August 22, 2017  
**Time:** 2:00 p.m.  
**Place:** Council Chambers

---

**Ward Community Identifier:** All

**Subject:** Basic Income Pilot Update

**Author Name and Title:** Rod Sutherland, Director of Human Services

---

**Recommendation(s):**

**RESOLVED THAT** Report HS2017-003, **Basic Income Pilot Update**, be received.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_



## **Background:**

On April 24, 2017 Ontario Premier Kathleen Wynne announced the details of a three-year Basic Income pilot program. Lindsay was identified as one of three locations for the pilot, along with Thunder Bay and Hamilton (including Brantford and Brant County). The Thunder Bay and Hamilton pilots commenced implementation in June while the Lindsay pilot is expected to start this fall. The provincial background report is attached for information (Appendix A).

This report provides Council an update on the pilot.

## **Rationale:**

Participants in the pilots being conducted in each of the Thunder Bay and Hamilton areas will be split between those receiving the Basic Income and a control group. The evaluation will focus on the impacts of the Basic Income to the individual or family, compared to participants in the control group.

The local pilot will only encompass the Town of Lindsay and is expected to include up to 2,000 residents. Under the Lindsay pilot, all participants will receive the Basic Income (no control group) and it will incorporate a broader community impact evaluation. Outcomes that will be evaluated include the following areas:

- food security
- stress and anxiety
- mental health
- health and healthcare usage
- housing stability
- education and training
- employment and labour market participation

All of the pilot sites will be evaluated by a third-party research group.

The Pilot is a research study. The primary interest of the provincial government is in understanding the impacts of delivering financial assistance to low income Ontario families through this mechanism.

From the experience to date in Thunder Bay and Hamilton/Brant, the Province is making some adjustments to streamline the application process. While there may be some changes prior to the start of the Lindsay pilot, under the current process participants must be invited to apply for the Basic Income. Application forms will be mailed out, likely starting by September, to randomly selected households within Lindsay. Those who receive an application may choose to apply if they believe they may be eligible. Applications will be assessed based on the eligibility criteria and additional information that the Province may require.

The application process and the administration of the Basic Income will be fully managed by the Province, with payments made directly by the Ministry of Finance. City staff, including Ontario Works (OW), will have no role in the administration of the program. Individuals or families eligible for the pilot will begin to receive the Basic Income in the fall of 2017.

The amount of the Basic Income payment is based on 75% cent of the Low Income Measure (LIM), plus other broadly available tax credits and benefits, would provide an income that will meet household costs and average health-related spending.

The Basic Income Pilot amounts are:

- Up to \$16,989 per year for a single person, less 50 per cent of any earned income.
- Up to \$24,027 per year for a couple, less 50 per cent of any earned income.
- Up to an additional \$6,000 per year for a person with a disability.

Participants in the pilot will be able to increase their total income by combining a basic income with employment earnings. The basic income amount will decrease by \$0.50 for every dollar an individual earns by working. Statistically, it is anticipated that approximately 70% of low income individuals who could be eligible for the Basic Income will be employed and not receiving social assistance. The balance, 30%, is expected to currently be receiving social assistance, either OW or Ontario Disability Support Program (ODSP).

Recipients of OW or ODSP who receive the Basic Income will no longer be eligible for ongoing social assistance benefits, with the exception of Ontario Drug Benefit coverage, or case management support through OW. The provincial Basic Income pilot office will provide information and support to pilot participants directly.

Pilot participants may choose to cancel their Basic Income at any time throughout the pilot and can return to social assistance if they so choose, however, they will not be able to return to the Pilot once they leave. At the conclusion of the pilot there will be a simplified transition process back to social assistance for those who may require it at that time.

The impact on the overall Ontario Works caseload is unknown. Based on the scope of the pilot, the impact is anticipated to be minimal. The longer term impacts will depend on the results of the pilot and a provincial decision regarding broader implementation.

A network of local representatives has met with provincial staff to provide information and advice regarding the implementation of the local pilot and will continue to provide input as requested. In addition, Human Services staff are in

regular contact with the Pilot office regarding local implementation and the connection to the local Service Manager role.

### **Financial/Operation Impacts:**

There are no direct financial impacts to the City's Operating Budget relating to the administration of the pilot.

The local pilot evaluation will include a community impact analysis. Positive financial impacts for the community may be expected but there is no current estimate.

### **Attachments:**

Appendix A: Provincial Basic Income Backgrounder



HS2017-03 Appendix  
A Basic Income Backg

**Department Head E-Mail: [rsutherland@kawarthalakes.ca](mailto:rsutherland@kawarthalakes.ca)**

**Department Head: Rod Sutherland**



**NEWS**

Ministry of Community and Social Services

## **Ontario's Basic Income Pilot**

April 24, 2017 9:00 A.M.

### **Finding a Better Way: A Basic Income Pilot for Ontario**

Ontario is launching a pilot project to assess whether a basic income can better support vulnerable workers, improve health and education outcomes for people on low incomes, and help ensure that everyone shares in Ontario's economic growth.

**Ontario's March 2016 Budget** was the beginning of the process toward designing the Basic Income pilot. That Budget announced a commitment to create a Basic Income pilot project to test the model in Ontario.

**In June 2016, the government asked** long-time basic income advocate the Hon. Hugh Segal to provide advice on how to best design a made-in-Ontario pilot. His report, [Finding a Better Way: A Basic Income Pilot for Ontario](#), was released in November 2016. It included a number of key considerations and recommendations on how the Government of Ontario should design a basic income pilot. The discussion paper provided advice and recommendations in the areas of pilot design, site selection, basic income amount, delivery, outcomes and measures, and governance and administration.

### **Speaking to People Across Ontario**

The Government of Ontario used Mr. Segal's report to launch the consultation phase of the Ontario Basic Income Pilot (OBIP) in November 2016. Consultations were held across the province, giving people a voice in determining what the pilot could look like. Consultations were broad and inclusive, gathering input from a cross-section of people in Ontario. These consultations included in-person public meetings, online surveys and written submissions to ensure that everyone had an opportunity to express their opinions on how the pilot should work.

Between Nov. 3, 2016 and Jan. 31, 2017:

- 32,870 people responded to the public survey
- 1,213 people responded to the expert survey
- 1,193 people attended the in-person meetings

537 written submissions were received from private citizens and community groups.

In March 2017, Ontario released the Basic Income Consultations: What We Heard report summarizing the feedback gathered from the consultations. The feedback received during this consultation phase was critical in designing the OBIP.

### **Pilot Objective**

Ontario's economy is in a relatively strong position, however many people in the province are not feeling that growth in their everyday lives. People are struggling to keep up with the rising cost of living and facing "precarious employment" with little job security or benefits. The three-year OBIP, which will begin in late spring 2017, will study whether a basic income can better support vulnerable workers and give people the security and opportunity they need to achieve their potential. It will also study whether giving people a basic income can be a simpler and more economically effective way to provide income security support to people living on low incomes.

The pilot will measure outcomes in areas such as:

- Food security
- Stress and anxiety
- Mental health
- Health and healthcare usage
- Housing stability
- Education and training
- Employment and labour market participation.

### **Locations**

The pilot will take place in the following locations:

- Hamilton, Brantford and Brant County - Launching late spring 2017
- Thunder Bay and the surrounding area - Launching late spring 2017
- Lindsay - Launching by fall 2017.

The locations were selected so that the pilot can study outcomes in urban, rural and mixed urban/rural areas. The regions were also assessed for their economic need, demographics and access to local resources and services.

### **First Nations**

The government is working with First Nations communities and partners on an approach that reflects the advice and unique perspectives of First Nations communities, organizations and peoples. In a separate but parallel process, a basic income pilot for First Nations is being co-created and designed in collaboration with First Nations partners.

### **Evaluation**

The study will be evaluated by a third-party research consortium to be announced shortly. The province will also form an advisory group with research and evaluation experts to ensure the OBIP is conducted with the utmost integrity, rigour and ethical standards.

## **Participants**

Study participants will be:

- Randomly selected
- 18 to 64 years old
- Living in one of the selected test locations for the past 12 months or longer
- Living on a lower income.

Individuals will be informed and provide consent to participate in the pilot. Participation in the pilot will be voluntary, and participants can opt out at any time.

## **How the Ontario Basic Income Pilot Works**

The payment will ensure a minimum level of income is provided to participants. Aligning with the advice of Hugh Segal, payments based on 75 per cent of the Low Income Measure (LIM), plus other broadly available tax credits and benefits, would provide an income that will meet household costs and average health-related spending.

Following a tax credit model, the Ontario Basic Income Pilot will ensure that participants receive:

- Up to \$16,989 per year for a single person, less 50 per cent of any earned income
- Up to \$24,027 per year for a couple, less 50 per cent of any earned income
- Up to an additional \$6,000 per year for a person with a disability.

Participants in the pilot will be able to increase their total earnings by combining a basic income with income they earn through work. The basic income amount will decrease by \$0.50 for every dollar an individual earns by working.

The basic income will be responsive to changes in a participant's circumstances, such as a significant decrease in earnings, change in family composition, or change in disability status.

Ontario will invest \$50 million per year in the OBIP for each of the three years of the pilot.

## **Impact on existing benefits**

### **Child tax benefits**

Participants currently receiving child benefits, such as the Canada Child Benefit (CCB) and the Ontario Child Benefit (OCB), will continue to be eligible to receive them during the pilot.

### **CPP and EI benefits**

Participants on Employment Insurance (EI) or on the Canada Pension Plan (CPP) will have their monthly basic income payment reduced dollar for dollar.

### **Drug and dental benefits**

People receiving support through Ontario Works who enter the pilot will continue to receive the

Ontario Drug Benefit, and people on the Ontario Disability Support Program will continue to receive the Ontario Drug Benefit and dental benefits.

### Basic income examples

1. Single individual with two children on Ontario Works who has no employment earnings.

	<b>Current</b>	<b>Pilot</b>
Basic Income		\$16,989
Ontario Works - Maximum Basic Needs and Shelter	\$12,228	
Other Tax Benefits (e.g. OCB/CCB)	\$16,668	\$16,668
<b>Net Total</b>	<b>\$28,896</b>	<b>\$33,657</b>

2. Single individual with two children who works a full-time minimum wage job.

	<b>Current</b>	<b>Pilot</b>
Basic Income		\$6,245
Net Employment Earnings	\$20,106	\$20,106
Other Tax Benefits (e.g. OCB/CCB)	\$17,668	\$16,232
<b>Net Total</b>	<b>\$37,774</b>	<b>\$42,583</b>

3. Couple with two children, with both parents working full time in a minimum wage job.

	<b>Current</b>	<b>Pilot</b>
Basic Income		\$2,538
Net Employment Earnings	\$39,199	\$39,199
Other Tax Benefits (e.g. OCB/CCB)	\$12,186	\$10,321
<b>Net Total</b>	<b>\$51,385</b>	<b>\$53,098</b>

### **Next Steps**

Later this spring, randomly selected individuals from the Hamilton, Brantford, Brant County and Thunder Bay locations will receive information in the mail inviting them to apply to be part of the OBIP.

Eligible individuals will then be selected to either receive the basic income or be part of a control group made up of people who will not receive payments. Individuals receiving the basic income will be compared to the selected control group. Supports will be available to assist potential participants in completing their applications both centrally (via phone or email) and locally (in-person). Payments are expected to begin in the summer 2017.

Individuals living in Lindsay will receive information in the fall of 2017.

Up to 4,000 participants receiving payments through the OBIP will be included in the pilot at full implementation.

For information on OBIP visit [ontario.ca/basicincome](http://ontario.ca/basicincome).

- [YCombinator](#) is also studying the idea of a basic income in Oakland, California.
- [Read about the impact](#) of the Dauphin, Manitoba basic income experiment in the 1970s.
- The OBIP was also informed by a number of expert reports from across the political spectrum, including feedback from the [Mowat Centre](#), the [Canadian Centre for Policy Alternatives](#), and the [Fraser Institute](#).

---

**Lyndsay Miller** Minister's Office, Ministry of Community and Social Services  
416-325-5450  
**Theresa Lubowitz** Minister's Office, Ministry of Housing  
416-585-7647  
**Daniel Schultz** Communications Branch  
416-212-3325

**[Available Online](#)**  
**[Disponible en Français](#)**



# **The Corporation of the City of Kawartha Lakes**

## **Council Report**

**Report Number PUR2017-048**

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**Date:** August 22, 2017

**Time:** 2:00 p.m.

**Place:** Council Chambers

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**Ward Community Identifier:** Ward 4

**Subject:** 2017-74-CT Eldon Landfill Expansion Phase III Stage 1 Construction

**Author Name and Title:** Launa Lewis, Buyer

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### **Recommendation(s):**

**RESOLVED THAT** Report PUR2017-048, **2017-74-CT Eldon Landfill Expansion Phase III Stage 1 Construction**, be received;

**THAT** Four Brothers Construction of Woodville, be awarded for the 2017-74-CT Eldon Landfill Expansion Phase III Stage 1 Construction, for the tendered price of \$1,023,608.00 plus HST;

**THAT** capital project 997151201 (WM1512) Eldon Landfill – Phase 3 Approvals be closed and its expenditures and funding be incorporated into capital project 932161201 (WM1612) Eldon Landfill Construction of Phase 3 – Stage 1;

**THAT** additional funding of \$215,630 be approved for Project (997161201) Eldon Landfill Construction of Phase 3 – Stage 1 from the Capital Reserves;

**THAT** subject to receipt of the required documents, the Mayor and City Clerk be authorized to execute the agreements to award the contract to Four Brothers Construction; and

**THAT** the Purchasing Division be authorized to issue a Purchase Order.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

The City of Kawartha Lakes requested tenders from qualified Contractors for all labour, equipment, fuel and materials for construction of the Phase III Stage 1 expansion of the Eldon Landfill.

The construction of the Phase III expansion is required to ensure that the Eldon Landfill site is progressively developed to provide additional waste disposal capacity for the City, to accommodate future waste generation.

This contract involves preparing the southern portion of the first stage of the Phase 3 expansion for landfilling. The site is currently close to capacity and this contract will assure the municipality of approximately 10 years site life at current landfill rates. The full Phase 3 expansion of the Eldon landfill was recently approved by the Ministry of the Environment and Climate Change and will involve multiple stages of construction of which this contract is the first segment. The specific area of the southern portion of the first stage (this contract) is immediately east of the current waste mound.

Capital project 997151201 (WM1512) and 932161201 (WM1612) Eldon Landfill – Phase 3 are to be combined as this is a multi-year project.

Request for Tender 2017-74-CT was prepared and advertised in accordance with the City's Purchasing Policy.

RFT 2017-74-CT closed on Thursday, July 13, 2017 and was opened in public by Mayor Andy Letham and Ashley Wykes, Buyer.

## **Results of Opening for Tender 2017-74-CT:**

<b>Tender Received From</b>	<b>Total Tender Amount (Excluding HST)</b>	<b>Total Tender Amount (Excluding HST) Corrected After Evaluation</b>
Four Brothers Construction	\$1,023,608.00	
Titanium Contracting Inc.	\$1,027,556.30	\$1,027,556.49

Tenders were checked for mathematical errors and conformity to the tender requirements. The lowest, compliant tender received from Four Brothers Construction is compliant.

## Rationale:

Staff recommend that Four Brothers Construction of Woodville be awarded 2017-74-CT Eldon Landfill Expansion Phase III Stage 1 Construction, for the tendered price of \$1,023,608.00 plus HST.

## Other Alternatives Considered:

No other alternative is being considered as that competitive procurement process was followed and the lowest, compliant tender is being recommended.

## Financial/Operation Impacts:

Funds for the Eldon Landfill Expansion was approved in the 2016 Capital Budget 997161201 (WM1612) as noted in the table below.

Capital Project	Capital Project Budget	Other Committed Funds * (see below)	Capital Project Balance	Tender Amount (incl HST)	HST Rebate	10% Contingency	Total Tender Cost	Capital Project Balance
997161201 WM1612	\$985,000	\$56,645	\$928,355	\$1,156,677	(\$115,053)	\$102,361	\$1,143,985	(\$215,630)

\* Other Committed Funds include internal labour and costs associated with the approvals process.

Upon completion of the work, any remaining surplus or deficit will be dealt with through the Capital close report presented to Council by the Treasury Department in accordance with the Capital Close Policy.

## Consultations:

Asset Management Coordinator

Junior Accountant

Manager, Environmental Services

**Department Head E-Mail:** jrojas@city.kawarthalakes.on.ca

**Department Head:** Juan Rojas, Director of Engineering and Corporate Assets

**Department File:** 2017-74-CT

**The Corporation of the City of Kawartha Lakes**  
**MINUTES**  
**PLANNING ADVISORY COMMITTEE**

**PC2017-08**  
**Wednesday, August 16, 2017**  
**1:00 P.M.**  
**Victoria Room**  
**City Hall**  
**26 Francis Street, Lindsay, Ontario K9V 5R8**

**MEMBERS:**  
**Mayor Andy Letham**  
**Councillor Brian Junkin**  
**Councillor Rob Macklem**  
**Councillor Gord Miller**  
**Councillor Patrick O'Reilly**  
**Councillor Heather Stauble**  
**Councillor Andrew Veale**  
**Mike Barkwell**  
**Debbie Girard**

**Accessible formats and communication supports are available upon request.**

**1. CALL TO ORDER AND ADOPTION OF AGENDA**

Chair O'Reilly called the meeting to order at 1:02 p.m. Mayor A. Letham, Councillors B. Junkin, R. Macklem, G. Miller, H. Stauble and A. Veale and M. Barkwell and D. Girard were in attendance.

Deputy Clerk and Recording Secretary J. Watts, Manager of Planning R. Holy, Planning Officer-Large Developments I. Walker, Supervisor of Development Engineering C. Sisson, and Planning Student S. Ekeli were also in attendance.

The Chair opened the meeting and introduced the Planning Advisory Committee and the members of staff present.

**Moved By** Councillor Macklem

**Seconded By** D. Girard

**RESOLVED THAT** the agenda for the Wednesday, August 16, 2017 Planning Advisory Committee Meeting be adopted as circulated.

**CARRIED**

The chair requested, and consent from the committee was given, that Item 7.1 on the agenda be dealt with prior to Item 3.0.

**2. DECLARATIONS OF PECUNIARY INTEREST**

There were no declarations of pecuniary interest noted.

**7. CITY OF KAWARTHA LAKES REPORTS**

**7.1 ENG2017-007**

Christina Sisson, Supervisor of Development Engineering  
2017 Municipal Infrastructure Guidelines

Note to minutes: Item 7.1 was dealt with prior to Item 3.0.

Ms. Sisson introduced the latest draft of municipal infrastructure design guidelines that are a refresh from the City's 2007 draft. She noted that a lot of time and effort have been put into reflect the current provincial guidelines, current City operational needs, and to support growth and development. The municipality has the right to have stricter guidelines, but what is proposed largely follows the provincial guidelines to provide a consistent message. She identified that they have been designed to meet the needs for growth and development, be fair and transparent, and provide a consistent approach to new infrastructure, and

connection to existing infrastructure. She responded to questions from the members of the committee.

**PC2017-035**

**Moved By** Mayor Letham

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report ENG2017-007, respecting **Municipal Infrastructure Design Guidelines Specific to Subdivision Development**, be received; and

**THAT** the proposed Municipal Infrastructure Design Guidelines as outlined in Appendix B to E respectively to Report ENG2017-007 be approved by Council.

**CARRIED**

**3. PUBLIC MEETING**

The Chair stated that, as required under the Planning Act, a public meeting is being held prior to the City of Kawartha Lakes Council making decisions on the following planning matters.

**3.1 PLAN2017-050**

Sherry Rea, Planning Development Supervisor

Stefanie Ekeli, Planning Student

Application for Zoning By-law Amendment to permit a drive-thru facility as an additional commercial use on the property for land described as Part of Lots 2, 3, 4, Block A and Part of the Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, Geographic Township of Fenelon, now City of Kawartha Lakes and municipally known as 2385 Glenarm Road (2274919 Ontario Inc.)

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Ms. Ekeli confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m and a sign was posted on the subject property. She summarized the application, explaining that it proposes to add a drive-thru facility as an additional commercial use to the Highway Commercial Exception Eighteen C2-18 Zone. The application conforms to the Growth Plan and is consistent with the Provincial Policy Statement. She also noted that the proposed commercial use complies with the City of Kawartha

Lakes Official Plan. Ms. Ekeli summarized the comments received to date, as detailed in her report, noting that subsequent to the writing of the report additional correspondence received from the Chippewas of Rama First Nation with no comments on the application, and from Highland Propane that identified no safety risk to their nearby operations. Comments were also received from the Part 8 Sewage Inspection Division of the Building Division identifying that the Ministry of Environment and Climate Change will be responsible for the septic approval. She noted that staff are supportive of the application and are respectfully recommending approval and adoption by Council. Ms. Ekeli, Ms. Sisson, and Mr. Holy responded to questions from Committee members.

The Chair inquired if the applicant wished to speak to the application.

Kory Chisholm, of MHBC Planning Limited, spoke on behalf of the applicant. He thanked staff for their presentation and agreed with their conclusions, and made himself available for any questions. He responded to questions from the committee.

The Chair inquired if anyone wished to speak to the application.

Audrey Isaac, of 5155 Highway 35, identified that she owns the property to the north of the subject property. She summarized her comments and concerns supplied in a letter to the Planner. She noted concerns regarding the drive-thru exit over a pedestrian walkway, the establishment of sufficient fencing and barriers between her property and the subject property, and the level of noise generated by the 24 hour operations. She also noted that levels of traffic in the area vary throughout the year, and questioned if a traffic light would be required at the corner of Glenarm Road and Highway 35. Lastly she presented concerns for the undeveloped sand hill area located on the subject property. She questioned that if the hill was to be excavated or altered during the construction phase that there would be appropriate mitigation strategies to prevent the hill from collapsing on her abutting property. She requested that if future changes are proposed to the site, that she be notified.

No other persons spoke to the application.

### **3.2 PLAN2017-051**

Ian Walker, Planning Officer - Large Developments

An application to amend the Township of Verulam Zoning By-law to change the

zone category from the General Rural (A1) Zone to the Residential Type One (R1) Zone and Rural Residential (RR) Zone to facilitate the creation of five (5) new residential lots for the property identified as Vacant Land on Rehill Drive, Verulam (Gurr)

The Chair requested staff to advise on the manner of giving notice for the proposed zoning by-law amendment. He also asked staff to briefly describe the proposal and summarize the correspondence, if any, received to date.

Mr. Walker confirmed that the required notice was given in accordance with the Planning Act and circulated to each owner of land within 500m and a sign was posted on the subject property. He summarized the application, explaining that it proposes to change the zone category from the General Rural (A1) Zone to the Residential Type One (R1) Zone and Rural Residential (RR) Zone. The intent of the change is to facilitate the severance of five (5) residential lots within the Hamlet Settlement Area of Dunsford, and to retain the rural residential lot. The application conforms to the Growth Plan and is consistent with the Provincial Policy Statement. He noted that full Official Plan conformity will be determined upon a full review of the application. Mr. Walker summarized the comments received to date, as detailed in his report, noting that subsequent to the writing of the report additional comments were received from Jim Garbutt who identified he would bring forward his concerns during the public meeting, and Kawartha Conservation who has no objection to the approval of the zoning application. Mr. Walker and Ms. Sisson responded to questions from Committee members.

The Chair inquired if the applicant wished to speak to the application.

Kevin DuGuay spoke on behalf of the applicant. He stated that they are proposing to incorporate five rural lots on an existing street. He stated that the land in question is not very farmable. He agreed with the zoning recommendations of the retained lot, subject to consideration that an agricultural zone will not hinder expansions on the retained lot. He noted that Kawartha Conservation had expressed no concerns, and that they planned to advance the consent applications forthwith.

The Chair inquired if anyone wished to speak to the application.

Jim Garbutt, of 231 Cedar Glen Road, stated that the application is a good fit for the area, however he expressed concerns about the question of farmability of the land which has been farmed for 160 years. He stated that the land is farmable,



and is worth preserving. He stated concern that approval of this application would be a gateway for duplication of Rehill Drive in other locations. He cautioned on the size of the driveway constructed on property beyond the five lots, as he felt that this may indicate more future development. He also noted concerns about the wetlands on the property, and the timing of the application. Mr. Garbutt responded to questions from the members of the committee.

John Gurr spoke as the owner of the property. He noted there was an extremely wide driveway to move the house off the property and he has made provisions to bring down the size of the driveway. He stated that there is about 18 inches of topsoil on the land covering mostly shale. He stated that he has spoken to professional farmers who noted that the land was not good for farming. He noted that the nearby properties may benefit from the development by increasing property values with larger homes on the proposed lots.

No other persons spoke to the application.

The Public Meeting concluded at 2:09 p.m.

#### **4. BUSINESS ARISING FROM PUBLIC MEETING**

##### **4.1 Item 3.1**

**PC2017-036**

**Moved By** Councillor Junkin

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-050, respecting 2274919 Ontario Inc. - Application D06-17-022, **Part of Lots 2, 3, 4, Block A, and Part of the Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, Geographic Township of Fenelon, now City of Kawartha Lakes and municipally known as 2385 Glenarm Road, Application D06-17-022**, be received;

**THAT** the Zoning By-law Amendment respecting Application D06-17-022 and substantially in the form attached as Appendix C to Report PLAN2017-022, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

**CARRIED**

##### **4.2 Item 3.2**

**PC2017-037**

**Moved By** Councillor Miller

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-051, respecting **Concession 3 Part of Lot 4, Geographic Township of Verulam, Gurr – Application D06-17-021**, be received; and

**THAT** Report PLAN2017-051 respecting Application D06-17-021 be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City departments and that any comments and concerns have been addressed.

**CARRIED**

**5. DEPUTATIONS**

**6. CORRESPONDENCE**

**7. CITY OF KAWARTHA LAKES REPORTS**

**7.1 ENG2017-007**

Christina Sisson, Supervisor of Development Engineering  
2017 Municipal Infrastructure Guidelines

Note to minutes: Item 7.1 was dealt with prior to Item 3.0.

**8. ADJOURNMENT**

**Moved By** Mayor Letham

**Seconded By** D. Girard

**RESOLVED THAT** the Planning Advisory Committee Meeting adjourn at 2:11 p.m.

**CARRIED**

**Recommendations made at the August 16, 2017 Planning Advisory Committee:**

**PC2017-035**

**Moved By** Mayor Letham

**Seconded By** Councillor Miller

**RECOMMEND THAT** Report ENG2017-007, respecting **Municipal Infrastructure Design Guidelines Specific to Subdivision Development**, be received; and

**THAT** the proposed Municipal Infrastructure Design Guidelines as outlined in Appendix B to E respectively to Report ENG2017-007 be approved by Council.

**PC2017-036**

**Moved By** Councillor Junkin

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-050, respecting 2274919 Ontario Inc. - Application D06-17-022, **Part of Lots 2, 3, 4, Block A, and Part of the Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, Geographic Township of Fenelon, now City of Kawartha Lakes and municipally known as 2385 Glenarm Road, Application D06-17-022**, be received;

**THAT** the Zoning By-law Amendment respecting Application D06-17-022 and substantially in the form attached as Appendix C to Report PLAN2017-022, be approved and adopted by Council; and

**THAT** the Mayor and Clerk be authorized to execute any documents and agreements required by the approval of this application.

**PC2017-037**

**Moved By** Councillor Miller

**Seconded By** Councillor Veale

**RECOMMEND THAT** Report PLAN2017-051, respecting **Concession 3 Part of Lot 4, Geographic Township of Verulam, Gurr – Application D06-17-021**, be received; and

**THAT** Report PLAN2017-051 respecting Application D06-17-021 be referred back to staff to address any issues raised through the public consultation process and for further review and processing until such time that all comments have been received from all circulated agencies and City departments and that any comments and concerns have been addressed.

# Person Submitting the Petition

Name:	CAROL AIRD Sandy Clayton JEAN PATON
Address:	11 MCGILL DR. 12 MCGILL DR. 7 MCGILL DR. VIEW LAKE JANETVILLE
Phone:	(705) 324-9606 705-324-8262 705-324-4191

## Petition

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

We are requesting a bylaw to regulate short term property rentals in certain areas of the City, including our View Lake neighbourhood. We believe a minimum rental term (we are suggesting 30 days) would help prevent further complaints about ongoing concerns such as recurrent excessive noise / disturbances, overflow parking, litter, fire pit safety etc. Please help restore our previously peaceful neighbourhood.

#	Name	Contact Information	Signature
1	JEAN PATON	7 MCGILL DR. 705-324-4191	Jean P. Paton
2	SANDY CLAYTON	12 MCGILL DR. 705-324-8262	Sandy Clayton
3	CAROL AIRD	11 MCGILL DRIVE (705) 324-9606	Carol Aird
4	JEFF SINCLAR	6 MCGILL DR. 705-328-0069	Jeff Sinclair
5	Cassie Elmy	1 McGill Dr. 289-9872/2950	Cassie Elmy
6	Sonyq Sooley	4 McGill Dr. 705-874-6827	Sonyq Sooley
7	BRUCE Sooley	4 MCGILL DR. 705-874-6827	Bruce Sooley
8	Patricia Sooley	4 MCGILL DR. 705-324-8916	Patricia Sooley
9	GLADYS KING	15 MCGILL DR.	Gladys King
10	Annette Collins	9 McGill Dr. 416-580-6067	Annette Collins
11	CHRISTINE DAVIS	13 MCGILL DRIVE 705-878-0044	Christine Davis
12	SADIE CLAYTON	14 MCGILL DR. 705-324-0632	Sadie Clayton
13	GLEN CLAYTON	14 MCGILL DR. 705-324-0632	Glen H. Clayton
14	MICHAEL COLLINS	9 MCGILL DR. 905 626 4572	M. Collins

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#	Name	Contact Information	Signature
15	TRAVIS WHITE	16 MCGILL DR 705 878 8692	Travis White
16	CINDY WHITE	16 MCGILL DR 705 878 8690	Cindy White
17	DAVE CLAYTON	12 MCGILL DR 705-324-8262	Dave Clayton
18	ROSS JIBB	24 MCGILL DR 705 324 3819	Ross Jibb
19	Gazel Chamberlain	24 MCGILL DR.	Gazel Chamberlain
20	B. Krause	19 McGill Dr. 705-878-3532	Brigitte Krause
21	P. KRAUSE	19 McGill Dr. 705-878-3532	P. Krause
22	Donna Dorgan	26 McGill Dr 705-324-7988	Donna Dorgan
23	BARRY HAWK	11 MCGILL DR 705-324-9606	Barry Hawk
24	BRUCE ALLEN	3 MCGILL DR 647 408 3820	Bruce Allen
25	Annette Shortt	168 Coleman Crescent 705 Viewlake ON 324-2575	A. Shortt
26	Randy Reinert	168 Coleman Cres Janville 705-324-2575	Randy Reinert
27	CAROL RILEY CAROL RILEY	172 COLEMAN CRES 705 328-9778	Carol Riley
28	PATRICIA MARTIN	180 Coleman cres 905-213-0598	Patricia Martin

Page 2 of 4

Signatories to a Petition are deemed to have waived any expectation of privacy as a result of the record being created for review by the general public. Questions about the collection and disclosure of personal information contained in this petition should be directed to the City Clerk at 705.324.9411 ext. 1295.

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#	Name	Contact Information	Signature
29	TREVOR A. WEBER	167 COLEMAN JANETVILLE 705-878-4719 416-318-2301	[Signature]
30	Jeanelle G. Weber	167 COLEMAN JANETVILLE 905-718-7665	[Signature]
31	TERRY OSORUNA	162 COLEMAN JANETVILLE 416-560-8112	[Signature]
32	TYLER PATRICKSON	37 MCGILL JANETVILLE 416-573-0214	[Signature]
33	Roger Schoonbroodt	33 MCGILL JANETVILLE 705 878 9112	[Signature]
34	LINDA MCPHAIL	705-878-9112 33 MCGILL JANETVILLE	[Signature]
35	Tinie Evans	705-878-9112 55 MCGILL JANETVILLE	[Signature]
36	MONICA BYRNE	176 COLEMAN CRES. 647 881 8724	[Signature]
37	MIKE BYRNE	176 COLEMAN CRES. 647 308 0611	[Signature]
38	Jan Howse	156 COLEMAN JANETVILLE 416 819 4965	[Signature]
39	W. MARS	156 COLEMAN 905-244-416-894905	[Signature]
40	Stephanie Ross	156 COLEMAN JANETVILLE 905-244-4676	[Signature]
41	NORM HAYMAN	144 COLEMAN JANETVILLE 705 324-7572	[Signature]
42	ELAINE HAYMAN	144 COLEMAN JANETVILLE 705-324-7572	[Signature]
43	BETTY HAYMAN	144 COLEMAN JANETVILLE 705-324-7572	[Signature]

Page 3 of 4

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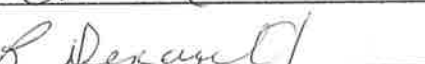

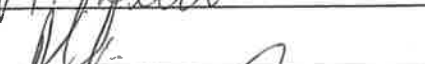


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#	Name	Contact Information	Signature
44	Scott Elmy	289423533 1 McGill Rd JANETVILLE	
45	RANDY McLELLAN	705 328 3608 38 MCGILL RD. JANETVILLE	
46	Susan McEllan	705 328 3808 38 MCGILL RD. JANETVILLE	
47	PERRY FEOR	705 878 4797 R.R. 1 JANETVILLE	
48	Charlee Feor	705-878-4797 R.R. 1 JANETVILLE	
49	Rita Denault	3 Colman Cres. 705-324-7963	
50	Ron Beitle	59 MCGILL 705-878-9236	
51	PETER TAYLOR	61 MCGILL 647-225-3854	
52	EDDY K. HANSEN	184 MCGILL 705-812-7673	

## **The Corporation of the City of Kawartha Lakes**

### **BY-LAW 2017-**

**A By-Law to Establish and Assume a Parcel of Land Legally Described as Part Lots 13, 14, 15, 16, 17, and 18 on Registered Plan No. 365 Designated as Parts 1, 2, 3, 4, 5, and 6 on Plan 57R4042; in the Township of Emily, City of Kawartha Lakes, being Part of PIN: 63259-0208 (LT) as Part of Carlton Crescent**

#### **Recitals**

1. Section 31 of the *Municipal Act, 2001* authorizes Council to establish and assume a highway by by-law.
2. Pursuant to City of Kawartha Lakes By-law 2016-059, authority has been given to the Director of Engineering and Corporate Assets to present highway dedication by-laws directly to Council without separately reporting on the history of the individual parcel of land.
3. The Director of Engineering and Corporate Assets has reviewed the parcel of land acquired for road purposes, as referenced in this by-law, and approves it for assumption as a public highway.
4. That Part of Lot 13 Plan 365, designated as Part 1 on Plan 57R4042 was transferred to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes for highway purposes. The transfer/deed of land conveying the lands to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes was registered on July 30, 1985 as R199165.
5. That Part of Lot 14 Plan 365, designated as Part 2 on Plan 57R4042 was transferred to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes. The transfer/deed of land conveying the lands to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes was registered on April 11, 1986 as R206362.
6. That Part of Lot 15 Plan 365, designated as Part 3 on Plan 57R4042 was transferred to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes for highway purposes. The transfer/deed of land conveying the lands to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes was registered on July 30, 1985 as R199164.
7. That Part of Lot 16 Plan 365, designated as Part 4 on Plan 57R4042 was transferred to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes for highway purposes. The transfer/deed of land conveying the lands to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes was registered on March 6, 1986, as R205533.
8. That Part of Lot 15 Plan 365, designated as Part 5 on Plan 57R4042 was transferred to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes for highway purposes. The transfer/deed of land conveying the lands to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes was registered on August 2, 1985 as R199345.
9. That Part of Lot 18 Plan 365, designated as Part 6 on Plan 57R4042 was transferred to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes for highway purposes. The transfer/deed of land conveying the lands to the Corporation of the Township of Emily, now the Corporation of the City of Kawartha Lakes was registered on July 30, 1985 as R199166.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_\_\_.**



**Section 1.00: Definitions and Interpretation**

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

“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;

“Director of Engineering and Corporate Assets” means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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, which 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: Highway Assumption**

2.01 **Assumption:** The parcel of land acquired for highway purposes, more particularly described as Part Lots 13, 14, 15, 16, 17, and 18 on Registered Plan No. 365 Designated as Parts 1, 2, 3, 4, 5, and 6 on Plan 57R4042, being Part of PIN: 63259-0208 (LT), is hereby established and assumed as a public highway and part of Carlton Crescent, in the Township of Emily, City of Kawartha Lakes.

**Section 3.00: Effective Date**

3.01 **Effective Date:** This By-law shall come into force and take effect when it has been finally passed by Council and has been deposited on title in the Registry Office for the Registry Division of Victoria (No. 57).

By-law read a first, second and third time, and finally passed, this 22<sup>nd</sup> day of August, 2017.

---

Andy Letham, Mayor

---

Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-Law to Authorize the Sale Of Municipally Owned Property Legally Described as Lot 21, Registered Plan 239, in the Geographic Township of Eldon, City of Kawartha Lakes Described as Part 1 on Plan 57R10533 Being Pin: 63171-0267 (LT)**

#### **Recitals**

1. The subject land was declared to be surplus to municipal needs by City Council on the 28<sup>th</sup> day of January, 2014 by the adoption of Report LM2017-003 by CR2014-001.
2. Notice of the intention of City Council to pass this by-law was given by notice duly published in the Kawartha Lakes This Week newspaper in the City of Kawartha Lakes on the 3<sup>rd</sup>, 10<sup>th</sup>, and 17<sup>th</sup> days of September, 2015, in accordance with the provisions of the *Municipal Act* and By-laws 2008-065 and 2010-118, as amended.
3. The proposed by-law came before Council for consideration at its regular meeting on the 22<sup>nd</sup> day of August, 2017 at 2:00 p.m. and at that time no person objected to the proposed by-law nor claimed that his land would be prejudicially affected.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_\_\_.**

#### **Section 1.00: Definitions and Interpretation**

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

**“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;

**“Mayor”** means the Chief Executive Officer of the City.

##### **1.02 Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) 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: Sale of Surplus Property**

- 2.01 **Sale:** Lot 21, Registered Plan 239, in the Geographic Township of Eldon, City of Kawartha Lakes Described as Part 1 on Plan 57R10533 Being Pin: 63171-0267 (LT) is hereby authorized to be sold to Jennifer and Travers Brace for Eighty-Five Thousand Dollars (\$85,000.00), plus HST, if applicable, inclusive of all additional costs associated with this transaction.

**Section 3.00:     Effective Date**

3.01    **Effective Date**: This By-law shall come into force and take effect when it has been finally passed by Council.

By-law read a first, second and third time, and finally passed, this 22<sup>nd</sup> day of August, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-Law to Establish and Assume a Parcel of Land Legally Described as Part Block M Plan 119; Part 1 on Plan 57R7720; in the Village of Woodville, City of Kawartha Lakes, being Part of PIN: 63181-0104 (LT) as Part of Beech Street**

#### **Recitals**

1. Section 31 of the *Municipal Act, 2001* authorizes Council to establish and assume a highway by by-law.
2. Pursuant to City of Kawartha Lakes By-law 2016-059, authority has been given to the Director of Engineering and Corporate Assets to present highway dedication by-laws directly to Council without separately reporting on the history of the individual parcel of land.
3. The Director of Engineering and Corporate Assets has reviewed the parcel of land acquired for road purposes, as referenced in this by-law, and approves it for assumption as a public highway.
4. That Part Block M Plan 119; Part 1 on Plan 57R7720, was transferred to the Corporation of the City of Kawartha Lakes for road widening purposes. The transfer conveying the lands to the Corporation of the City of Kawartha Lakes was registered on June 6, 2017 as KL126928.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_.**

#### **Section 1.00: Definitions and Interpretation**

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

**“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;

**“Director of Engineering and Corporate Assets”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

**1.02 Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) 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, which 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: Highway Assumption**

**2.01 Assumption:** The parcel of land acquired for road widening purposes, more particularly described as Part Block M Plan 119; Part 1 on Plan

57R7720, being Part of PIN: 63181-0104 (LT), is hereby established and assumed as a public highway and part of Beech Street, in the Village of Woodville, City of Kawartha Lakes.

**Section 3.00:     Effective Date**

3.01    **Effective Date:** This By-law shall come into force and take effect when it has been finally passed by Council and has been deposited on title in the Registry Office for the Registry Division of Victoria (No. 57).

By-law read a first, second and third time, and finally passed, this 22<sup>nd</sup> day of August, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

**A By-Law to Authorize the Acquisition of Lot 1 and Part of Lot 2 West of River Street, Registered Plan No. 9p (being a Subdivision of Part of Park Lot G, Registered Plan No. 8p) described as Part 1 on Plan 57R-7791, in the Town of Lindsay, City of Kawartha Lakes, being PIN: 63233-0349 (LT)**

### **Recitals**

1. The acquisition of Lot 1 and Part of Lot 2 West of River Street, Registered Plan No. 9p (being a Subdivision of Part of Park Lot G, Registered Plan No. 8p) described as Part 1 on Plan 57R-7791, in the Town of Lindsay, City of Kawartha Lakes, being PIN: 63233-0349 (LT), was approved by City Council on the 22<sup>nd</sup> day of March, 2016 by the adoption of Report CS2016-006 by CR2016-228.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_.**

### **Section 1.00: Definitions and Interpretation**

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

**“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;

- 1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

- (b) 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, which 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: Acquisition of Land**

- 2.01 **Acquisition:** The parcel of land, more particularly described as Lot 1 and Part of Lot 2 West of River Street, Registered Plan No. 9p (being a Subdivision of Part of Park Lot G, Registered Plan No. 8p) described as Part 1 on Plan 57R-7791, in the Town of Lindsay, City of Kawartha Lakes, being PIN: 63233-0349 (LT), be acquired by the City of Kawartha Lakes for no consideration.

- 2.02 **Tax Receipt:** It is hereby acknowledged that in exchange for the donation of land, more particularly described as Lot 1 and Part of Lot 2 West of River Street, Registered Plan No. 9p (being a Subdivision of Part of Park Lot G, Registered Plan No. 8p) described as Part 1 on Plan 57R-7791, in the Town of Lindsay, City of Kawartha Lakes, being Part of PIN: 63233-0349 (LT), the City of Kawartha Lakes will provide a tax receipt equivalent to the appraised value of the land to the Donor.

**Section 3.00:     Effective Date**

3.01    **Effective Date:** This By-law shall come into force and take effect when it has been finally passed by Council.

By-law read a first, second and third time, and finally passed, this 22<sup>nd</sup> day of August, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

**A By-Law to Authorize the Acquisition of William Street on Plan 333 (aka Stanley Road) designated as Part 2 on Plan 57R-8983, in the Geographic Township of Eldon, City of Kawartha Lakes, being Part of PIN: 63171-0422 (LT)**

### **Recitals**

1. The acquisition of William Street on Plan 333 (aka Stanley Road) designated as Part 2 on Plan 57R-8983, in the Geographic Township of Eldon, City of Kawartha Lakes, being Part of PIN: 63171-0422 (LT), was approved by City Council on the 27<sup>th</sup> day of November, 2012 by CR2012-1346.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_\_\_.**

### **Section 1.00: Definitions and Interpretation**

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

“**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;

- 1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) 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, which 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: Acquisition of Land**

- 2.01 **Acquisition:** The parcel of land, more particularly described as William Street on Plan 333 (aka Stanley Road) designated as Part 2 on Plan 57R-8983, in the Geographic Township of Eldon, City of Kawartha Lakes, being Part of PIN: 63171-0422 (LT), be acquired by the City of Kawartha Lakes for nominal consideration.



**Section 3.00:     Effective Date**

3.01    **Effective Date:** This By-law shall come into force and take effect when it has been finally passed by Council.

By-law read a first, second and third time, and finally passed, this 22<sup>nd</sup> day of August, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, City Clerk

# The Corporation of the City of Kawartha Lakes

## By-Law 2017-

### A By-law to Amend By-law Number 2017-079, being A By-law To Establish 2017 Tax Ratios in the City of Kawartha Lakes

#### Recitals

1. Council adopted By-law Number 2017-079 on April 18, 2017 to establish the Tax Ratios for the municipality.
2. An amendment is required to include an additional tax ratio that has been established by the Province of Ontario and is prescribed by Regulation O. Reg 262/17.
3. This change requires an amendment to the original by-law to ensure the municipality complies with the Provincial Regulation.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-    .

#### Section 1.00: Definitions and Interpretation

##### Definitions:

All defined terms in the amending By-law take their meaning from By-law 2017-079 of the City of Kawartha Lakes.

#### Section 2.00: Amendment Details

- 2.01 **Amendment to Section 2.0 - Tax Ratios:** Section 2.02 to By-law 2017-079 is amended by adding to the table:

Property Class	Tax Ratio
New Multi Residential	1.000000

#### Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Manager Revenue and Procurement is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 22<sup>nd</sup> day of August, 2017.

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Andy Letham, Mayor

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Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Authorize the Execution of an Agreement between Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure and The Corporation of the City of Kawartha Lakes for funding under the Clean Water and Wastewater Fund (CWWF)**

#### **Recitals**

1. The government of Canada has committed two billion dollars towards the CWWF for projects to improve water, wastewater, and storm water systems across Canada.
2. Under the Bilateral Agreement, the Province of Ontario has agreed to identify projects, and be responsible for the transfer of CWWF funds to eligible Recipients pursuant to transfer payment agreements.
3. The City of Kawartha Lakes has been awarded funding under the CWWF Program.
4. This by-law authorizes the Agreement to be executed by the City.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .**

#### **Section 1.00: Definitions and Interpretation**

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

**“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;

**“Director of Public Works”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

**“Mayor”** means the Chief Executive Officer of the City.

- 1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) 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: Approval and Authorization**

- 2.01 **Approval:** The agreement attached to this By-law as Schedule A is approved.

2.02    **Authorization:** The Mayor and City Clerk are authorized to sign the agreement attached to this By-law as Schedule A, and to affix the corporate seal to it.

**Section 3.00:     Administration and Effective Date**

3.01    **Administration of the By-law:** The Director of Public Works is responsible for the administration of this by-law.

3.02    **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, City Clerk

**CLEAN WATER AND WASTEWATER FUND (ONTARIO)  
TRANSFER PAYMENT AGREEMENT**

**THIS TRANSFER PAYMENT AGREEMENT** for the Clean Water and Wastewater Fund (CWWF) (Ontario) (the “**Agreement**”), made in duplicate, is effective as of the Effective Date (both “**Agreement**” and “**Effective Date** as defined in section A.1.2 (Definitions)).

**B E T W E E N :**

**Her Majesty the Queen in right of Ontario**  
as represented by the Minister of Infrastructure

(the “**Province**”)

- and -

**The Corporation of the City of Kawartha Lakes**

(the “**Recipient**” or “**Ultimate Recipient**”)

**BACKGROUND**

The Government of Canada established the Clean Water and Wastewater Fund (the “CWWF”) in its 2016 Budget.

The Government of Canada has committed two billion dollars (\$2,000,000,000) towards the CWWF for projects to improve water, wastewater, and storm water systems across Canada.

Under the Bilateral Agreement, the Province has agreed to identify projects, and be responsible for the transfer of CWWF funds to eligible Recipients pursuant to transfer payment agreements.

The Recipient has been allocated Maximum Funds (as defined in section A.1.2 (Definitions)).

The Recipient has applied to the Province for CWWF funds to assist the Recipient in carrying out the Project (as defined in section A.1.2 (Definitions)) and further described in Schedule “C” (Program Funding Request), a clean water and wastewater infrastructure project.

Canada has approved the Project and Canada and the Province have agreed to provide CWWF funds for the Project.

The Agreement sets out the terms and conditions upon which CWWF funds, up to the Maximum Funds, will be provided to the Recipient for the purpose of carrying out the Project and the

Recipient has agreed to carry out the Project.

Ontario Infrastructure and Lands Corporation, an agent of Her Majesty the Queen in right of Ontario, will be administering the Program on behalf of the Province.

## **CONSIDERATION**

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged, the Parties (as defined in section A.1.2 (Definitions)) agree as follows:

### **1.0 ENTIRE AGREEMENT**

#### **1.1 The Agreement, comprising of:**

- Schedule "A" - General Terms and Conditions
- Schedule "B" - Project Specific Information
- Schedule "C" - Program Funding Request
  - Sub-schedule "C.1" - Project Description, Budget and Timelines
  - Sub-schedule "C.2" - Sub-project Cost Breakdown
- Schedule "D" - Reporting
- Schedule "E" - Eligible Expenditures and Ineligible Expenditures
- Schedule "F" - Evaluation
- Schedule "G" - Communications Protocol
- Schedule "H" - Disposal of and Revenues from Assets
- Schedule "I" - Aboriginal Consultation Protocol
- Schedule "J" - Requests for Payment and Payment Procedures
  - Sub-schedule "J.1" - Form of Request for Payment Form
  - Sub-schedule "J.2" - Form of Certificate from Recipient
  - Sub-schedule "J.3" - Form of Declaration of Sub-project Completion
  - Sub-schedule "J.4" - Form of Certificate from Professional Engineer
- Schedule "K" - Form of Clean Water and Wastewater Fund (CWWF) Attestation Form, and any amending agreement entered into in Article 3.0 (Amending the Agreement),

constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

### **2.0 COUNTERPARTS**

#### **2.1 The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.**

### **3.0 AMENDING THE AGREEMENT**

The Corporation of the City of Kawartha Lakes and Ontario CWWF TPA

- 3.1 Subject to sections C.2.2 (Amending Agreement for Minor Changes to the Project Description, Budget and Timelines) and D.6.2 (Amending Agreement for Minor Changes to the Reporting), the Agreement may only be amended by a written agreement duly executed by the representatives of the Parties listed below.

#### 4.0 ACKNOWLEDGEMENT

- 4.1 The Recipient acknowledges that:

- (a) by receiving Funds (as defined in section A.1.2 (Definitions)) it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (b) the Funds are:
  - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province or Canada; and
  - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario); and
- (c) although the Agreement is between the Province and the Recipient, Canada is, in respect of the rights, covenants, remedies, obligations, indemnities and benefits (together referred to as "Rights") undertaken or given to Canada in the Agreement, a third-party beneficiary under the Agreement and is entitled to rely upon and directly enforce those Rights as if Canada were a party to the Agreement; and
- (d) the Province and Canada, respectively, are not responsible for carrying out the Project.

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO** as  
represented by the Minister of Infrastructure

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Title:

**The Corporation of the City of Kawartha Lakes**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Title:

e.g., Mayor or Regional Chair, or delegate]

I have authority to bind the Recipient.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Title:

I have authority to bind the Recipient.



## SCHEDULE "A" GENERAL TERMS AND CONDITIONS

### A.1.0 INTERPRETATION AND DEFINITIONS

#### A.1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency;
- (e) all accounting terms not otherwise defined in the Agreement have their ordinary meanings; and
- (f) in the event of a conflict or inconsistency between any of the requirements of:
  - (i) the main body of the Agreement and any of the requirements of a schedule or a sub-schedule, the main body of the Agreement will prevail;
  - (ii) Schedule "A" (General Terms and Conditions) and any of the requirements of another schedule or a sub-schedule, Schedule "A" (General Terms and Conditions) will prevail; or
  - (iii) a schedule and any of the requirements of a sub-schedule, the schedule will prevail.

#### A.1.2 **Definitions.** In the Agreement, the following terms have the following meanings:

**"Aboriginal Community"** as the meaning ascribed to it in section I.1.1 (Definitions).

**"Aboriginal Consultation Record"** as the meaning ascribed to it in section I.1.1 (Definitions).

**"Agreement"** means this Clean Water and Wastewater Fund (CWWF) (Ontario) Transfer Payment Agreement entered into between the Province and the Recipient as described in Article 1.1 (Entire Agreement).

**"Asset"** means any real or personal property or immovable or movable asset, acquired, contracted, rehabilitated or improved, in whole or in part, with Funds.

**"Authorities"** means any government authority, agency, body or department, whether federal, provincial or municipal, having or claiming jurisdiction over the Agreement or the

Project, or both.

**“Bilateral Agreement”** means the Canada-Ontario Bilateral Agreement “Clean Water and Wastewater Fund” entered into between Canada and Her Majesty the Queen in right of Ontario, as represented by the Minister of Infrastructure, and made on September 13, 2016.

**“Budget”** means the budget described in Schedule “C” (Program Funding Request).

**“Business Day”** means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year’s Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

**“Canada”** means, unless the context requires otherwise, Her Majesty the Queen in right of Canada.

**“Contract”** means a contract between the Recipient and a Third Party whereby the Third Party agrees to supply goods or services, or both, for the Project in return for financial consideration.

**“CWWF”** means the Clean Water and Wastewater Infrastructure Fund established by Canada to help accelerate short term municipal investments, while supporting the rehabilitation of water, wastewater and stormwater infrastructure, and the planning and design of future facilities and upgrades to existing systems.

**“Declaration of Sub-project Completion”** means the Declaration of Sub-project Completion attached as Sub-schedule “J.3” (Form of Declaration of Sub-project Completion).

**“Effective Date”** means the date of signature by the last signing party to the Agreement.

**“Eligible Expenditures”** means the costs of the Project incurred by the Recipient and eligible for payment under the terms and conditions of the Agreement, and that are further described in Schedule “E” (Eligible Expenditures and Ineligible Expenditures).

**“Environmental Laws”** means all applicable federal, provincial or municipal laws, regulations, by-laws, orders, rules, policies or guidelines respecting the protection of the natural environment, public or occupational health or safety, and the manufacture, importation, handling, transportation, storage, disposal and treatment of environmental contaminants and include, without limitation, the *Environmental Protection Act* (Ontario), *Environmental Assessment Act* (Ontario), *Ontario Water Resources Act* (Ontario), *Canadian Environmental Protection Act, 1999* (Canada), *Canadian Environmental Assessment Act, 2012* (Canada), *Fisheries Act* (Canada) and *Navigation Protection Act* (Canada).

**“Event of Default”** has the meaning ascribed to it in section A.14.1 (Events of Default).

**“Expiry Date”** means the date on which the Agreement will expire and is the date provided for in Schedule “B” (Project Specific Information).

**“Final Progress Report”** means the Final Progress Report described in Article D.2.0 (Progress Reports and Final Progress Report).

**“Funding Year”** means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31.

**“Funds”** means the money the Province provides to the Recipient pursuant to the Agreement.

**“Holdback”** means the Holdback described in and to be paid in accordance with section A.4.14 (Retention of Contribution) and Article J.7.0 (Holdback).

**“Indemnified Parties”** means Her Majesty the Queen in right of Ontario and Canada, respectively, their respective ministers, officers, servants, appointees and employees or any agents and their respective officers and employees.

**“Maximum Funds”** means the maximum amount the Province will provide the Recipient under the Agreement as provided for in Schedule “B” (Project Specific Information).

**“Notice”** means any communication given or required to be given pursuant to the Agreement.

**“Notice Period”** means the period of time within which the Recipient is required to remedy an Event of Default, pursuant to paragraph A.14.3 (b), and includes any such period or periods of time by which the Province extends that time in accordance with section A.14.4 (Recipient Not Remedying).

**“Outcomes Progress Reports”** means the Outcomes Progress Reports described in Article D.3.0 (Outcomes Progress Reports).

**“Parties”** means the Province and the Recipient.

**“Party”** means either the Province or the Recipient.

**“Program”** means the program established by the Province to identify projects under the CWWF and enter into agreements, including the Agreement, with recipients of CWWF funds.

**“Progress Report”** means the Progress Report described in Article D.2.0 (Progress Reports and Final Progress Report).

**“Project”** means the undertaking described in Schedule “C” (Program Funding Request).

**“Project Evaluation”** means the project evaluation described in Article F.1.0 (Project Evaluation).

**“Project Incrementality”** means (a) the Project would not otherwise have taken place in 2016-17 or 2017-18; or (b) the Project would not have been undertaken without federal funding. This includes projects included in the 2016 municipal budget where projects require additional funding to proceed and/or accelerate.

**“Reports”** means the reports described in Schedule “D” (Reporting).

**“Requirements of Law”** means all applicable requirements, laws, statutes, codes, acts, ordinances, approvals, orders, decrees, injunctions, by-laws, rules, regulations, official plans, permits, licences, authorizations, directions, and agreements with all Authorities, and includes the Environmental Laws.

**“Sub-project”** means a Project described in Sub-schedule “C.1” (Project Description, Budget and Timelines).

**“Sub-project Completion”** means when a Sub-project can be used for the purpose for which it is intended, all required Reports and other reports and documents, including the Declaration of Sub-project Completion, have been submitted to the Province, and Final Payment has been made.

**“Sub-project Completion Date”** means the Sub-project completion date indicated on the Declaration of Sub-project Completion.

**“Term”** means the period of time described in section A.3.1 (Term).

**“Third Party”** means any legal entity, other than a Party, who supplies goods or services, or both, to the Recipient for the Project.

**“Timelines”** means the Project schedule provided in Schedule “C” (Program Funding Request).

**“Total Financial Assistance”** means the total Project funding from all sources, including funding from federal, provincial, territorial, and municipal sources, private sources and in-kind contributions.

## **A.2.0 REPRESENTATIONS, WARRANTIES AND COVENANTS**

A.2.1 **General.** The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all Requirements of Law related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A.2.2 **Execution of Agreement.** The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A.2.3 **Governance.** The Recipient represents, warrants and covenants that it has, will maintain, in writing, and will follow:

- (i) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (ii) procedures to enable the Recipient's ongoing effective functioning;
- (iii) decision-making mechanisms for the Recipient;
- (iv) procedures to enable the Recipient to manage Funds prudently and effectively;
- (v) procedures to enable the Recipient to complete the Project successfully;
- (vi) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (vii) procedures to enable the preparation and submission of all Reports required pursuant to Article A.7.0 (Reporting, Accounting and Review); and
- (viii) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A.2.4 **Supporting Proof.** Upon the request of the Province, the Recipient will provide the

Province with proof of the matters referred to in this Article A.2.0 (Representations, Warranties and Covenants).

### **A.3.0 TERM OF THE AGREEMENT**

**A.3.1 Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A.12.0 (Termination on Notice), Article A.13.0 (Termination Where No Appropriation or Funds from Canada), or Article A.14.0 (Event of Default, Corrective Action and Termination for Default).

### **A.4.0 FUNDS AND CARRYING OUT THE PROJECT**

**A.4.1 Funds Provided.** The Province will:

- (a) provide the Recipient up to the Maximum Funds, which will be no greater than 75% of the total Eligible Expenditures, for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the request for payment and payment procedures provided for in Schedule "J" (Requests for Payment and Payment Procedures); and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
  - (i) resides at a Canadian financial institution; and
  - (ii) is in the name of the Recipient.

**A.4.2 Limitation on Payment of Funds.** Despite section A.4.1 (Funds Provided):

- (a) in addition to the other limitations under the Agreement on the payment of Funds by the Province, the Province is not obligated to provide:
  - (i) any Funds to the Recipient until the Recipient fulfils all of the special conditions listed in section A.33.1 (Special Conditions); and
  - (ii) any instalment of Funds unless the Province and Canada are satisfied with the progress of the Project; and
- (b) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A.7.1 (Preparation and Submission); and
- (c) if, pursuant to the *Financial Administration Act* (Ontario), the Province does not

receive the necessary appropriation from the Ontario Legislature or, under the Bilateral Agreement, funds from Canada for any payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:

- (i) reduce the amount of Funds and, in consultation with the Recipient, change the Project or Budget, or both; or
- (ii) terminate the Agreement pursuant to section A.13.1 (Termination Where No Appropriation or Funds from Canada).

**A.4.3 Use of Funds and Carry Out the Project.** The Recipient will do all of the following:

- (a) carry out the Project;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget; and
- (d) not use the Funds to cover any Eligible Expenditure that has or will be funded or reimbursed by one or more of any third party, any ministry, department, agency, or organization of the Government of Ontario or the Government of Canada, except for any Eligible Expenditure that has or will be funded or reimbursed by the Ontario Community Infrastructure Fund – Formula Funding, where applicable.

**A.4.4 Province's and Canada's Roles Limited to Providing Funds.** The Parties acknowledge that the Province's role in a Project is limited to providing CWWF funds to the Recipient for the Project, and that the Province and Canada will have no involvement in the implementation of the Project or its operation. The Province and Canada are neither decision-makers nor administrators of the Project.

**A.4.5 Interest Bearing Account.** If the Province provides Funds to the Recipient before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.

**A.4.6 Interest.** If the Recipient earns any interest on the Funds, the Province may:

- (a) deduct an amount equal to the interest from any further instalments of Funds; or
- (b) demand from the Recipient the repayment of an amount equal to the interest.

**A.4.7 Maximum Funds.** The Recipient acknowledges that:

- (a) the Funds available to it pursuant to the Agreement will not exceed the Maximum Funds;
- (b) if Canada's total contribution from all federal sources, including the Funds, towards

the Project exceeds 50% of the Project's total Eligible Expenditures, the Province may recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess;

- (c) if the Province's total contribution from all provincial sources, including the Funds, but excluding the Ontario Community Infrastructure Fund – Formula Funding, towards the Project exceeds 25% of the Project's total Eligible Expenditures, the Province may recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess; and
- (d) if the Total Financial Assistance received or due in respect of the total Project costs exceeds 100% of the total Project costs, the Province may, up to the Maximum Funds, recover the excess from the Recipient or reduce the contribution under the Agreement by an amount equal to the excess.

**A.4.8 Disclosure of Other Financial Assistance and Adjustments.** The Recipient will inform the Province promptly of all financial assistance received for the Project.

**A.4.9 Rebates, Credits and Refunds.** The Recipient acknowledges that the amount of Funds available to it pursuant to the Agreement is based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit or refund.

**A.4.10 Recipient's Acknowledgement of Responsibility for Project.** The Recipient will assume full responsibility for the Project including, without limitation:

- (a) complete, diligent and timely Project implementation within the costs and timelines specified in the Agreement and in accordance with all other terms and conditions of the Agreement;
- (b) all the costs of the Project including, without limitation, unapproved expenditures and overruns, if any;
- (c) subsequent operation, maintenance, repair, rehabilitation, demolition or reconstruction, as required and as per appropriate standards, and any related costs for the full lifecycle of the Project; and
- (d) the responsibility for undertaking, or cause to be undertaken, the engineering and construction work in accordance with industry standards.

**A.4.11 Increase in Project Costs.** If, at any time during the Term, the Recipient determines that it will not be possible to complete the Project unless it expends amounts in excess of all funding available to it (a "**Shortfall**"), the Recipient will immediately notify the Province of that determination. If the Recipient so notifies the Province, it will, within 30 days of a request from the Province, provide a summary of the measures that it proposes to remedy



the Shortfall. If the Province is not satisfied that the measures proposed will be adequate to remedy the Shortfall, then the Province may exercise one or more of the remedies available to it pursuant to section A.14.4 (Recipient Not Remediating).

A.4.12 **Recipient's Request for Payment and Payment Procedures.** The Recipient agrees to submit its requests for payment in accordance with the payment procedures provided for in Schedule "J" (Requests for Payment and Payment Procedures).

A.4.13 **Project Incrementality.** The Recipient acknowledges that funding for the Project is conditional upon the Project meeting the definition of Project Incrementality.

A.4.14 **Retention of Contribution.** The Province will retain a minimum of 10% of the funding for the Project ("Holdback"). The Province will release the amount retained when:

- (a) the Recipient fulfils all of its obligations under the Agreement; and
- (b) the Parties have carried out a final reconciliation of all requests for payments and payments in respect of the Project and made any adjustments required in the circumstances.

#### A.5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, RELATED CONTRACTS AND DISPOSAL OF ASSETS

A.5.1 **Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will:

- (a) do so through a process that promotes the best value for money including:
  - (i) by following its procurement policies when procuring goods, services or both, where the *Municipal Act, 2001* (Ontario) applies to the Recipient; and
  - (ii) by obtaining at least three written quotes where the estimated costs of the goods, services or both exceed \$25,000 and the *Municipal Act, 2001* (Ontario) does not apply to the Recipient.
- (b) comply to the extent applicable with:
  - (i) its policies and procedures; and
  - (ii) trade agreements, including the Agreement on Internal Trade and the Trade and Cooperation Agreement between Ontario and Québec.

A.5.2 **Contract Provisions.** The Recipient will ensure that all Contracts are consistent with and incorporate the relevant provisions of the Agreement. More specifically but without limiting the generality of the foregoing, the Recipient agrees to include provisions in all Contracts to ensure:

- (a) that proper and accurate accounts and records are maintained for at least 7 years after the expiry or early termination of the Agreement;
- (b) compliance with all applicable Requirements of Law, including, without limitation, labour and human rights legislation; and
- (c) the respective rights of the Province and Canada, and any authorized representative or independent auditor identified by the Province or Canada, and the Auditor General of Ontario and the Auditor General of Canada to inspect and audit the terms of any Contract, record and account respecting the Project and have free and timely access to the Project sites, facilities and any documentation, as contemplated pursuant to section A.7.3 (Inspection), are secured.

A.5.3 **Disposal.** The Recipient agrees that any disposal of Asset including, without limitation, the sale, lease, encumbrance or any other disposition of any Asset, will be in accordance with the terms and conditions provided for in Schedule "H" (Disposal of and Revenues from Assets).

#### A.6.0 CONFLICT OF INTEREST

A.6.1 **No Conflict of Interest.** The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest.

A.6.2 **Conflict of Interest Includes.** For the purposes of this Article A.6.0 (Conflict of Interest), a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased and impartial judgment relating to the Project, the use of the Funds, or both.

A.6.3 **Disclosure to Province.** The Recipient will:

- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest; and
- (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

#### A.7.0 REPORTING, ACCOUNTING AND REVIEW

A.7.1 **Preparation and Submission.** The Recipient will:

- (a) submit to the Province at the address referred to in section A.18.1 (Notice in Writing and Addresses), all Reports in accordance with the timelines and content requirements provided for in Schedule "D" (Reporting), or in a form as specified by the Province from time to time;
- (b) submit to the Province at the address referred to in section A.18.1 (Notice in Writing and Addresses), any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
- (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
- (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.

**A.7.2 Record Maintenance and Audit.**

- (a) The Recipient will keep and maintain:
  - (i) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles;
  - (ii) all non-financial documents and records relating to the Funds or otherwise to the Project; and
  - (iii) the accounts, records and other documents described in paragraphs A.7.2(a)(i) and (ii) for at least seven years after the expiry or termination of the Agreement.

**A.7.3 Inspection.** The Province, Canada, any authorized representative, or independent auditor identified by the Province or Canada may, at the Province's or Canada's respective expense, upon 24 hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's allocation and expenditure of the Funds and, for these purposes, the Province, Canada, any authorized representative, or independent auditor identified by the Province or Canada may take one or more of the following actions:

- (a) inspect and copy the records and documents referred to in section A.7.2 (Record Maintenance and Audit);
- (b) remove any copies made pursuant to paragraph A.7.3(a) from the Recipient's premises; and
- (c) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds, the Project, or both.

**A.7.4 Disclosure.** To assist in respect of the rights provided for in section A.7.3 (Inspection), the

Recipient will disclose any information requested by the Province, Canada, any authorized representative, or any independent auditor identified by the Province or Canada, and will do so in the form requested by the Province, Canada, any authorized representative, or any independent auditor identified by the Province or Canada, as the case may be.

- A.7.5 **No Control of Records.** No provision of the Agreement will be construed so as to give the Province or Canada any control whatsoever over the Recipient's records.
- A.7.6 **Auditor General (Ontario/Canada).** For greater certainty, the Province's rights under this Article A.7.0 (Reporting, Accounting and Review) are in addition to any rights provided to the Auditor General of Ontario pursuant to the *Auditor General Act* (Ontario) and the Auditor General of Canada pursuant to section 7.1 of the *Auditor General Act* (Canada).
- A.7.7 **Third Parties.** The Recipient shall coordinate access with any Third Party for the purpose of the inspections and audits described in section A.7.3 (Inspection).
- A.7.8 **Project Evaluation.** The Recipient agrees to conduct and submit to the Province or Canada, as applicable, Project-related information following the evaluation procedures provided for in Article F.1.0 (Project Evaluation).
- A.7.9 **Calculations.** The Recipient will make all calculations and prepare all financial data to be submitted in accordance with the generally accepted accounting principles in effect in Canada. These will include, without limitation, those principles and standards approved or recommended from time to time by the Canadian Institute of Chartered Accountants or the Public Sector Accounting Board, as applicable, or any successor institute, applied on a consistent basis.
- A.7.10 **Adverse Fact or Event.** The Recipient will inform the Province immediately of any fact or event of which it is aware and that will compromise wholly, or in part, the Project.

#### **A.8.0 COMMUNICATIONS REQUIREMENTS**

- A.8.1 **Acknowledgement of Support.** Unless otherwise directed by the Province, the Recipient will acknowledge the support for the Project as provided for in Schedule "G" (Communications Protocol).

#### **A.9.0 FIPPA, MFIPPA, AIA AND INFORMATION SHARING WITH CANADA**

- A.9.1 **FIPPA.** The Recipient acknowledges that the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.
- A.9.2 **MFIPPA.** The Province acknowledges that the Recipient is bound by the *Municipal Freedom of Information and Protection of Privacy Act* (Ontario) and that any information

provided to the Recipient in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

A.9.3 **Access to Information Act.** The Recipient acknowledges that Canada is bound by the *Access to Information Act* (Canada) and that any information provided to Canada by either the Province or the Recipient in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

A.9.4 **Information Sharing with Canada.** The Recipient acknowledges that the Province may:

- (a) request additional information from the Recipient including, without limitation, information for the purpose of any determination under Article A.30.0 (Environmental Assessment) and Article A.31.0 (Aboriginal Consultation); and
- (b) share any information it receives from the Recipient pursuant to the agreement with Canada.

A.9.5 **Open Data.** The Recipient agrees that the Province may publicly release the Agreement and any Reports submitted under the Agreement, whether in hard copy or in electronic form, on the internet or otherwise.

#### A.10.0 INDEMNITY

A.10.1 **Indemnification of the Province and Canada.** The Recipient hereby agrees to indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages, expenses (including legal, expert, and consultant fees), causes of action, actions (whether in contract, tort, or otherwise), claims, demands, lawsuits, or other proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any manner based upon or occasioned by any injury to persons, damage to, loss, or destruction of property, economic loss, or infringement of rights caused by, in any way arising out of (whether directly or indirectly), in connection with the Project, or otherwise in connection with the Agreement (collectively, "Action"), unless such Action is solely caused by the negligence or wilful misconduct of an Indemnified Party in the performance of his or her duty.

A.10.2 **Recipient's Participation.** The Recipient will, at its expense, to the extent requested by the Province or Canada, or both, participate in or conduct the defence of any proceeding against any Indemnified Parties and any negotiations for their settlement.

A.10.3 **Province's Election.** The Province or Canada, or both, may elect to participate in or conduct the defence of any proceeding by providing Notice to the Recipient of such election without prejudice to any other rights or remedies of the Province under the Agreement or Canada under the Bilateral Agreement, at law or in equity. The Recipient, Canada or the Recipient, as applicable, participating in the defence will do so by actively participating with the other's counsel.

- A.10.4 **Settlement Authority.** The Recipient will not enter into a settlement of any proceeding against any Indemnified Parties unless the Recipient has obtained the Province's or Canada's, as applicable, prior written approval or waiver for this requirement. If the Recipient is requested by the Province or Canada to participate in or conduct the defence of any proceeding, the Province will co-operate with and assist the Recipient to the fullest extent possible in the proceeding and any related settlement negotiations.
- A.10.5 **Recipient's Co-operation.** If the Province or Canada conducts the defence of any proceedings, the Recipient will co-operate with and assist the Province or Canada, as applicable, to the fullest extent possible in the proceedings and any related settlement negotiations.
- A.10.6 **Province and Canada Limitation of Liability.** The Province and Canada, respectively, will not be liable for any direct, indirect, consequential, exemplary or punitive damages, regardless of the form of action, whether in contract, tort or otherwise, arising from any reduction or termination of funding in response to the reduction of any appropriation or departmental funding levels in respect of transfer payments, CWWF or otherwise, as evidenced by any appropriation act or the provincial or federal Crown's main or supplementary estimates expenditures.

#### A.11.0 INSURANCE

- A.11.1 **Recipient's Insurance.** The Recipient represents, warrants, and covenants that it has, and will maintain at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury and property damage, to an inclusive limit of not less than \$2,000,000.00 per occurrence and policy aggregate. The policy will include the following:
- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
  - (b) a cross-liability clause;
  - (c) contractual liability coverage; and
  - (d) a 30-day written notice of cancellation.
- A.11.2 **Proof of Insurance.** The Recipient will:
- (a) provide to the Province, either:
    - (i) certificates of insurance that confirm the insurance coverage as provided in section A.11.1 (Recipient's Insurance); or

- (ii) other proof that confirms the insurance coverage as provided for in section A.11.1 (Recipient's Insurance); and
- (b) upon the request of the Province, provide to the Province a copy of any insurance policy.

#### **A.12.0 TERMINATION ON NOTICE**

- A.12.1 **Termination on Notice.** The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the Recipient.
- A.12.2 **Consequences of Termination on Notice by the Province.** If the Province terminates the Agreement pursuant to section A.12.1 (Termination on Notice), the Province may take one or more of the following actions:
- (a) cancel all further instalments of Funds;
  - (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and
  - (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
    - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to paragraph A.12.2(b); and
    - (ii) subject to section A.4.7 (Maximum Funds), provide Funds to the Recipient to cover such costs.

#### **A.13.0 TERMINATION WHERE NO APPROPRIATION OR FUNDS FROM CANADA**

- A.13.1 **Termination Where No Appropriation or Funds from Canada.** If, as provided for in paragraph A.4.2(c), the Province does not receive the necessary appropriation from the Ontario Legislature or funds from Canada, as applicable, for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately without liability, penalty, or costs by giving Notice to the Recipient.
- A.13.2 **Consequences of Termination Where No Appropriation or Funds from Canada.** If the Province terminates the Agreement pursuant to section A.13.1 (Termination Where No Appropriation or Funds from Canada), the Province may take one or more of the following actions:
- (a) cancel all further instalments of Funds;

- (b) demand the repayment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to paragraph A.13.2(b).

A.13.3 **No Additional Funds.** For greater clarity, if the costs determined pursuant to paragraph A.13.2(c) exceed the Funds remaining in the possession or under the control of the Recipient, the Province will not provide additional Funds to the Recipient.

#### **A.14.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT**

A.14.1 **Events of Default.** Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
  - (i) carry out the Project;
  - (ii) use or spend Funds; or
  - (iii) provide, in accordance with section A.7.1 (Preparation and Submission), Reports or such other reports as may have been requested pursuant to paragraph A.7.1(b).

A.14.2 **Consequences of Events of Default and Corrective Action.** If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel all further instalments of Funds;
- (f) demand the repayment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand the repayment of an amount equal to any Funds the Recipient used, but did



not use in accordance with the Agreement;

- (h) demand the repayment of an amount equal to any Funds the Province provided to the Recipient; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the Recipient.

A.14.3 **Opportunity to Remedy.** If, in accordance with paragraph A.14.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will provide Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A.14.4 **Recipient Not Remediating.** If the Province has provided the Recipient with an opportunity to remedy the Event of Default pursuant to paragraph A.14.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in paragraphs A.14.2(a), (c), (d), (e), (f), (g), (h), and (i).

A.14.5 **When Termination Effective.** Termination under this Article A.14.0 (Event of Default, Corrective Action and Termination for Default) will take effect as provided for in the Notice.

#### **A.15.0 FUNDS AT THE END OF A FUNDING YEAR**

A.15.1 **Funds at the End of a Funding Year.** Without limiting any rights of the Province under Article A.14.0 (Event of Default, Corrective Action and Termination for Default), if the Recipient has not spent all of the Funds allocated for the Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand the return of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

#### A.16.0 FUNDS UPON EXPIRY

- A.16.1 **Funds Upon Expiry.** The Recipient will, upon expiry of the Agreement, return to the Province any Funds remaining in its possession or under its control.

#### A.17.0 REPAYMENT

- A.17.1 **Repayment of Overpayment.** If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay an amount equal to the excess Funds to the Province.

- A.17.2 **Debt Due.** If, pursuant to the Agreement:

- (a) the Province demands the payment of any Funds or an amount equal to any Funds from the Recipient; or
- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not their return or repayment has been demanded by the Province,

such Funds or other amount will be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient will pay or return the amount to the Province immediately, unless the Province directs otherwise.

- A.17.3 **Interest Rate.** The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.

- A.17.4 **Payment of Money to Province.** The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address provided for in Schedule "B" (Project Specific Information) for the contact information for the purposes of Notice to the Province.

- A.17.5 **Failure to Repay.** Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to repay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

#### A.18.0 NOTICE

- A.18.1 **Notice in Writing and Addresses.** Notice will be in writing and will be delivered by email,

postage-prepaid mail, personal delivery, or fax, and will be addressed to the Province and the Recipient respectively as provided for in Schedule "B" (Project Specific Information), or as either Party later designates to the other by Notice.

A.18.2 **Notice Given.** Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of email, personal delivery or fax, one Business Day after the Notice is delivered.

A.18.3 **Postal Disruption.** Despite paragraph A.18.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be received; and
- (b) the Party giving Notice will provide Notice by email, personal delivery or by fax.

#### **A.19.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT**

A.19.1 **Consent.** When the Province provides its consent pursuant to the Agreement, it may impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

#### **A.20.0 SEVERABILITY OF PROVISIONS**

A.20.1 **Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision will be deemed to be severed.

#### **A.21.0 WAIVER**

A.21.1 **Waivers in Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article A.18.0 (Notice). Any waiver must refer to a specific failure to comply and will not have the effect of waiving any subsequent failures to comply.

#### **A.22.0 INDEPENDENT PARTIES**

A.22.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

#### **A.23.0 ASSIGNMENT OF AGREEMENT OR FUNDS**

- A.23.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.
- A.23.2 **Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on the Parties' respective heirs, executors, administrators, successors and permitted assigns.

#### **A.24.0 GOVERNING LAW**

- A.24.1 **Governing Law.** The Agreement and the rights, obligations and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

#### **A.25.0 FURTHER ASSURANCES**

- A.25.1 **Agreement into Effect.** The Recipient will provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains, and will otherwise do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

#### **A.26.0 JOINT AND SEVERAL LIABILITY**

- A.26.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, the Recipient agrees that, and will require the same of each entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

#### **A.27.0 RIGHTS AND REMEDIES CUMULATIVE**

- A.27.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

#### **A.28.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS**

A.28.1 **Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a “Failure”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

**A.29.0 SURVIVAL**

A.29.1 **Survival.** The following Articles, sections and paragraphs, and all applicable cross-referenced Articles, sections, paragraphs, schedules, and sub-schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0 (Entire Agreement), 3.0 (Amending the Agreement), A.1.0 (Interpretation and Definitions) and any other applicable definitions, paragraph A.4.2(c), sections A.4.6 (Interest), A.5.3 (Disposal), A.7.1 (Preparation and Submission) (to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the satisfaction of the Province), A.7.2 (Record Maintenance and Audit), A.7.3 (Inspection), A.7.4 (Disclosure), A.7.5 (No Control of Records), A.7.6 (Auditor General (Ontario/Canada)), A.7.7 (Third Parties), A.7.8 (Project Evaluation), and A.7.9 (Calculations), Article A.8.0 (Communications Requirements), A.10.0 (Indemnity), sections A.12.2 (Consequences of Termination on Notice by the Province), A.13.2 (Consequences of Termination Where No Appropriation or Funds from Canada) and A.13.3 (No Additional Funds), A.14.1 (Events of Default), paragraphs A.14.2(d),(e), (f), (g) and (h), Articles A.16.0 (Funds Upon Expiry), A.17.0 (Repayment), A.18.0 (Notice), and A.20.0 (Severability of Provisions), section A.23.2 (Agreement Binding), Articles A.24.0 (Governing Law), A.26.0 (Joint and Several Liability), A.27.0 (Rights and Remedies Cumulative), A.28.0 (Failure to Comply with Other Agreements), and A.29.0 (Survival).

**A.30.0 ENVIRONMENTAL ASSESSMENT**

A.30.1 **Responsibility of Federal/Responsible Authority.** Without limitation to the Recipient's obligations for compliance with Environmental Laws and for greater clarity, the Recipient agrees to ensure that the responsibility of the federal authority or responsible authority, or both, under the *Canadian Environmental Assessment Act, 2012* and applicable

agreements between Canada and Aboriginal groups are met and continues to be met to Canada's satisfaction.

- A.30.2 **Funding Conditional upon Meeting Environmental Assessment Requirements.** The Recipient agrees that the funding under the Agreement is conditional upon the Province or Canada or both, as applicable, being satisfied that the requirements under this Article (Environmental Assessments) have been met.

#### **A.31.0 ABORIGINAL CONSULTATION**

- A.31.1 **Aboriginal Consultation Protocol.** The Parties agree to be bound by the terms and conditions of the Aboriginal Consultation Protocol provided for in Schedule "I" (Aboriginal Consultation Protocol).
- A.31.2 **Funding Conditional upon Meeting Aboriginal Consultation Obligations.** The Recipient agrees that the funding under the Agreement is conditional upon the Province or Canada, or both, being satisfied that their respective obligations with respect to the legal duty to consult and, if applicable, accommodate Aboriginal Communities have been met.

#### **A.32.0 DISPUTE RESOLUTION**

- A.32.1 **Contentious Issues.** The Parties will keep each other informed of any issues that could be contentious.
- A.32.2 **Examination by the Parties.** The Parties agree, if a contentious issue arises, to refer the contentious issue to senior officials of both Parties for examination.
- A.32.3 **Potential Dispute Resolution by the Parties** The Parties agree that the Parties will, in good faith, reasonably attempt to resolve potential disputes as soon as possible and, in any event, within 90 Business Days of receipt of a Notice of a contentious issue.
- A.32.4 **Exploration of Mechanisms for Dispute Resolutions.** Where the Parties cannot agree on a resolution, the Parties may explore any alternative dispute resolution mechanisms available to them to resolve the issue.
- A.32.5 **Suspension of Payments.** Any payments related to any contentious issue or dispute raised by either Party may be suspended by the Province, together with the obligations related to such issue, pending resolution.

#### **A.33.0 SPECIAL CONDITIONS**

- A.33.1 **Special Conditions.** The Province's funding under the Agreement is conditional upon,

- (a) on or before the Effective Date, the Recipient providing the Province with:
  - (i) a copy of the by-law(s) and, if applicable, any council resolution(s) authorizing the Agreement and naming municipal signing officers for the Agreement;
  - (ii) the certificate of insurance or other proof as the Province may request pursuant to section A.11.2 (Proof of Insurance);
  - (iii) the necessary information, including a void cheque or a bank letter, to facilitate an electronic funds transfer to an interest bearing account in the name of the Recipient at a Canadian financial institution; and
  - (iv) a duly executed CWWF attestation form, substantially in the form of the Clean Water and Wastewater Funds (CWWF) Attestation Form attached as Schedule "K" (Form of Clean Water and Wastewater (CWWF) Attestation Form), as evidence that the Project meets the definition of Project Incrementality.
- (b) prior to submitting a request for payment under the Agreement, the Recipient providing the Province with written confirmation that the Recipient,
  - (i) is in compliance with the Environmental Laws, including the Recipient's obligation under Article A.30.0 (Environmental Assessment), and obtained all necessary approvals and permits;
  - (ii) has, if applicable, met the requirements under Article A.31.0 (Aboriginal Consultation); and
  - (iii) has entered into a legally binding agreement that is consistent with and incorporates the relevant provisions of the Agreement with:
    - 1. each of the land-owners upon which the Project is carried out, if the Recipient does not own the land on which the Project is carried out; and
    - 2. each of the Recipient's partners, if any, the Recipient indicated in its application have agreed to maintain the Project.

For greater certainty, if the Province provides any Funds to the Recipient prior to any of the conditions set out in this Article A.33.0 (Special Conditions) having been met, and has not otherwise waived compliance with such condition in writing, the Province may exercise one or more of the remedies available to it pursuant to section A.14.4 (Recipient Not Remediating).

**SCHEDULE "B"**  
**PROJECT SPECIFIC INFORMATION**

Maximum Funds	\$ 1,404,773.00
Expiry Date	March 31, 2021
Contact information for the purposes of Notice to the Province	<p><b>Clean Water and Wastewater Fund</b></p> <p><b>Address:</b> Inter-governmental Policy Branch Ministry of Infrastructure 900 Bay Street Mowat Block, 5th Floor Toronto, Ontario M7A 1C2</p> <p><b>Phone:</b> 647-287-7897</p> <p><b>Fax:</b> 416-325-7871</p> <p><b>Email:</b> Luke.Hillan@ontario.ca <b>Cc :</b> <u>CWWF@infrastructureontario.ca</u></p>
Contact information for the purposes of Notice to the Recipient	<p><b>Name:</b> ADAM FOUN D</p> <p><b>Position:</b> MANAGER CORPORATE ASSETS</p> <p><b>Address:</b> BOX 9000 LINDSAY ON K9V 5R8</p> <p><b>Phone:</b> 705-324-9411 ext 1183</p> <p><b>Fax:</b> 705-324-2982</p> <p><b>Email:</b> afound@kawarthalakes.ca</p>



Representative of the Province for the purpose of sections C.2.2 (Amending Agreement for Minor Changes to the Project Description, Budget and Timelines) and D.6.2 (Amending Agreement for Minor Changes to the Reporting)	Position: Manager, Inter-governmental Policy Branch
Authorized representative of the Recipient for the purpose of sections C.2.2 (Amending Agreement for Minor Changes to the Project Description, Budget and Timelines) and D.6.2 (Amending Agreement for Minor Changes to the Reporting)	Position: MANAGER OF CORPORATE ASSETS
Contact Information for the authorized representative of the Recipient organization to respond to requests from the Province related to the Agreement	<p>Name: ADAM FOUND</p> <p>Position: MANAGER CORPORATE ASSETS</p> <p>Address: BOX 9000 LINDSAY ON K9V 5R8</p> <p>Phone: 705-324-9411 ext 1183</p> <p>Fax: 705-324-2982</p> <p>Email: afound@kawarthalakes.ca</p>

**SCHEDULE "C"**  
**PROGRAM FUNDING REQUEST**

**C.1.0 PROJECT DESCRIPTION, BUDGET AND TIMELINES**

- C.1.1 **Project Description.** The Recipient will carry out the Project described in Sub-schedule "C.1" (Project Description, Budget and Timelines).
- C.1.2 **Budget and Timelines.** The Recipient will carry out the Project within the Budget and Timelines described in Sub-schedule "C.1" (Project Description, Budget and Timelines) and in alignment with the Sub-project Cost Breakdown described in Sub-schedule "C.2" (Sub-project Cost Breakdown).

**C.2.0 CHANGES TO THE PROJECT DESCRIPTION, BUDGET AND TIMELINES**

- C.2.1 **Minor Changes to the Project Description, Budget and Timelines.** Subject to section C.2.2 (Amending Agreement for Minor Changes to the Project Description, Budget and Timelines), the Parties agree that minor changes, as determined by the Province at its sole discretion, may be made to the Project description, Budget and Timelines.
- C.2.2 **Amending Agreement for Minor Changes to the Project Description, Budget and Timelines.** Any change made to the Project description, Budget and Timelines, pursuant to section C.2.1 (Minor Changes to the Project Description, Budget and Timelines), must be documented through a written agreement duly executed by the respective representatives of the Parties listed in Schedule "B" (Project Specific Information).

**SUB-SCHEDULE "C.1"**  
**PROJECT DESCRIPTION, BUDGET AND TIMELINES**

Unique Project ID	Actual Project Site (Civic Address or Geo Coordinates)	Project Title	Project Description	Forecasted Start Date (YYYY/MM/DD)	Forecasted End Date (YYYY/MM/DD)	Total Eligible Cost	Program Contribution (Eligible Expenditures)	Other Federal Contributions (Eligible Expenditures)	Provincial Contribution (Eligible Expenditures)	Municipal Contribution (Eligible Expenditures)	Other Contribution (Eligible Expenditures)
KAW-001	(44.36, -78.75)	Elgin St. Water & Sanitary Main Replacement - Phase II	Replacement of Elgin Street water and sanitary sewer mains from Victoria Avenue to Angeline Street, including: replacement of approximately 880m of 225mm clay pipe sewer main with 200mm Polyvinyl Chloride (PVC) pipe; replacement of approximately 880m of 150mm and 200mm cast iron watermain with PVC pipe; and replacement of services to approximately 68 residences. This project will be done in conjunction with road reconstruction. The project will ensure improved chlorine residuals in the distribution system servicing this area, and reduce extraneous flows into the existing sanitary sewer system.	May 1, 2017	October 27, 2017	\$ 1,476,000.00	\$ 738,000.00	\$ -	\$ 369,000.00	\$ 369,000.00	\$ -
KAW-002	31 Mary St. E., Lindsay, ON K9V 1V3	Lindsay Water Treatment Plant Filter Media Replacement	Replacement of the filter media at the Lindsay Water Treatment Plant. The filtration system consists of five dual media granular activated carbon and sand filters. This project will improve the water quality to over 20,000 residents and business consumers in the communities of Lindsay and Oakwood. Water quality taste and odor complaints from residential and commercial users in this service area have increased markedly from 2014 to 2016.	July 10, 2017	September 29, 2017	\$ 465,000.00	\$ 138,515.00	\$ -	\$ 69,258.00	\$ 257,227.00	\$ -
KAW-003	99 Francis St. W., Fenelon Falls, ON K0M 1N0	Fenelon Falls Water Treatment Plant Clearwell Modification Study	Development of a clearwell modification plan for the Fenelon Falls Water Treatment Plant to meet the MOECC's recently announced revised contact time requirements for disinfection at Ontario's water treatment plants. Under current processes, these new requirements will result in the plant falling under capacity. The City is required to provide a plan by April, 2017 to modify the plant to rectify this situation. Detailed design of the identified necessary process modifications will follow on development and MOECC approval of this plan. An additional anticipated change in the MOECC Water Quality Guidelines involving the limits on disinfection by-products known as THM's (Tri-Halo-Methane's) will require a study of the treatment process upstream of the filtration system at the plant. The THM study has been deferred in the past, but may be accelerated to coincide and be included with the clearwell modification plan, if adequate funding is available. The THM study is identified in the 2014 Capacity Assessment for Fenelon Falls. These clearwell modification plan and THM study will ensure regulatory compliance with current and anticipated MOECC Guidelines, aid in providing improved water quality to over 2,500 residents and business consumers in the community and ensure projected capacity requirements in the water system are realized.	January 16, 2017	April 28, 2017	\$ 120,000.00	\$ 60,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$ -

**SUB-SCHEDULE "C.2"**  
**SUB-PROJECT COST BREAKDOWN**

Name of Recipient:	Kawartha Lakes, City of
Unique Project ID:	KAW-001
Project Title:	Elgin St. Water & Sanitary Main Replacement - Phase II
Project Timeline:	5/1/2017
Start Date:	10/27/2017
Completion Date:	

Description	Recipient's Project Budget (Net of HST)	Cost Eligibility		Comments
		Eligible	Ineligible	
<b>A LAND</b>				
1 Land Purchase	-		-	
<b>B CONSTRUCTION</b>				
1 Construction	-	-		
2 Owner Supplied Materials/Equipment	-	-		
3 Other Materials (e.g. permanent software, IT systems)	-	-		
4 Construction Contingency	-	-		
<b>C FF&amp;E</b>				
1 Loose Furniture & Equipment	-		-	
<b>D CONSULTANTS/ PROFESSIONAL</b>				
1 Feasibility Study/ Design Study/ EA	-	-		

**SOLICITOR-CLIENT PRIVILEGED & CONFIDENTIAL**  
**Final**

2	Design Engineering / Consultant	-	-		
3	Other Consultants	-	-		
4	<i>Consultants Contingency</i>	-		-	
E ADMIN					
1	Insurances not covered Under Construction Contract	-	-		
2	Internal Staff Time (directly related to Project)	-	-		
3	Project Signage/ Communications (if not included in construction)	-	-		
4	Other Fees (legal, loan interest, bank charges, municipal, real estate)	-		-	
5	<i>Contingency</i>	-		-	
F	Sub Total	-	-	-	
G	Non Rebated HST on Eligible Expenditures	-	-		
H	Rebated HST on Eligible Costs plus HST on Ineligible Expenditures	-		-	
I	PROJECT TOTAL (F+G+H)	-	-	-	

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Name of Recipient:	Kawartha Lakes, City of
Unique Project ID:	KAW-002
Project Title:	Lindsay Water Treatment Plant Filter Media Replacement
Project Timeline:	7/10/2017
Start Date:	9/29/2017
Completion Date:	

Description	Recipient's Project Budget (Net of HST)	Cost Eligibility		Comments
		Eligible	Ineligible	
A LAND				
1 Land Purchase	-		-	
B CONSTRUCTION				
1 Construction	-	-		
2 Owner Supplied Materials/Equipment	-	-		
3 Other Materials (e.g. permanent software, IT systems)	-	-		
4 Construction Contingency	-	-		
C FF&E				
1 Loose Furniture & Equipment	-		-	
D CONSULTANTS/ PROFESSIONAL				
1 Feasibility Study/ Design Study/ EA	-	-		
2 Design Engineering / Consultant	-	-		

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**Final**

3	Other Consultants	-	-		
4	Consultants Contingency	-		-	
E ADMIN					
1	Insurances not covered Under Construction Contract	-	-		
2	Internal Staff Time (directly related to Project)	-	-		
3	Project Signage/ Communications (if not included in construction)	-	-		
4	Other Fees (legal, loan interest, bank charges, municipal, real estate)	-		-	
5	Contingency	-		-	
F	Sub Total	-	-	-	
G	Non Rebated HST on Eligible Expenditures	-	-		
H	Rebated HST on Eligible Costs plus HST on Ineligible Expenditures	-		-	
I	PROJECT TOTAL (F+G+H)	-	-	-	

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Name of Recipient:	Kawartha Lakes, City of
Unique Project ID:	KAW-003
Project Title:	Fenelon Falls Water Treatment Plant Clearwell Modification Study
Project Timeline:	1/16/2017
Start Date:	4/28/2017
Completion Date:	

Description		Recipient's Project Budget (Net of HST)	Cost Eligibility		Comments
			Eligible	Ineligible	
A	LAND				
1	Land Purchase	-	-	-	
B	CONSTRUCTION				
1	Construction	-	-	-	
2	Owner Supplied Materials/Equipment	-	-	-	
3	Other Materials (e.g. permanent software, IT systems)	-	-	-	
4	Construction Contingency	-	-	-	
C	FF&E				
1	Loose Furniture & Equipment	-	-	-	
D	CONSULTANTS/ PROFESSIONAL				
1	Feasibility Study/ Design Study/ EA	-	-	-	
2	Design Engineering / Consultant	-	-	-	



**SOLICITOR-CLIENT PRIVILEGED & CONFIDENTIAL**  
**Final**

3	Other Consultants	-	-		
4	Consultants Contingency	-		-	
E ADMIN					
1	Insurances not covered Under Construction Contract	-	-		
2	Internal Staff Time (directly related to Project)	-	-		
3	Project Signage/ Communications (if not included in construction)	-	-		
4	Other Fees (legal, loan interest, bank charges, municipal, real estate)	-		-	
5	Contingency	-		-	
F	Sub Total	-	-	-	
G	Non Rebated HST on Eligible Expenditures	-	-		
H	Rebated HST on Eligible Costs plus HST on Ineligible Expenditures	-		-	
I	PROJECT TOTAL (F+G+H)	-	-	-	

## SCHEDULE "D" REPORTING

### D.1.0 REPORTING

- D.1.1 **Types of Reports.** The Recipient will submit Progress Reports, Outcomes Reports and a Final Progress Report to the Province for the Project as required and within the timelines in Schedule "J" (Request for Payment and Payment Procedures).
- D.1.2 **Description of Reports.** The Progress Reports and Final Progress Report are described in Article D.2.0 (Progress Reports and Final Progress Report) and the Outcomes Reports are described in Article D.3.0 (Outcomes Progress Reports).

### D.2.0 PROGRESS REPORTS AND FINAL PROGRESS REPORT

- D.2.1 **Format and Information for Progress Reports and Final Progress Report.** The Recipient will submit to the Province each Progress Report and Final Progress Report in a format acceptable to the Province. Also, each Progress Report and Final Progress Report will include the information described in the template below. For greater clarity, references to "Project/project" in the template below refer to "Sub-project" as defined in the Agreement. The use of the term "Project/project" is for consistency with templates the Province has received from Canada pursuant to the Bilateral Agreement.

Project Information				
Claim No.	Unique Project ID	Recipient Legal Name	Project Title	Project Description

Financial Information						
Total Project Cost	Total Eligible Expenditures	Program Contribution (Eligible Expenditures)	Other Federal Contributions (Eligible Expenditures)	Provincial Contribution (Eligible Expenditures)	Municipal Contribution (Eligible Expenditures)	Other Contribution (Eligible Expenditures)

Progress Information				
Federal Signage Installed (Y/N)	Forecasted Start Date (Updated from Project List) (MM/DD/YYYY)	Forecasted End Date (Updated from Project List) (MM/DD/YYYY/MM/DD)	Actual Start Date (MM/DD/YYYY)	Actual End Date (MM/DD/YYYY)

Progress Information	Risk Assessment
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Progress Towards Completion (%)	Project Complete? (Y/N)	Progress Note	Risk Factors (Updated from Project List)	Mitigation Measures

Claims Information				
Total Incurred Eligible Expenditures to Date	Total Claimed to Date (Including current claim)	Program (i.e. Federal) Contribution (Including current Claim)	Provincial Contribution (Including current Claim)	Amount Claimed

**D.2.2 Additional Information for Progress Reports and Final Progress Reports.** In addition to the information described in section D.2.1 (Format and Information for Progress Reports and Final Progress Reports), the Recipient will provide the Province for each Progress Report and Final Progress Report an attestation in a format acceptable to the Province, signed by a delegated/authorized senior official of the Recipient, that confirms that the:

- (a) Project has been completed (Final Progress Report only);
- (b) Federal and Provincial funding was spent on Eligible Expenditures in accordance with the terms and conditions of the Agreement (Final Progress Report only);
- (c) Since the date of the last disbursement, if any, the Recipient has expended funds on Project, and all amounts claimed have been incurred and are true and correct;
- (d) All costs claimed have been accounted for in accordance with the Public Sector Accounting Standards in effect in Canada;
- (e) The amount of the requested disbursement, when added to the aggregate amount of disbursements, if any, in respect of the Eligible Expenditures related to each approved project, does not exceed the allocated federal and provincial portions of the grant for that eligible project(s);
- (f) The proceeds of the requested disbursement will be applied to one or more of the Project in accordance with the project budget and will not be applied to any other purposes;

- (g) The Project to which these funds will be applied have been procured in accordance with the principal of open, fair and transparent and provides value for money;
- (h) All records (including but not limited to contracts, invoices, statements, receipts, vouchers) are being retained in accordance with the requirements of the Agreement; and
- (i) The Recipient has complied, or with the acknowledgment of the Province, is complying, with respect to Duty to Consult with respect to the project(s) identified by the Province.

### D.3.0 OUTCOMES PROGRESS REPORTS

**D.3.1 Format and Information for Outcomes Progress Reports.** The Recipient will submit to the Province each Outcomes Progress Report in a format acceptable to the Province. Also, each Outcomes Progress Report will include the information described below in paragraph D.3.1 (a) (Baseline Data (2015) Template) for the first Progress Report and for all other Outcomes Progress Reports.

#### (a) Baseline Data (2015) Template

The Recipient will provide the baseline data for the performance indicators identified below as applicable to the Province for the first Progress Report. For greater clarity, references to "Project/project" in the table below refer to "Sub-project" as defined in the Agreement. The use of the term "Project/project" is for consistency with tables the Province has received from Canada pursuant to the Bilateral Agreement.

Outcome	CWWF Performance Indicator
Improved reliability	Average % decrease in unplanned service interruptions per month (not related to weather)
	Average % decrease in volume of water leakage and/or infiltration that can be attributed to funded investments
Improved efficiency	Total estimated kilowatt-hours saved as a result of funded investments
	Average Life Cycle Cost of applicable water treatment systems after construction
	Average Life Cycle Cost of applicable wastewater treatment and stormwater systems after construction
Improved rehabilitation	Percentage of assets that have increased their physical condition rating (as per reporting guideline) as a result of funding

	Average number of years of useful life remaining on applicable wastewater treatment and collection components, extended as a result of funded investments
	Average number of years of useful life remaining on applicable storm water components, extended as a result of funded investments
	Average number of years of useful life remaining on applicable water treatment and distribution components, extended as a result of funded investments
Funded plans are being implemented	Number of funded water treatment plans and studies that have resulted in identified capital projects that are either included in capital planning documents with associated funding or that are in the process of being implemented
	Number of funded wastewater plans and studies that have resulted in identified capital projects that are either included in capital planning documents with associated funding or that are in the process of being implemented
Safer drinking water	Number of water treatment facilities that have improved water quality as a result of funded investments
	Number of drinking water systems that have eliminated a boil water advisory as a result of funded investments
	Number of water treatment systems that have met or exceeded applicable regulations and guidelines as a result of funding
Cleaner wastewater and stormwater	Number of applicable wastewater systems by treatment level (no treatment, Primary, Secondary, Tertiary) after end of construction
	Number of systems that have improved the quality of wastewater effluent or storm water discharge as a result of funded investments
	Number of wastewater systems that have met or exceeded applicable regulations and guidelines as a result of funding
Projects are incremental	Total value of capital expenditures for water and wastewater system projects for 2016
	Total value of capital expenditures for water and wastewater system projects for 2017

#### D.4.0 ABORIGINAL CONSULTATION RECORD

D.4.1 **Inclusion of Aboriginal Consultation Record.** The Recipient agrees to include, if consultation with Aboriginal Communities is required, in its Progress Reports any Aboriginal Consultation Record.

#### **D.5.0 RISK ASSESSMENT**

- D.5.1 **Further Details on Risk Assessment.** Upon the Province written request and at the sole discretion of the Province, the Recipient will provide further details on the risk assessment it provides in any of its Sub-project Progress Report.

#### **D.6.0 CHANGES TO SCHEDULE “D” (REPORTING)**

- D.6.1 **Minor Changes to the Reporting.** Subject to section D.6.2 (Amending Agreement for Minor Changes to the Reporting), the Parties agree that minor changes to this Schedule “D” (Reporting), as determined by the Province at its sole discretion, may be made.
- D.6.2 **Amending Agreement for Minor Changes to the Reporting.** Any change made to this Schedule “D” (Reporting), pursuant to section D.6.1 (Minor Changes to the Reporting), must be documented through a written agreement duly executed by the representatives of the Parties listed in Schedule “B” (Project Specific Information).

## SCHEDULE "E" ELIGIBLE EXPENDITURES AND INELIGIBLE EXPENDITURES

### E.1.0 DEFINITIONS

E.1.1 **Definitions.** For the purposes of this Schedule "E" (Eligible Expenditures and Ineligible Expenditures):

**"Eligible Investments"** means the Eligible Investments described in section E.2.2 (Eligible Investments).

**"Ineligible Expenditures"** means the costs of the Project that are ineligible for contribution by the Province under the terms and conditions of the Agreement, and that are described in this Schedule "E" (Eligible Expenditures and Ineligible Expenditures).

### E.2.0 ELIGIBLE EXPENDITURES AND ELIGIBLE INVESTMENTS

E.2.1 **Eligible Expenditures Date of Effect.** Eligible Expenditures can begin to accrue as of April 1, 2016.

E.2.2 **Eligible Investments.** The following are Eligible Investments:

- i. Capital projects for the rehabilitation of water treatment and distribution systems, and wastewater and storm water collection, conveyance and treatment systems;
- ii. Separation of existing combined sewers and/or combined sewer overflow control;
- iii. Initiatives that support system optimization and improved asset management including studies and pilot projects related to innovative and transformative technologies;
- iv. Design and planning for upgrades to wastewater treatment infrastructure to meet federal regulatory requirements; and
- v. New construction projects, including the construction of naturalized systems for management and treatment of wastewater and storm water, if the projects will be completed within the program timeframe.

### E.2.3 Scope of Eligible Expenditures.

Eligible Expenditures include only the following:

- i. All costs considered by Province to be direct and necessary for the successful implementation of an eligible Project, excluding those identified under section E.3.0 (Ineligible Expenditures); including:
  - a. Environmental assessment costs
  - b. Engineering costs, including tendering and contract administration

- i. Feasibility studies, detailed design or pilot projects that support system optimization and/or asset management.
  - ii. Design and planning for upgrades to wastewater treatment infrastructure to meet federal regulatory requirements.
- c. Project management costs
- d. Material costs
- e. Construction costs
- f. Contingency costs (maximum 15% - calculation excludes professional fees)
- ii. Costs of Aboriginal consultation, and where appropriate, accommodation;
- iii. Cost incurred between April 1, 2016 and March 31, 2018;
- iv. Costs incurred between April 1, 2016 and March 31, 2019 only for those projects where Canada and the Province have approved a Project end date beyond March 31, 2018; and
- v. Cost of construction carried out in-house by a Recipient, where the Recipient must, upon request by the Province, provide evidence that demonstrates the costs of construction are at fair market value which is defined as the amount of consideration that would be agreed upon in an arms-length transaction between knowledgeable, willing parties who are under no compulsion to act.

### **E.3.0 INELIGIBLE EXPENDITURES**

**E.3.1 Scope of Ineligible Expenditures.** Unless a cost is considered an Eligible Expenditure pursuant to section E.2.3 (Scope of Eligible Expenditures), such cost will be considered an Ineligible Expenditure. Without limitation, the indirect costs listed in section E.3.2 (Indirect Costs), the costs that are over and above the Project scope listed in section E.3.3 (Costs Over and Above Project Scope), and the following costs will be considered Ineligible Expenditures:

- i. Costs incurred prior to April 1, 2016 and costs incurred after March 31, 2018, subject to section E.2.3(iv);
- ii. Costs incurred for cancelled projects;
- iii. Land acquisition; leasing land, buildings and other facilities; leasing equipment other than equipment directly related to the construction of the project; real estate fees and related costs;
- iv. Financing charges, legal fees and loan interest payments, including those related to easements (e.g. surveys);
- v. Any goods and services costs which are received through donations or in kind;
- vi. Provincial sales tax and Goods and Services Tax/Harmonized Sales Tax, for which the Recipient is eligible for a rebate, and any other costs eligible for rebates;
- vii. Costs associated with operating expenses and regularly scheduled maintenance work;



- viii. Movable/transitory assets (i.e. portable generators, etc.) that are not part of a larger Project; and
- ix. Costs of completing the CWWF submission.

**E.3.2 Indirect Costs.** Without limitation, the following indirect costs are Ineligible Expenditures:

- (a) costs of developing the business case for the purposes of applying for provincial funding for the Project;
- (b) costs related to Project evaluation, including the Project Evaluation, and audit, unless otherwise approved by the Province in writing;
- (c) costs associated with obtaining necessary approvals, licenses or permits where the Recipient is the entity providing the approval, license or permit;
- (d) salaries and other employment benefits of any employees, overhead costs as well as other direct or indirect operating or administrative costs of the Recipient, and more specifically these costs as related to planning, engineering, architecture, supervision, management and other services provided by the Recipient's permanent staff and funded under the Recipient's operating budget and are beyond the scope of section E.2.3(v);
- (e) costs of any activities that are part of the regular operation and maintenance of municipal assets, including operation and maintenance costs related to the Project;
- (f) carrying costs incurred on the funding share of any funding partner other than the Province;
- (g) costs associated with Recipient staff travel and any Third Party;
- (h) litigation costs incurred by the Recipient in proceedings against the Province or the Recipient;
- (i) legal costs incurred by the Recipient; and
- (j) Recipient's upgrades not expressly approved by the Province;

**E.3.3 Costs Over and Above Project Scope.** Activities undertaken as part of the Project that are over and above the scope of the Project will not be funded under the Agreement. These costs include, but are not limited to:

- (a) upgrading of municipal services and utilities that is over and above relocation or replacement that is necessitated for the Project;
- (b) upgrades to materials and design beyond existing municipal standards; and
- (c) design enhancements over and above those that are described for the Project.

## SCHEDULE "F" EVALUATION

### F.1.0 PROJECT EVALUATION

- F.1.1 **Recipient's Participation in Project Evaluation.** The Recipient understands that the Province or Canada, or both, may ask the Recipient to participate in an evaluation of the Program or CWWF, or both, during and after the Term. The Recipient agrees, if asked and at its own expense, to provide Project-related information to the Province or Canada, or both, for the purpose of the evaluation.
- F.1.2 **Results of Project Evaluation(s).** The result of the Project evaluation(s) carried under section F.1.1 (Recipient's Participation in Project Evaluation) will be made available to the public.

## SCHEDULE “G” COMMUNICATIONS PROTOCOL

### G.1.0 DEFINITIONS

G.1.1 **Definitions.** For the purposes of this Schedule “G” (Communications Protocol):

“**Communications Activities**” include, but are not limited to, public or media events or ceremonies including key milestone events, news releases, reports, web and social media products or postings, blogs, news conferences, public notices, physical and digital signs, publications, success stories and vignettes, photos, videos, multi-media content, advertising campaigns, awareness campaigns, editorials, multi-media products and all related communication materials.

“**Joint Communications**” are events, news releases, and signage that relate to the promotion of the Program, CWWF or Project and are collaboratively developed and approved by Canada, Ontario and the Recipient, and are not operational in nature.

### G.2.0 PURPOSE

G.2.1 **Purpose.** This communications protocol outlines the roles and responsibilities of each of the Parties to the Agreement with respect to Communications Activities related to the Project.

G.2.2 **Guidance.** This communications protocol will guide all Communications Activity planning, development and implementation with a view to ensuring efficient, structured, continuous, consistent and coordinated communications to the Canadian public.

G.2.3 **Application to Communications Activities.** The provisions of this communications protocol apply to all Communications Activities related to the Agreement and the Project.

### G.3.0 GUIDING PRINCIPLES

G.3.1 **Information to Canadians.** Communications Activities undertaken through this communications protocol should ensure that Canadians are informed that the Project helps improve their quality of life and about its benefits.

G.3.2 **Factors to Consider.** The Communications Activities undertaken to recognize funding under the Agreement will take into account the financial value and duration of the Project and the feasibility of Joint Communications for Communications Activities.

G.3.3 **Deficiencies and Corrective Actions.** The Province will communicate to the Recipient any deficiencies or corrective actions, or both, identified by the Province and Canada.

- G.3.4 **Approval of Communications Material.** The announcement or publication of the Project must be approved by the Parties and Canada prior to being carried out.

#### G.4.0 JOINT COMMUNICATIONS

- G.4.1 **Subject Matter.** The Parties and Canada will have Joint Communications about the funding and status of the Project.
- G.4.2 **Prior Knowledge and Agreement.** Joint Communications related to the Project should not occur without the prior knowledge and agreement of the Parties and Canada.
- G.4.3 **Recognition of Canada's Contribution.** All Joint Communications material will be approved by the Province and Canada, and will recognize Canada and the Province's contribution under Schedule "A" (General Terms and Conditions) or the Total Financial Assistance, or both, received for the Project.
- G.4.4 **Notice and Timing.** The Recipient and the Province, on its own behalf or that of Canada, may request Joint Communications. The Party requesting the Joint Communications will provide at least 15 Business Days' notice to the other Party. If the Communications Activity is an event, it will take place at a date and location mutually agreed to by the Parties and, if applicable, Canada.
- G.4.5 **Participation and Representatives.** The Party requesting a Joint Communications will provide the opportunity for the other Party and Canada to choose to participate and, if they do so choose, their own designated representative (in the case of an event).
- G.4.6 **English and French.** Canada has an obligation to communicate in English and French. Communications products related to events must be bilingual and include the Canada word mark and the logos of the Parties. In such cases, Canada will provide the translation services and final approval on products.
- G.4.7 **Table of Precedence for Canada.** The conduct of all Joint Communications will follow the *Table of Precedence for Canada* as applicable.

#### G.5.0 INDIVIDUAL COMMUNICATIONS

- G.5.1 **Canada's Obligations.** Notwithstanding Article G.4.0 (Joint Communications), the Parties agree that Canada has the right to communicate information to Canadians about the Agreement and the use of Funds to meet its legislated and regulatory obligations through its own Communications Activities.
- G.5.2 **Restrictions.** Each Party may include general CWWF messaging and an overview of the Project in their own Communications Activities. The Province and the Recipient will not unreasonably restrict the use of, for their own purposes, Communications Activities

related to the Project and if web- or social-media based, from linking to it. Canada has also agreed, in the Bilateral Agreement, to the above.

- G.5.3 **Publication.** The Recipient will indicate, in any of its Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

#### G.6.0 OPERATIONAL COMMUNICATIONS

- G.6.1 **Responsibility of Recipient.** The Province and the Recipient are solely responsible for operational communications with respect to the Project, including but not limited to: calls for tender, contract awards, and construction and public safety notices. Operational communications as described above are not subject to the *Official Languages Act* of Canada.

#### G.7.0 MEDIA RELATIONS

- G.7.1 **Significant Media Inquiry.** The Province and the Recipient will share information promptly with the other Party and Canada should significant media inquiries be received or emerging media or stakeholder issues arise to a Project or the CWWF.

#### G.8.0 SIGNAGE

- G.8.1 **Recognition of Funding Contribution.** The Parties agree that Canada, the Province and the Recipient may each have signage recognizing their funding contribution to the Project.
- G.8.2 **Funding Recognition.** Unless otherwise agreed by Canada and the Province, the Recipient will produce and install signs to recognize funding at the Project site in accordance with current federal and provincial signage guidelines. Federal and provincial sign design, content, and installation guidelines will be provided by Canada and/or the Province.
- G.8.3 **Permanent Plaque.** Where the Recipient decides to install a permanent plaque or other suitable marker with respect to the Project, it will recognize Canada's and the Province's contribution and be approved by Canada and the Province.
- G.8.4 **Notice of Sign Installation.** The Recipient will inform the Province of sign installations.
- G.8.5 **Timing for Erection of Sign.** If erected, signage recognizing the federal and provincial CWWF contribution will be installed at the Project site(s) 30 days prior to the start of construction, be visible for the duration of the Project, and remain in place until 30 days after construction is completed and the infrastructure is fully operational or opened for public use.

- G.8.6 **Size of Sign.** If erected, signage recognizing the federal and provincial CWWF contribution will be at least equivalent in size and prominence to Project signage for contributions by other orders of government and be installed in a prominent and visible location that takes into consideration pedestrian and traffic safety and visibility.
- G.8.7 **Responsibility of Recipient.** The Recipient is responsible for the production and installation of Project signage, or as otherwise agreed upon.
- G.8.8 **Recognition in Documents.** In the case of Projects where the deliverable is a document, such as but not limited to plans, reports, studies, strategies, training material, webinars, and workshops, the Recipient will clearly recognize Canada's and the Province's financial contribution received for the Project.
- G.9.0 COMMUNICATING WITH RECIPIENT**
- G.9.1 **Facilitation of Communications.** The Province agrees to facilitate, as required, communications between Canada and the Recipient for Communications Activities.
- G.10.0 ADVERTISING CAMPAIGNS**
- G.10.1 **Notice of Advertising Campaigns.** Recognizing that advertising can be an effective means of communicating with the public, the Recipient agrees that Canada or the Province, or both, may, at their own cost, organize an advertising or public information campaign related to the Agreement or the Project. However, such a campaign will respect the provisions of the Agreement. In the event of such a campaign, the sponsoring Party or Canada will inform the other Party or Canada of its intention no less than 21 Business Days prior to the campaign launch.

**SCHEDULE "H"**  
**DISPOSAL OF AND REVENUES FROM ASSETS**

**H.1.0 DEFINITIONS**

H.1.1. **Definitions.** For the purposes of this Schedule "H" (Disposal of and Revenues from Assets):

**"Fiscal Year"** means the period beginning April 1 of a year and ending March 31 of the following year.

**"Local Government"** means a single-tier, lower-tier or upper-tier municipality established by or under an Ontario provincial statute, and also includes a municipal service corporation established by such a single-tier, lower-tier or upper-tier municipality.

**H.2.0 DISPOSAL OF ASSETS**

H.2.1 **Repayment.** Subject to section H.2.2 (Reinvestment), the Recipient undertakes to notify the Province in writing, 180 days in advance, if at any time during a period of five years from the Expiry Date, the Recipient proposes to sell, lease, encumber or use any Asset in a manner other than described in the Agreement, or otherwise dispose of, directly or indirectly, any Asset purchased, acquired, constructed, repaired, rehabilitated, renovated or improved, in whole or in part, with Funds, other than to Canada, the Province, a Crown agent of the Province or Canada, or a Local Government or, with the Province's written consent, any other entity. Upon disposition, unless the Province otherwise consents in writing, the Recipient hereby undertakes to reimburse the Province, forthwith on demand, a proportionate amount of the Province's contribution, in the proportion set out below:

Where Asset sold, leased, encumbered, used in a manner other than described in the Agreement, or otherwise disposed of within:	Return of Funds (in current dollars)
Up to five years after the Expiry Date	100%
More than five years after the Expiry Date	0%

H.2.2 **Reinvestment.** Notwithstanding the foregoing, if the Recipient disposes of any Asset, directly or indirectly, during the five year period noted in section H.2.1 (Repayment) and replaces it with an asset of equal or greater value, the Recipient may, in lieu of the

repayment provided for in section H.2.1 (Repayment) and with the Province's prior written consent, reinvest the proceeds from the disposal into the replacement asset.

### **H.3.0 REVENUES FROM ASSETS**

- H.3.1 **Revenues.** The Parties acknowledge that their contributions to the Project are meant to accrue to the public benefit. The Recipient will notify the Province in writing, within 90 days of the end of a Fiscal Year, if any Asset is used in a way that, in the Fiscal Year, revenues generated from the Asset exceeded the Recipient's operating expenses. In such instance, the Province may require the Recipient to pay to the Province immediately a portion of the excess, in the same proportion as the Province's contribution is to the total cost of the Asset. This obligation will apply only to the first five complete Fiscal Years following the Expiry Date.

### **H.4.0 DEDUCTION FROM FINANCIAL ASSISTANCE**

- H.4.1 **Deduction by Province.** The Province may deduct any amount of funds to be repaid by the Recipient under this Schedule "H" (Disposal of and Revenues from Assets) from the financial assistance payable on any other current or future project(s) of the Recipient under any other provincial program(s).



## SCHEDULE "I" ABORIGINAL CONSULTATION PROTOCOL

### I.1.0 DEFINITIONS

I.1.1 **Definitions.** For the purposes of this Schedule "I" (Aboriginal Consultation Protocol):

**"Aboriginal Community"** includes First Nation, Métis and Inuit communities or peoples of Canada.

**"Aboriginal Consultation Plan"** means the Aboriginal Consultation Plan described in section I.2.1 (Development of Plan).

**"Aboriginal Consultation Record"** means a document that records and describes, as the Province may require, the consultation activities carried out during the Project and the results of that consultation.

### I.2.0 ABORIGINAL CONSULTATION PLAN

I.2.1 **Development of Plan.** The Province, based on the scope and nature of the Project or at the request of Canada, may require the Recipient to, in consultation with the Province or Canada, or both, develop and comply with an Aboriginal consultation plan ("**Aboriginal Consultation Plan**").

I.2.2 **Procedural Aspects of Consultation.** If consultation with an Aboriginal Communities is required, the Recipient agrees that:

- (a) the Province or Canada, or both, may delegate certain procedural aspects of the consultation to the Recipient; and
- (b) the Province or Canada, or both, provide the Recipient with an initial list of the communities the Recipient may consult.

I.2.3 **Provision of Plan to Province.** If, pursuant to section I.2.1 (Development of Plan), the Province provides Notice to the Recipient that an Aboriginal Consultation Plan is required, the Recipient will, within the timelines provided in the Notice, provide the Province with a copy of the Aboriginal Consultation Plan.

I.2.4 **Changes to Plan.** The Recipient agrees that the Province or Canada, in the Province's or Canada's sole discretion and from time to time, may require the Recipient to make changes to the Aboriginal Consultation Plan.

### I.3.0 ABORIGINAL CONSULTATION RECORD

- I.3.1 **Requirements for Aboriginal Consultation Record.** If consultation with Aboriginal Communities is required, the Recipient will maintain an Aboriginal Consultation Record and provide such record to the Province, and any update to it, as part of its reporting to the Province pursuant to section D.4.1 (Inclusion of Aboriginal Consultation Record).

#### I.4.0 RESPONSIBILITIES OF THE RECIPIENT

- I.4.1 **Notification to and Direction from the Province.** The Recipient will immediately notify the Province:

- (a) of contact by any Aboriginal Communities regarding the Project; or
- (b) if any Aboriginal archaeological resources are discovered in the course of the Project,

and, in either case, the Recipient agrees that the Province or Canada, or both, may direct the Recipient to take such actions as the Province or Canada, or both, may require. The Recipient will comply with the Province's or Canada's direction.

- I.4.2 **Direction from the Province and Contracts.** The Recipient will provide in any Contract for the Recipient's right and ability to respond to direction from the Province or Canada, or both, as the Province or Canada may provide in accordance with section I.4.1 (Notification to and Direction from the Province).

## SCHEDULE "J" REQUESTS FOR PAYMENT AND PAYMENT PROCEDURES

### J.1.0 DEFINITION

J.1.1 **Definition.** For the purposes of this Schedule "J" (Requests for Payment and Payment Procedures):

**"Final Payment"** means the final payment by the Province to the Recipient for each Sub-project as described in and to be paid in accordance with Article J.8.0 (Final Payment).

### J.2.0 PROCEDURES AND TIMING FOR REQUESTS FOR PAYMENT

J.2.1 **Procedures.** The Recipient agrees that the procedures provided for in Article J.3.0 (Procedures for Requests for Payment for Eligible Expenditures) will apply to requests for payment the Recipient submits to the Province under the Agreement.

J.1.2 **Diligent and Timely Manner.** The Recipient agrees to submit its requests for payment to the Province in a diligent and timely manner.

### J.3.0 PROCEDURES FOR REQUESTS FOR PAYMENT FOR ELIGIBLE EXPENDITURES

J.3.1 **Timing, Reports and Documents.** The Recipient agrees to submit a Sub-project request for payment for Eligible Expenditures to the Province, at a minimum, semi-annually. The Recipient agrees to submit, for each of the circumstances listed below, the following reports and documents:

- (a) for each request for payment, including the Final Payment, a Request for Payment Form, using the form provided in Sub-schedule "J.1" (Form of Request for Payment Form), fully and accurately completed;
- (b) for each request for payment, except for the Final Payment, a certification, using the form of certificate provided in Sub-schedule "J.2" (Form of Certificate from Recipient), by an authorized senior official of the Recipient;
- (c) for each request for Final Payment, a Declaration of Sub-project Completion, using the form provided in Sub-schedule "J.3" (Form of Declaration of Sub-project Completion), by an authorized senior official of the Recipient;
- (d) for each request for Final Payment for new and expansion Sub-projects, if applicable in the opinion of the Province, a certification, using the form of certificate provided in Sub-schedule "J.4" (Form of Certificate from Professional Engineer), by a professional engineer;
- (e) if the Province so requests, a copy of all documentation provided to the Recipient by

the authorized senior official of the Recipient or professional engineer, or both, for the certification or declaration, as applicable, in paragraphs J.3.1 (b), (c) and (d);

- (f) for each request for payment, except for the Final Payment, a Progress Report and an Outcomes Progress Report, acceptable to the Province, for the period to which the request for payment relates;
- (g) for each request for Final Payment, a Final Progress Report and an Outcomes Progress Report, acceptable to the Province, for the period to which the request for payment relates; and
- (h) such other information as the Province may request.

**J.3.2 Submission of Documents and Reports.** The reports and documents listed in section J.3.1 (Timing, Reports and Documents) shall be submitted to the Province at the following address:

Clean Water and Wastewater Fund  
Infrastructure Ontario  
1 Dundas Street West, Suite 2000  
Toronto, Ontario M5G 1L5  
Fax: 416-392-1906  
Email: CWWF@infrastructureontario.ca

#### **J.4.0 PAYMENTS**

**J.4.1 Payment by the Province.** Subject to the Province receiving the necessary annual appropriation from the Ontario Legislature or funds from Canada, or both, upon receipt of a request for payment fully completed in accordance with this Schedule "J" (Requests for Payment and Payment Procedures), the Province will use its reasonable efforts to make a payment to the Recipient, if due and owing under the terms of the Agreement, in a timely manner. The Province will under no circumstances be liable for interest for failure to make a payment within the time limit provided for in this Article J.4.0 (Payments).

#### **J.5.0 TIME LIMITS FOR REQUESTS FOR PAYMENTS**

**J.5.1 Timing.** The Recipient will submit all requests for payment prior to March 31st, 2019.

**J.5.2 No Obligation for Payment.** The Province will have no obligation to make any payment for a request for payment submitted after September 31<sup>st</sup>, 2019.

#### **J.6.0 FINAL RECONCILIATION AND ADJUSTMENTS**

**J.6.1 Final Reconciliation and Adjustments.** Following delivery of the completed Declaration of Sub-project Completion, confirming achievement of Sub-project Completion, and the

Final Progress Report and final Outcomes Progress Report, the Parties will jointly carry out a final reconciliation of all requests for payments and payments in respect of the Sub-project and make any adjustments required in the circumstances.

#### **J.7.0 HOLDBACK**

- J.7.1 **Holdback.** For each Sub-project, the Province may pay to the Recipient up to 90% of its contribution under the Agreement prior to final adjustments in accordance with Article J.6.0 (Final Reconciliation and Adjustments). Subject to paragraph A.4.1 (a), the remaining 10% of the Province's contribution (the "Holdback") will be paid when the final reconciliation and all adjustments are made in accordance with Article J.6.0 (Final Reconciliation and Adjustments), and in accordance with Article J.8.0 (Final Payment).

#### **J.8.0 FINAL PAYMENT**

- J.8.1 **Final Payment.** Upon completion of the final reconciliation and all adjustments in accordance with Article J.6.0 (Final Reconciliation and Adjustments), the Province agrees, subject to the Recipient having met all other terms and conditions of the Agreement and paragraph A.4.2(c), to pay the Recipient the remainder of its contribution for the Sub-project together with the Holdback contemplated pursuant to Article J.7.0 (Holdback).

**SUB-SCHEDULE "J.1"**  
**FORM OF REQUEST FOR PAYMENT FORM**

**CLEAN WATER AND WASTEWATER FUND (CWWF) (ONTARIO)**  
**TRANSFER PAYMENT AGREEMENT**

**REQUEST FOR PAYMENT FORM**

<b>TO:</b>	Clean Water and Wastewater Fund - Infrastructure Ontario
<b>Address:</b>	1 Dundas Street West, Suite 2000
<b>Attention:</b>	Toronto, Ontario M5G 1L5
<b>Email:</b>	CWWF@infrastructureontario.ca
<b>Tel. No.</b>	1-844-803-8856
<b>Fax No.</b>	1- 416-392-1906

**PROJECT INFORMATION:**

Recipient Name:	
Unique ID#:	
Project Claim #:	
Project Claim Amount:	
Period Covered by Claim:	

Claim Information															
Unique Project ID	Claim #1		Claim #2		Claim #3		Claim #4		Claim #5		Claim #6		Total Claims to Date		
	Fed	Prov	Fed	Prov	Fed	Prov	Fed	Prov	Fed	Prov	Fed	Prov	Fed	Prov	Total
CWWF-001	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CWWF-002	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CWWF-003	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		

**SUB-SCHEDULE "J.2"**  
**FORM OF CERTIFICATE FROM RECIPIENT**

**CLEAN WATER AND WASTEWATER (ONTARIO)**  
**TRANSFER PAYMENT AGREEMENT**

**CERTIFICATE FROM RECIPIENT**

<b>TO:</b>	Clean Water and Wastewater Fund - Infrastructure Ontario
<b>Address:</b>	1 Dundas Street West, Suite 2000
<b>Attention:</b>	Toronto, Ontario M5G 1L5
<b>Email:</b>	CWWF@infrastructureontario.ca
<b>Tel. No.</b>	1-844-803-8856
<b>Fax No.</b>	1-416-392-1906

**PROJECT INFORMATION:**

Recipient Name:	
Unique ID#:	
Project Claim #:	
Project Claim Amount:	
Period Covered by Claim:	

I, [insert Name], the treasurer of **[insert Recipient Name]**, hereby request that OILC make a disbursement to the **[insert Recipient Name]** in the principal sum of **\$XXX.XX**, said principal sum as calculated using attached Sub-project claim/report forms, as authorized by the CWWF Transfer Payment Agreement entered into between Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure, and the **[insert the legal name of the Recipient]** (the "Recipient"), on \_\_\_\_\_, \_\_\_\_\_ (the "Agreement").

I, having made such inquiries as I deemed necessary for this certificate, hereby certify to the best of my knowledge, for and on behalf of the Recipient, on and as of the date set out below, as follows:

- a. all representations and warranties contained in Article A.2.0 (Representations, Warranties and Covenants) of Schedule "A" (General Terms and Conditions) to the Agreement are true and correct;
- b. the Recipient is in compliance with all the terms and conditions of the Agreement, including, without limitations, its obligations under section A.33.1 (Special Conditions) of Schedule "A" (General Terms and Conditions) to the Agreement, and no Event of Default, as described in the Agreement, has occurred and is continuing;



- c. if the Recipient has incurred a cost overrun for the Sub-project, it has funded the costs and is not asking for funds from the Province and has sufficient funds to complete the Sub-project in compliance with the Agreement;
- d. the Recipient has complied with all applicable provision of the *Construction Lien Act* (Ontario) and is not aware of any claims for lien under that Act;
- e. since the date of the last disbursement, if any, the Recipient has expended funds on the Sub-project(s), as noted on the attached claim/report forms, and all amounts entered on such forms have been incurred and are true and correct;
- f. all costs claimed have been accounted for in accordance with the Public Sector Accounting Standards in effect in Canada;
- g. the amount of the requested disbursement, when added to the aggregate amount of disbursements, if any, in respect of the Eligible Expenditures related to each approved Sub-project, does not exceed the allocated federal and provincial portions of the grant for that eligible Sub-project;
- h. the proceeds of the requested disbursement will be applied to one or more of the Sub-project(s) in accordance with the Sub-project budget and will not be applied to any other purposes;
- i. the Sub-project(s) to which these funds will be applied have been procured in accordance with the principle of open, fair and transparent and provides value for money;
- j. all records (including but not limited to contracts, invoices, statements, receipts, vouchers) are being retained in accordance with the requirements of the Agreement; and
- k. the Recipient has complied, or with the acknowledgment of the Province is complying, with respect to Duty to Consult with respect to project(s) identified by the Province.

**Recipient Financial Delegated Authority**

**FROM:**

Address:

Attention:

Email:

Tel. No.

Fax. No.

---

Signature

Date



**SUB-SCHEDULE "J.3"**  
**FORM OF DECLARATION OF SUB-PROJECT COMPLETION**

**CLEAN WATER AND WASTEWATER FUND (ONTARIO)**  
**TRANSFER PAYMENT AGREEMENT**

**DECLARATION OF SUB-PROJECT COMPLETION**

**TO:**

Attention: Clean Water and Wastewater Fund - Infrastructure Ontario

Email: CWWF@infrastructureontario.ca

Telephone No.: 1-844-803-8856

Facsimile No.: 1-416-392-1906

**FROM:**

**[insert address of the Recipient's authorized representative]**

Attention: **[insert name and title of the Recipient's authorized representative]**

Email: **[insert email address of the Recipient's authorized representative]**

Telephone No.: **[insert telephone number of the Recipient's authorized representative]**

Facsimile No.: **[insert facsimile number of the Recipient's authorized representative]**

**RE:**

**Clean Water and Wastewater Fund (Ontario) Transfer Payment Agreement – Sub-project [insert the Sub-project unique ID and title]**

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In the matter of the Clean Water and Wastewater Fund (Ontario) Transfer Payment Agreement entered into between Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure, and the **[insert the legal name of the Recipient]** (the "Recipient"), on \_\_\_\_\_, \_\_\_\_\_ (the "Agreement").

I, \_\_\_\_\_ **[insert name and title of the Recipient's authorized representative]**, having made such inquiries as I have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

1. On and as of the date set out below:
  - a. all representations and warranties contained in Article A.2.0 (Representations, Warranties and Covenants) of Schedule "A" (General Terms and Conditions) to the Agreement are true and correct;
  - b. the Recipient is in compliance with all the terms and conditions of the Agreement, including, without limitations, its obligations under section A.33.1 (Special Conditions) of Schedule "A" (General Terms and Conditions) to the Agreement, and no Event of Default, as described in the Agreement, has occurred and is continuing;
  - c. if the Recipient has incurred a cost overrun for the Sub-project, it has funded the costs and is not asking for funds from the Province and has sufficient funds to complete the Sub-project in compliance with the Agreement;
  - d. the Recipient has complied with all applicable provision of the *Construction Lien Act* (Ontario) and is not aware of any claims for lien under that Act;
  - e. the work for the Sub-project **[insert the Sub-project unique ID and title]**:
    - i. has reached Sub-project Completion, as defined in the Agreement, on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ (the "**Sub-project Completion Date**");
    - ii. was carried out by \_\_\_\_\_ **[insert the name of the prime contractor]**, between \_\_\_\_\_ **[insert the start date]** and \_\_\_\_\_ **[insert the Sub-project Completion Date]**;
    - iii. was supervised and inspected by qualified staff;
    - iv. conforms with the plans, specifications and other documentation for the work;
    - v. conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented;
    - vi. conforms with Schedule "C" (Program Funding Request) to the Agreement, except as the Province has otherwise approved in advance and in writing; and

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- vii. conforms with the requirements provided for in paragraph A.4.10(d) of Schedule "A" (General Terms and Conditions) to the Agreement to comply with industry standards.
2. Attached is the Request for Payment Form, which is true and accurate, and relates to costs on account of the Sub-project.
3. The Funds will only and entirely be used for Eligible Expenditures that have been incurred by the Recipient in accordance with the Agreement.
4. The value of substantially completed work on the Sub-project is \_\_\_\_\_  
[insert the amount in Canadian dollars].

The Recipient hereby requests a payment in the amount of \$ \_\_\_\_\_ on account of the Province's contribution towards the Eligible Expenditures of the Sub-project [insert the Sub-project unique ID and title].

Declared at \_\_\_\_\_ (municipality), in the Province of Ontario, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

(Signatures)

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Witness Name:

Title:

Title:

I have authority to bind the Recipient

**SUB-SCHEDULE "J.4"**  
**FORM OF CERTIFICATE FROM PROFESSIONAL ENGINEER**

**CLEAN WATER AND WASTEWATER FUND (ONTARIO)**  
**TRANSFER PAYMENT AGREEMENT**

**CERTIFICATE FROM PROFESSIONAL ENGINEER**

**TO:**

Attention: Clean Water and Wastewater Fund - Infrastructure Ontario

Email: CWWF@infrastructureontario.ca

Telephone No.: 1-844-803-8856

Facsimile No.: 1-416-392-1906

**FROM:**

**[insert the address of the professional engineer]**

Attention: **[insert the name and title of the professional engineer]**

Email: **[insert the email address of the professional engineer]**

Telephone No.: **[insert the telephone number of the professional engineer]**

Facsimile: **[insert the facsimile number of professional engineer]**

**RE:**

**Clean Water and Wastewater Fund (Ontario) Transfer Payment Agreement – Sub-project [insert the Sub-project unique ID and title]**

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In the matter of the Clean Water and Wastewater Fund (Ontario) Transfer Payment Agreement entered into between Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure, and the **[insert the name of the Recipient]** (the "Recipient"), on \_\_\_\_\_, \_\_\_\_\_ (the "Agreement").

I, \_\_\_\_\_ **[insert the name and title of the professional engineer]**, a professional engineer duly licensed in the Province of Ontario, having made such inquiries as I

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Final

have deemed necessary for this certificate, hereby certify that to the best of my knowledge, information and belief:

On and as of the date set out below:

1. the work for the Sub-project **[insert the Sub-project unique ID and title]**:
  - a. was carried out by **[insert the name of the prime contractor]**, between **[insert the start date]** and \_\_\_\_\_ **[insert the Sub-project Completion Date]**;
  - b. was supervised and inspected by qualified staff;
  - c. conforms with the plans, specifications and other documentation for the work;
  - d. conforms with applicable Environmental Laws, as defined in the Agreement, and appropriate mitigation measures have been implemented;
  - e. has reached Sub-project Completion, as defined in the Agreement, on **[insert the date]** (the Sub-project Completion Date”);
  - f. conforms with Schedule “C” (Program Funding Request) to the Agreement, except as the Province has otherwise approved in advance and in writing;
  - g. conforms with the requirements provided for in paragraph A.4.10(d) of Schedule “A” (General Terms and Conditions) to the Agreement to comply with industry standards; and
  - h. if the Sub-project is a new or expansion project, can be completed by March 31, 2018, or by March 31, 2019 where pre-approval has been provided by the Province and Canada.

Declared at \_\_\_\_\_ (municipality/LSB/First Nations), in the Province of Ontario, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

(Signatures)

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Witness Name:

\_\_\_\_\_  
Title:

\_\_\_\_\_  
Title:

**SCHEDULE "K"**  
**FORM OF CLEAN WATER AND WASTEWATER FUND (CWWF)**  
**ATTESTATION FORM**

[insert the name of the authorized senior official of the Recipient]

[insert the name of the Recipient]

[insert the address of the Recipient]

I, [insert name], attest that:

1. Federal funding will support only Eligible Expenditures and that the Projects on the Project List meet the provisions as specified in the Bilateral Agreement.
2. Project Incrementality has been met when one of the following conditions has been met:
  - i) The project would not otherwise have taken place in 2016-17 or 2017-18; and/or
  - ii) The project would not have been undertaken without federal funding.

This would include projects included in Ontario's 2016 Budget or 2016 municipal budgets where projects require additional funding to proceed and/or accelerate.

3. My community owns the drinking water, wastewater or stormwater infrastructure asset presented in the Project List (municipalities and Local Services Boards only); or

My community has care and control over the drinking water, wastewater or stormwater infrastructure asset presented in the Project List (Indigenous communities only).

4. The proposed project is a priority or contained within my comprehensive asset management plan (municipalities only).

My asset management plan can be found online here: \_\_\_\_\_ (link to plan).

Please describe how the project(s) will be consistent with or is part of your municipal asset management plan: \_\_\_\_\_.

Dated, this [insert date].

\_\_\_\_\_  
Signature

[insert name]



The Corporation of the City of Kawartha Lakes

By-Law 2017-

A By-law to Repeal By-law All Existing By-laws Regulating Culverts and Entranceways

Recitals

- 1. Council considers it advisable to repeal all existing by-laws regulating culverts and entranceways.
- 2. The by-laws being repealed are replaced by a City Regulating By-law.
- 3. This by-law repeals by-laws from the predecessor municipalities which now form the City of Kawartha Lakes.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-

Section 1.00: Definitions and Interpretation

- 1.01 **Definitions:** In this by-law,
- “City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;
- “Council” or “City Council” means the municipal council for the City.

Section 2.00: Repeals

- 2.01 **Repeal:** By-law (Insert By-law Number(s)) is/are repealed.

Predecessor Municipality	By-Law Number	Date By-Law Passed	By-Law Heading
Bexley	19	1980	A by-law to provide for the culverts and entrances, and govern size and locations of them to private properties from Township Roads
Fenelon Twp	20	1986	A by-law to regulate the construction and improvement of entrances onto any public highway under the jurisdiction of Fenelon Township, including the installation of culverts related thereto
Fenelon Twp	60	1995	A by-law to regulate the construction and improvement of entrances onto any public highway under the jurisdiction of the Township of Fenelon, including the installation of culverts
Fenelon Twp	60	1998	A by-law to amend by-law 60-95 (to regulate the construction and improvement of entrances onto any public highway under the jurisdiction of the Township of Fenelon, including the installation of culverts related thereto)
Manvers	11	1992	A by-law to set down regulations & fees for the issuance of entrance permits & the installation of culverts.

Manvers	7	1990	A by-law to set down regulations & fees for the issuance of Entrance Permits & the installation of culverts.
Mariposa	12	1988	A by-law provides that the Councils of all municipalities may pass by-laws for prohibiting the obstruction of any drain or water-course, and for permitting and regulating the size and mode of construction of culverts & bridges
Omeme	15	1990	A by-law to regulate the installation of driveways or entrance ways
Ops	13	1985	An entrance by-law to regulate all construction within any portion of drains, ditches, culverts and bridges
Ops	5	1999	A by-law to establish a fee for entrance permits, and set a standard rate for installations, amending by-law 1985-13 & repealing by-law 1996-12
Somerville	28	1986	A by-law to regulate the installation of entrances on municipal road allowances to service private properties.
Verulam	12	1989	A by-law to regulate the installation of culverts for new entrances / exits on municipal roads, entrance permits and charges to be made

**Section 3.00:     Administration and Effective Date**

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

By-law read a first, second and third time, and finally passed, this 11th day of July, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017 -**

**A By-Law To Deem Part of a Plan of Subdivision,  
Previously Registered For Lands Within Kawartha Lakes,  
Not To Be A Registered Plan Of Subdivision In Accordance With The Planning Act  
Pin # 63119-0897(LT), Described As Lots 20 and 21, Plan 184, Geographic Township  
of Somerville, Now City of Kawartha Lakes**

File D30-17-004, Report PLAN2017-054, respecting 26 Birch Glen Drive – Collings.

### **Recitals:**

1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
2. The Committee of Adjustment has required, as a condition of minor variance, that the land described in Section 1 of this By-law be the subject of a deeming by-law.
3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
4. Notice of the passing of this By-law shall be mailed to the owners of the land described in Section 1 of this By-law.
5. Council considers it appropriate to enact the requested By-law.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_.**

### **Section 1:00      Details**

- 1.01 **Property Affected:** Pin # 63119-0897(LT). The Property affected by this By-law is described as Lots 20 and 21, Registered Plan 184, geographic Township of Somerville, City of Kawartha Lakes.
- 1.02 **Deeming Provision:** The Property is deemed not to be part of a Registered Plan of Subdivision of the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.

### **Section 2:00      General Terms**

- 2.01 **Force and Effect:** This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this \_\_ day of \_\_\_\_, 2017.

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Andy Letham, Mayor

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Judy Currins, Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-Law To Deem Part of a Plan of Subdivision, Previously Registered For Lands Within Kawartha Lakes, Not To Be A Registered Plan Of Subdivision In Accordance With The Planning Act Pin # 63191-0151(LT), Described As Lot 16, Plan 79, Geographic Township of Mariposa, Now City of Kawartha Lakes**

File D30-17-005, Report PLAN2017-055, respecting 454 Eldon Road – Mutton and Frey.

#### **Recitals:**

1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
2. The Committee of Adjustment has required, as a condition of minor variance, that the land described in Section 1 of this By-law be the subject of a deeming by-law.
3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
4. Notice of the passing of this By-law shall be mailed to the owners of the land described in Section 1 of this By-law.
5. Council considers it appropriate to enact the requested By-law.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_.**

#### **Section 1:00      Details**

- 1.01 **Property Affected:** Pin # 63191-0151(LT). The Property affected by this By-law is described as Lot 16 East Side of King Street and North Side of Mill Street, Registered Plan 79, geographic Township of Somerville, City of Kawartha Lakes.
- 1.02 **Deeming Provision:** The Property is deemed not to be part of a Registered Plan of Subdivision of the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.

#### **Section 2:00      General Terms**

- 2.01 **Force and Effect:** This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this \_\_ day of \_\_\_\_, 2017.

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Andy Letham, Mayor

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Judy Currins, Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Repeal By-law Number 2005-77 Being a By-law to Designate and Regulate a Reduced Load Period Affecting the Highways in Kawartha Lakes**

#### **Recitals**

1. Council adopted By-law Number 2016-062 on March 22, 2016 to regulate reduced loads.
2. By-law Number 2016-062 updated and replaced By-law Number 2005-77.
3. This by-law repeals the original by-law as it has been replaced.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .**

#### **Section 1.00: Definitions and Interpretation**

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

“**City**”, “**City of Kawartha Lakes**” or “**Kawartha Lakes**” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

“**Council**” or “**City Council**” means the municipal council for the City.

#### **Section 2.00: Repeal**

- 2.01 **Repeal:** City of Kawartha Lakes By-law 2005-77 is repealed.

#### **Section 3.00: Administration and Effective Date**

- 3.01 **Administration of this By-law:** The City Clerk is responsible for the administration of this By-law.

- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

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Andy Letham, Mayor

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Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Appoint an Acting City Clerk for the City of Kawartha Lakes**

#### **Recitals**

1. Section 228 of the Municipal Act, 2001, as amended, requires every municipality to appoint a Clerk to fulfill the duties and obligations of that statutory officer as set out in those statutes and others.
2. Due to a retirement and an interval prior to a permanent replacement, it is necessary to appoint a City Clerk on a temporary basis.
3. Council deems it appropriate to appoint an Acting City Clerk.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .**

#### **Section 1.00: Definitions and Interpretation**

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

**“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;

**“Chief Administrative Officer” or “CAO”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

- 1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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: Appointment, Duties, etc.**

- 2.01 **City Clerk:** Ron Taylor is appointed as the municipal clerk for the City, with the title of “Acting City Clerk”.
- 2.02 **Duties:** The duties and responsibilities of the Acting City Clerk are as set forth in the Statutes and Regulations of the Province of Ontario and in the By-laws and policies of the City, which exist or may be passed in the future.

#### **Section 3.00: Administration and Effective Date**

- 3.01 **Administration of the By-law:** The Chief Administrative Officer is responsible for the administration of this by-law.

3.02 **Effective Date:** This By-law shall come into force at 12:00 a.m. Friday, September 1, 2017.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

\_\_\_\_\_  
Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Repeal By-law 2007-194 Being a By-law to Appoint a Clerk for the City of Kawartha Lakes**

#### **Recitals**

1. Council adopted By-law 2007-194 on September 11, 2007 to Appoint a City Clerk.
2. By-law 2017-XXX replaces By-law 2007-194.
3. Council deems it appropriate to repeal By-law 2007-194 due to staff retirement.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .**

#### **Section 1.00: Definitions and Interpretation**

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

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

“Council” or “City Council” means the municipal council for the City.

#### **Section 2.00: Repeal**

- 2.01 **Repeal:** By-law 2007-194 is repealed.

#### **Section 3.00: Administration and Effective Date**

- 3.01 **Administration of this By-law:** The Chief Administrative Officer is responsible for the administration of this By-law.
- 3.02 **Effective Date:** This By-law shall come into force at 12:00 a.m. on Friday, September 1, 2017.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

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Andy Letham, Mayor

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Judy Currins, City Clerk



# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Provide for the Erection of Stop Signs in the City of Kawartha Lakes (Durham Street West and Adelaide Street South, Lindsay)**

#### **Recitals**

1. The Engineering and Corporate Assets Department has recommended that an All Way Stop intersection be implemented at Durham Street West and Adelaide Street South in Lindsay.
2. Council adopted Resolution Number CR2017-XX approving of the Traffic Control in this area.
3. The Municipal Act, 2001, S.O.2001, c.25 authorizes municipal councils to pass by-laws respecting traffic on highways under their jurisdiction, in conjunction with the provisions and requirements of the Highway Traffic Act, R.S.O. 1990, c.H.8.
4. This by-law enacts the approved traffic control.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .**

#### **Section 1.00: Definitions and Interpretation**

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

**“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;

**“Director of Engineering and Corporate Assets”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

##### **1.02 Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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.
- (c) Except as otherwise provided in section 1.01, the words and terms used in this by-law have the same meaning as the words and terms used in the Highway Traffic Act, R.S.O. 1990, c.H.8.

##### **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: Regulate Traffic**

##### **2.01 All Way Stop:** Stop signs shall be erected at all corners of the intersection of Durham Street West and Adelaide Street South in Lindsay.

**Section 3.00:     Enforcement, Offence and Penalties**

- 3.01    **Enforcement:** This by-law may be enforced by every police officer.
- 3.02    **Obstruction:** No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this by-law.
- 3.02    **Offence and Penalty:** It is an offence for a person to contravene any provision of this by-law, and every person who contravenes this by-law is guilty of an offence and, on conviction, is liable to a fine in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended and the Highway Traffic Act, R.S.O. 1990, c.H.8 and any other applicable penalty.

**Section 4.00:     Administration and Effective Date**

- 4.01    **Administration of the By-law:** The Director of Engineering and Corporate Assets is responsible for the administration of this by-law and for the installation and maintenance of the traffic control signal systems, other traffic control signals, and signs authorized by this by-law.
- 4.02    **New Traffic Control Signals:** In accordance with the requirements of subsection 144(31) of the Highway Traffic Act, R.S.O. 1990, c.H.8., the Director of Engineering and Corporate Assets is designated by Council as the person whose approval is required prior to the erection or installation of any new traffic control signal system or traffic control signal used in conjunction with a traffic control signal system that has been authorized by this by-law.
- 4.03    **Effective Date:** This By-law shall come into force on the date it is finally passed, and after properly worded signs have been erected.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

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Andy Letham, Mayor

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Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Provide for the Erection of Stop Signs in the City of Kawartha Lakes (King Street and St. David/Logie Street, Lindsay)**

#### **Recitals**

1. The Engineering and Corporate Assets Department has recommended that an All Way Stop intersection be implemented at King Street and St. David Street/Logie Street in Lindsay.
2. Council adopted Resolution Number CR2017-XX approving of the Traffic Control in this area.
3. The Municipal Act, 2001, S.O.2001, c.25 authorizes municipal councils to pass by-laws respecting traffic on highways under their jurisdiction, in conjunction with the provisions and requirements of the Highway Traffic Act, R.S.O. 1990, c.H.8.
4. This by-law enacts the approved traffic control.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .**

#### **Section 1.00: Definitions and Interpretation**

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

**“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;

**“Director of Engineering and Corporate Assets”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

##### **1.02 Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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.
- (c) Except as otherwise provided in section 1.01, the words and terms used in this by-law have the same meaning as the words and terms used in the Highway Traffic Act, R.S.O. 1990, c.H.8.

##### **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: Regulate Traffic**

##### **2.01 All Way Stop:** Stop signs shall be erected at all corners of the intersection of King Street and St. David Street/Logie Street in Lindsay.

**Section 3.00:     Enforcement, Offence and Penalties**

- 3.01    **Enforcement:** This by-law may be enforced by every police officer.
- 3.02    **Obstruction:** No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this by-law.
- 3.02    **Offence and Penalty:** It is an offence for a person to contravene any provision of this by-law, and every person who contravenes this by-law is guilty of an offence and, on conviction, is liable to a fine in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended and the Highway Traffic Act, R.S.O. 1990, c.H.8 and any other applicable penalty.

**Section 4.00:     Administration and Effective Date**

- 4.01    **Administration of the By-law:** The Director of Engineering and Corporate Assets is responsible for the administration of this by-law and for the installation and maintenance of the traffic control signal systems, other traffic control signals, and signs authorized by this by-law.
- 4.02    **New Traffic Control Signals:** In accordance with the requirements of subsection 144(31) of the Highway Traffic Act, R.S.O. 1990, c.H.8., the Director of Engineering and Corporate Assets is designated by Council as the person whose approval is required prior to the erection or installation of any new traffic control signal system or traffic control signal used in conjunction with a traffic control signal system that has been authorized by this by-law.
- 4.03    **Effective Date:** This By-law shall come into force on the date it is finally passed, and after properly worded signs have been erected.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

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Andy Letham, Mayor

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Judy Currins, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2017-      

A By-law to Amend By-law 2012-173, Being a By-law to Regulate  
Parking in the City of Kawartha Lakes (Amendment No. 13)

Recitals

- 1. Council adopted Resolution Number CR2017-XXX on August 22, 2017 directing amendments to By-law Number 2012-173.
- 2. An amendment is required to amend parking in the Long Beach Road Area.
- 3. These changes require an amendment to the original by-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .

Section 1.00: Definitions and Interpretation

Definitions:

All defined terms in the amending By-law take their meaning from By-law 2012-173 of the City of Kawartha Lakes.

Section 2.00: Amendment Details

- 2.01 Schedule “A”: That Schedule A to By-law Number 2012-173 be amended with the additions as follows:

<u>STREET</u>	<u>GEOGRAPHIC AREA</u>	<u>SIDE</u>	<u>FROM</u>	<u>TO</u>	<u>TIME RESTRICTIONS</u>
Long Beach Road	Fenelon	Both	Center/Crown at the corner	A point 50 metres west ending in front of #429	
Long Beach Road	Fenelon	Both	Center/Crown at the corner (area in front of 431) along the lake front north 784 metres	End at the intersection of Rodman Dr. and Long Beach Road	

Section 3.00: Administration and Effective Date

- 3.01 Administration of the By-law: The Manager of Municipal Law Enforcement is responsible for the administration of this by-law.
- 3.02 Effective Date: This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

Andy Letham, Mayor

Judy Currins, City Clerk

# **The Corporation of the City of Kawartha Lakes**

## **By-Law 2017-**

### **A By-law to Provide for the Erection of Stop Signs in the City of Kawartha Lakes (Albert Street North and Pottinger Street, Lindsay)**

#### **Recitals**

1. The Engineering and Corporate Assets Department has recommended that an All Way Stop intersection be implemented at Albert Street North and Pottinger Street in Lindsay.
2. Council adopted Resolution Number CR2017-XX approving of the Traffic Control in this area.
3. The Municipal Act, 2001, S.O.2001, c.25 authorizes municipal councils to pass by-laws respecting traffic on highways under their jurisdiction, in conjunction with the provisions and requirements of the Highway Traffic Act, R.S.O. 1990, c.H.8.
4. This by-law enacts the approved traffic control.

**Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .**

#### **Section 1.00: Definitions and Interpretation**

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

**“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;

**“Director of Engineering and Corporate Assets”** means the person who holds that position and his or her delegate(s) or, in the event of organizational changes, another person designated by Council.

- 1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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.
- (c) Except as otherwise provided in section 1.01, the words and terms used in this by-law have the same meaning as the words and terms used in the Highway Traffic Act, R.S.O. 1990, c.H.8.

- 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: Regulate Traffic**

- 2.01 **All Way Stop:** Stop signs shall be erected at all corners of the intersection of Albert Street North and Pottinger Street in Lindsay.

**Section 3.00:     Enforcement, Offence and Penalties**

- 3.01    **Enforcement:** This by-law may be enforced by every police officer.
- 3.02    **Obstruction:** No person shall hinder or obstruct, or attempt to hinder or obstruct, any person exercising a power or performing a duty under this by-law.
- 3.02    **Offence and Penalty:** It is an offence for a person to contravene any provision of this by-law, and every person who contravenes this by-law is guilty of an offence and, on conviction, is liable to a fine in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended and the Highway Traffic Act, R.S.O. 1990, c.H.8 and any other applicable penalty.

**Section 4.00:     Administration and Effective Date**

- 4.01    **Administration of the By-law:** The Director of Engineering and Corporate Assets is responsible for the administration of this by-law and for the installation and maintenance of the traffic control signal systems, other traffic control signals, and signs authorized by this by-law.
- 4.02    **New Traffic Control Signals:** In accordance with the requirements of subsection 144(31) of the Highway Traffic Act, R.S.O. 1990, c.H.8., the Director of Engineering and Corporate Assets is designated by Council as the person whose approval is required prior to the erection or installation of any new traffic control signal system or traffic control signal used in conjunction with a traffic control signal system that has been authorized by this by-law.
- 4.03    **Effective Date:** This By-law shall come into force on the date it is finally passed, and after properly worded signs have been erected.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

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Andy Letham, Mayor

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Judy Currins, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2017-      

A By-law to Amend By-law Number 2005-328 being a By-law to Establish Speed Limits in the City of Kawartha Lakes (Amendment No. 32)

Recitals

- 1. Council adopted Resolution Numbers CR2017-XX and CR2017-XX on August 22, 2017 directing amendments to By-law Number 2005-328 the Speed Limit By-law.
- 2. An amendment is required to change speed limits on Highways.
- 3. These changes require an amendment to the original by-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-      .

Section 1.00: Definitions and Interpretation

Definitions:

All defined terms in the amending By-law take their meaning from By-law Number 2005-328 of the City of Kawartha Lakes.

Section 2.00: Amendment Details

- 2.01 **Schedule C:** That Schedule C to By-law Number 2005-328, Highways with a Speed Limit of 60 Kilometres per Hour, be amended by adding the following:

ROAD #	FROM	TO
Hickory Beach Road	Kawartha Lakes Road 30	A point 500 m north of North Bayou Rd
Laidlaw Drive	Balsam Lake Drive	A point 650 m south

- 2.02 **Schedule C:** That Schedule C to By-law Number 2005-328, Highways with a Speed Limit of 60 Kilometres per Hour, be amended by deleting the following:

ROAD #	FROM	TO
Verulam – Edgewood Drive	First Street commonly called Edgewood Drive in the Hickory Beach Subdivision	from the easterly limit of Hickory Beach Road easterly to the end
Verulam – Parkhill Drive	Second Street commonly called Parkhill Drive in the Hickory Beach Subdivision from the easterly limit of Hickory Beach Road easterly	to the end
Verulam – Oakwood Drive	Third Street commonly called Oakwood Drive in the Hickory Beach Subdivision from the easterly limit of Hickory Beach Road easterly	to the end
Verulam – Hickory Beach Road	Township road between Concession 1 and 2 known as the Hickory Beach Road from the northerly shore of Sturgeon Lake	To a point 3696 feet northerly from the northerly shore of Sturgeon lake on the said Hickory Beach Road

- 2.03 **Schedule D:** That Schedule D to By-law Number 2005-328, Highways with a Speed Limit of 50 Kilometres per Hour, be amended by adding the following:



<b><u>ROAD #</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
Verulam – Edgewood Drive	First Street commonly called Edgewood Drive in the Hickory Beach Subdivision	from the easterly limit of Hickory Beach Road easterly to the end
Verulam – Parkhill Drive	Second Street commonly called Parkhill Drive in the Hickory Beach Subdivision from the easterly limit of Hickory Beach Road easterly	to the end
Verulam – Oakwood Drive	Third Street commonly called Oakwood Drive in the Hickory Beach Subdivision from the easterly limit of Hickory Beach Road easterly	to the end
Hickory Beach Road	A point 500 m north of North Bayou Rd	To the south end
Raven Lake Road	South Mountain Road	To the north end

2.04 **Schedule D:** That Schedule D to By-law Number 2005-328, Highways with a Speed Limit of 50 Kilometres per Hour, be amended by deleting the following:

<b><u>ROAD #</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
Bexley – Lakeshore and North Bay Drive	Southerly Junction	Northerly Junction – King’s Highway #48

and replaced with the following:

<b><u>ROAD #</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
North Bay Drive	Kawartha Lakes Rd 48	A point 1200 m south of Kawartha Lakes Rd 48

2.05 **Schedule E:** That Schedule E to By-law Number 2005-328, Highways with a Speed Limit of 40 Kilometres per Hour, be amended by adding the following:

<b><u>ROAD #</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
Laidlaw Drive	A point 650 m south of Balsam Lake Drive	To the south end
North Bay Drive	A point 1200 m south of Kawartha Lakes Rd 48	To the west end
Kenhill Beach Road	Thurstonia Road	The east end

2.06 **Schedule E:** That Schedule E to By-law Number 2005-328, Highways with a Speed Limit of 40 Kilometres per Hour, be amended by deleting the reference to Sturgeon Point Road:

<b><u>ROAD #</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
25 (Sturgeon Point Road between Conc. 10 & 11)	the north limit of the Village limits (a point 400 m south of the line between Lots 11 & 12, Fenelon Twp)	a point 605.6 m south of the lot line between Lots 11 & 12, Fenelon Twp.

and replacing it with the following:

<b><u>ROAD #</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
25 (Sturgeon Point Road)	100 m north of Golf Links Rd	Lake Ave

**Section 3.00: Administration and Effective Date**

- 3.01 **Administration of the By-law:** The Director of Engineering and Corporate Assets is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 22nd day of August, 2017.

<hr/> Andy Letham, Mayor	<hr/> Judy Currins, City Clerk
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The Corporation of the City of Kawartha Lakes

By-Law 2017 -

A By-Law to Amend the Township of Fenelon Zoning By-Law No. 12-95 to Rezone Land within the City of Kawartha Lakes

[File D06-17-022, Report PLAN2017-050, respecting Part of Lots 2, 3, 4, Block A and Part of the Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, geographic Township of Fenelon, identified as 2385 Glenarm Road – 2274919 Ontario Inc.]

Recitals:

- 1. Section 34 of the Planning Act authorizes Council to determine the appropriate zoning categories and provisions assigned to land.
- 2. Council has received an application to amend the categories and provisions relating to a specific parcel of land to permit a drive-thru facility as an additional use to the property in association with the proposed restaurant use on the property
- 3. A public meeting to solicit public input has been held.
- 4. Council deems it appropriate to rezone the Property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2017-\_\_.

Section 1:00 Zoning Details

1.01 **Property Affected:** The property affected by this by-law is described as Part of Lots 2, 3, 4, Block A and Part of the Dedication adjoining the Glenarm Road, Plan 312 and Part of Lots 36 and 37, RCP 545, geographic Township of Fenelon, City of Kawartha Lakes, and identified as 2385 Glenarm Road.

1.02 **Textual Amendment:** By-law No. 12-95 of the Township of Fenelon is further amended by deleting Section 17.3.18.1 in its entirety and replacing it with the following:

“17.3.18.1 In addition to the permitted uses in Section 17.1, on land zoned C2-18 the following uses are also permitted:

- i. Convenience store;
- ii. Drive-thru facility related to a restaurant use

17.3.18.2 Notwithstanding subsection 17.2, the following provisions shall also apply:

- |     |   |       |
|-----|---|-------|
| i.  | Minimum aisle width for drive-thru queue        | 3.0 m |
| ii. | Minimum number of vehicles for drive-thru queue | 25    |

On land zoned C2-18(H), removal of the holding symbol shall be in accordance with the following:

- i. The owner shall enter into a site plan agreement for the proposed development that addresses site servicing, stormwater management, traffic, landscaping, and illumination.”

**Section 2:00      Effective Date**

2.01    **Effective Date**: This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Sections 34 and 36 of the Planning Act.

By-law read a first, second and third time, and finally passed, this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Andy Letham, Mayor

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Judy Currins, City Clerk