

The Corporation of the City of Kawartha Lakes

Agenda

Committee of the Whole Meeting

COW2025-04

Tuesday, April 8, 2025

Open Session Commencing at 1:00 p.m.

Council Chambers

City Hall

26 Francis Street, Lindsay, Ontario K9V 5R8

Members:

Mayor Doug Elmslie

Deputy Mayor Charlie McDonald

Councillor Ron Ashmore

Councillor Dan Joyce

Councillor Mike Perry

Councillor Tracy Richardson

Councillor Pat Warren

Councillor Emmett Yeo

Vacancy - Ward 5

Please visit the City of Kawartha Lakes YouTube Channel at <https://www.youtube.com/c/CityofKawarthaLakes> to view the proceedings electronically.

Video and/or audio recording is not permitted during Council or Committee of the Whole Meetings, pursuant to Trespass to Property Act, R.S.O. 1990, c.T.21.

To speak to an Item on this Agenda you must submit a completed Deputation Request Form by Friday, April 4, 2025 at 12:00 p.m.

Accessible formats and communication supports are available upon request. The City of Kawartha Lakes is committed to accessibility for persons with disabilities. Please contact AgendaItems@kawarthalakes.ca if you have an accessible accommodation request.

1.	Call to Order	
2.	Adoption of Agenda	
3.	Disclosure of Pecuniary Interest	
4.	Deputations	
4.1	COW2025-04.4.1	12 - 34
	Overview of the Witness Blanket Art Exhibit in Support of Truth and Reconciliation to be Held at Trinity-St. Andrews Church, Cannington Sharon Windrow	
	That the deputation of Sharon Woodrow, regarding an Overview of the Witness Blanket Art Exhibit in Support of Truth and and Reconciliation to be Held at Trinity-St. Andrews Church, Cannington , be received; and	
	That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.	
4.2	COW2025-04.4.2	35 - 37
	Road Conditions on Mustang Drive, Emily Bob Connell	
	That the deputation of Bob Connell, regarding Road Conditions on Mustang Drive, former Township of Emily , be received; and	
	That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.	
4.3	COW2025-04.4.3	38 - 40
	Parking Fine and Signage Recommendations in Downtown Lindsay Wesley Found, Lindsay Downtown BIA Wayne English, Lindsay Downtown BIA	
	That the deputation of Wesley Found and Wayne English, of the Lindsay Downtown BIA, regarding Parking Fine and Signage Recommendations in Downtown Lindsay , be received; and	
	That this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.	

- 4.4 COW2025-04.4.4 41 - 43
- Property Tax Relief for Persons with Disabilities**
Bill McConnell
- That** the deputation of Bill McConnell, **regarding Property Tax Relief for Persons with Disabilities**, be received; and
- That** this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.
- 4.5 COW2025-04.4.5 44 - 46
- Request to Purchase the Road Allowance Adjacent to 15 Potts Shore Road, Fenelon**
Diana Keay, of D.M. Wills Associates Limited
Hayden Eltaii
- That** the deputation of Diana Keay, of D.M. Wills Associates Limited, and Hayden Eltaii, **regarding a Request to Purchase the Road Allowance Adjacent to 15 Potts Shore Road, Fenelon**, be received; and
- That** this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.
- 4.6 COW2025-04.4.6 47 - 49
- Road Conditions on Four Points Road, Dunsford**
Amanda Newton
David Newton
- That** the deputation of Amanda Newton and David Newton, **regarding Road Conditions on Four Points Road, Dunsford**, be received; and
- That** this recommendation be brought forward to Council for consideration at the next Regular Council Meeting.
5. **Correspondence**
6. **Presentations**
- 6.1 COW2025-04.6.1 50 - 72
- Agricultural Profile Update for Peterborough County and Kawartha Lakes**
Paul Buckley, of the Kawartha Lakes Haliburton Federation of Agriculture
Greg Bacon, of the Kawartha Lakes Haliburton Federation of Agriculture

That the presentation by Paul Buckley and Greg Bacon, of the Kawartha Lakes Haliburton Federation of Agriculture, **regarding the Agricultural Profile Update for Peterborough County and Kawartha Lakes**, be received; and

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

6.2 COW2025-04.6.2

Kawartha Lakes Agriculture and Food Action Plan 2020-2024 Presentation

Kelly Maloney, Economic Development Officer - Agriculture
Rebecca Mustard, Manager of Economic Development

That the presentation by Kelly Maloney, Economic Development Officer - Agriculture, and Rebecca Mustard, Manager of Municipal Law Enforcement and Licensing, **regarding the Kawartha Lakes Agriculture and Food Action Plan 2020-2024**, be received; and

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

6.2.1 Report ED2025-005

73 - 111

Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024 Report
Kelly Maloney, Economic Development Officer - Agriculture

That Report ED2025-005, **Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024 Report**, be received; and

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

6.3 COW2025-04.6.3

2024 International Plowing Match and Rural Expo Municipal Summary Report Presentation

Rebecca Mustard, Manager of Economic Development
Kelly Maloney, Economic Development Officer - Agriculture

That the presentation by Kelly Maloney, Economic Development Officer - Agriculture, **regarding the 2024 International Plowing March and Rural Expo Municipal Summary Report**, be received; and

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

2024 International Plowing Match and Rural Expo Municipal Summary Report

Kelly Maloney, Economic Development Officer - Agriculture

That Report ED2025-004, **2024 International Plowing Match and Rural Expo Municipal Summary Report**, be received; and

That the following fees charged per By-Law 2018-234, being a By-law to Establish and Require Payment of Fees for Information, Services, Activities and Use of City Property in The City of Kawartha Lakes (known as the Consolidated Fees By-law), relating to the International Plowing Match and Rural Expo, be waived:

- \$432.25 of water/wastewater consumption (per By-Law 2021-162 - Being a By-law to Regulate Water and Wastewater Services in the City of Kawartha Lakes);
- \$1,235.25 charged for waste removal and \$187.96 charged for septic removal (per By-Law 2024-235 - A By-Law for Collection and Management of Waste and Recyclables Within the City of Kawartha Lakes); and

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

Kawartha Lakes Fire Rescue Service 2024 Annual Report Presentation

Terry Jones, Fire Chief

That the presentation by Terry Jones, Fire Chief, **regarding the Kawartha Lakes Fire Rescue Service 2024 Annual Report**, be received; and

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

Kawartha Lakes Fire Rescue Service 2024 Annual Report

Terry Jones, Fire Chief

That Report FIRE2025-001, **Kawartha Lakes Fire Rescue Service 2024 Annual Report**, be received; and

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

6.5 COW2025-04.6.5

Encampment Response Update Presentation

Ron Taylor, Chief Administrative Officer
Cheryl Faber, Director of Human Services
Michelle Corley, Human Services Manager, Housing

That the presentation by Ron Taylor, Chief Administrative Officer, Cheryl Faber, Director of Human Services and Michelle Corley, Human Services Manager, **regarding the Encampment Response Update**, be received;
and

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

6.5.1 Report HS2025-003

Encampment Response Update and Council Policy

Michelle Corley, Human Services Manager, Housing

Note: Report HS2025-003 will be circulated with the Amended Agenda on Friday, April 4, 2025

7. Consent Matters

That all of the proposed recommendations shown in Section 7.1 of the Agenda be approved by the Committee of the Whole in the order that they appear on the Agenda, sequentially numbered and forwarded to Council for consideration at the next Regular Council Meeting.

7.1 Reports

7.1.1 LGL2025-004

166 - 210

Rental Protection By-laws - Preventing Renovictions and Conversion of Rental Housing to Non-Rental Use

Robyn Carlson, City Solicitor

That Report LGL2025-004, **Rental Protection By-laws – Preventing Renovictions and Conversion of Rental Housing to Non-Rental Use**, be received; and

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

7.1.2 PR2025-003 211 - 230

Parks and Facilities By-Law Update

Ryan Smith, Manager, Parks and Recreation

That Report PR2025-003, **Parks and Facilities By-Law Update**, be received;

That By-Law 2006-147, being the By-Law to Regulate Public Parks and Facilities, be amended, as outlined in Appendix A to Report PR2025-003;

That the necessary By-Law to amend By-Law 2006-147 be brought forward to Council for adoption; and

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

7.1.3 PR2025-004 231 - 252

Victoria Rail Trail By-Law Update

Ryan Smith, Manager, Parks and Recreation

That Report PR2025-004, **Victoria Rail Trail By-Law Update**, be received;

That a By-Law to Repeal and Replace By-Law 2007-107, being the By-Law to Regulate and Govern Trail Uses Along the Rail Trail Corridor in the City of Kawartha Lakes, be approved;

That the By-Law, substantially in the form attached as Appendix B to Report PR2025-004, be brought forward to Council for adoption; and

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

7.1.4 ED2025-002 253 - 303

2024 Kawartha Lakes Business Count

Rebecca Mustard, Manager, Economic Development

That Report ED2025-002, **2024 Kawartha Lakes Business Count**, be received; and

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

7.1.5 ED2024-011 304 - 334

Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon (Bobcaygeon Town Hall)

Emily Turner, Economic Development Officer - Heritage Planning

That Report ED2025-011, **Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon (Bobcaygeon Town Hall)**, be received;

That the Municipal Heritage Committee's recommendation to designate 55 Main Street under Part IV of the Ontario Heritage Act as being of cultural heritage value or interest be endorsed;

That staff be authorized to proceed with the process to designate the subject property under Part IV of the Ontario Heritage Act, including the preparation and circulation of Notices of Intention to Designate, consultation with the property owner and preparation of the designating by-laws; and

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

7.1.6 ENG2025-011 335 - 367

Request for an All-Way Stop - Mary Street West and Adelaide Street South, Lindsay

Gordon Archibald, Senior Engineering Technician

That Report ENG2025-011, **Request for All-Way Stop - Mary Street West and Adelaide Street South, Lindsay** be received;

That the installation of an all-way stop at the intersection of Mary Street West and Adelaide Street South, Lindsay, be approved;

That flashing red beacons be installed to provide a warning of the new all-way stop at this intersection;

That the necessary By-Law for the above recommendations be forwarded to Council for adoption; and

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

7.1.7 ENG2025-012 368 - 380

Request for Speed Posting on Valentia Road and an All-Way Stop at Valentia Road and Ramsey Road, Little Britain

Gordon Archibald, Senior Engineering Technician

That Report ENG2025-012, **Request for Speed Posting on Valentia Road and All-Way Stop at Valentia Road and Ramsey Road**, be received;

That Valentia Road from Little Britain Road to Ramsey Road be posted for speed at 60km/hr; and

That the installation of an all-way stop, with flashing beacons, at the intersection of Valentia Road and Ramsey Road, Little Britain, be approved;

That the necessary By-Laws for the above recommendations be forwarded to Council for adoption; and

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

7.1.8

ENG2025-013

381 - 383

Request for Changes to Speed Transition Zones

Joseph Kelly, Transportation Management Supervisor

That Report ENG2025-013, **Request for Changes to Speed Transition Zones**, be received;

That By-Law 2005-328, being a By-Law to Establish Speed Limits, be amended to change provisions regarding 60km/hr transition zones approaching hamlets to allow for a minimum length of 250m where the roadside environment allows;

That the necessary By-law for the above recommendations be forwarded to Council for adoption; and

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

7.1.9

ENG2025-014

384 - 390

Request for an All-Way Stop - Cambridge Street and Peel Street, Lindsay

Joseph Kelly, Traffic Management Supervisor

That Report ENG2025-014 , **Request for All-Way Stop – Cambridge Street and Peel Street, Lindsay** , be received;

That the installation of an all-way stop at the intersection Cambridge Street and Peel Street, Lindsay, be approved;

That the necessary By-Law for the above recommendation be brought forward to Council for adoption; and

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

7.2 Items Extracted from Consent

8. New or Other Business

8.1 COW2025-04.8.1

391 - 393

Memorandum Regarding an Ontario Digital Public Library
Councillor Joyce

That the Memorandum from Councillor Joyce, **regarding an Ontario Digital Public Library**, be received;

That the City of Kawartha Lakes encourage the Province of Ontario to support the creation of an Ontario Digital Public Library, in line with the recommendation from the Ontario Federation of Public Libraries (FOPL);

That a copy of this recommendation, as generally outlined in the draft letter attached to this Memorandum, be forwarded to the Premier of Ontario, the Minister of Tourism, Culture and Gaming, the MPP for Haliburton-Kawartha Lakes-Brock, the Executive Director of the Ontario Federation of Public Libraries and the Association of Municipalities of Ontario; and

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

8.2 COW2025-04.8.2

394 - 395

Memorandum Regarding an Exemption to Building By-Law Fees for Building Permits to Remove Storm Water Connections from the Municipal Sanitary Sewage System
Councillor Perry

That the Memorandum from Councillor Perry, **regarding an Exemption to Building By-Law fees for Building Permits to Remove Connections Relating to Storm Water from the Municipal Sanitary Sewage System**, be received;

That the Chief Building Official bring forward an amendment to the fee schedule for By-Law 2024-219, being the By-Law to Provide for the Administration and Enforcement of the Building Code Act, 1992 within the City of Kawartha Lakes, to exempt applications related specifically to the plumbing modifications required to remove storm water connections from the municipal sanitary sewer system; and

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

9. Adjournment



Request to Speak before Council

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

Name: *

Sharon Woodrow

Address: *

[Redacted]

City/Town/Village:

[Redacted]

Province: *

[Redacted]

Postal Code:

[Redacted]

Telephone: *

[Redacted]

Email: *

[Redacted]

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Sharon Woodrow

Deputant Two:

First Name, Last Name

Please provide details of the matter to which you wish to speak: *

Neighbouring church, Trinity-St.Andrew's in Cannington, is hosting the Witness Blanket, www.witnessblanket.ca for 6 weeks Sept/Oct 2025. A massive art display tribute to Residential School survivors. A free exhibit open to all, school groups, public and all who want Truth and Reconciliation. We are asking for your recognition and support of this exhibit. This is not a religious endeavour but as churches were responsible, we want to educate and demonstrate our support for Truth & Reconciliation. We have the space and are honoured to be one of only 3 locations in Ontario to host this Replica of the Witness Blanket in Ontario in 2025.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

- Yes
 No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

Support and promotion of this exhibit.
We are open over Canada's National Day for Truth & Reconciliation and would like to plan special event around that. Sept 30th.
Support/endorsement appreciated. This exhibit is free to view. Groups, schools and public all invited.
Financial support to promote would be welcomed.

How would you like to complete your deputation? *

In Person in Council Chambers

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

Signature:

Sharon Woodrow

Date:

2/25/2025

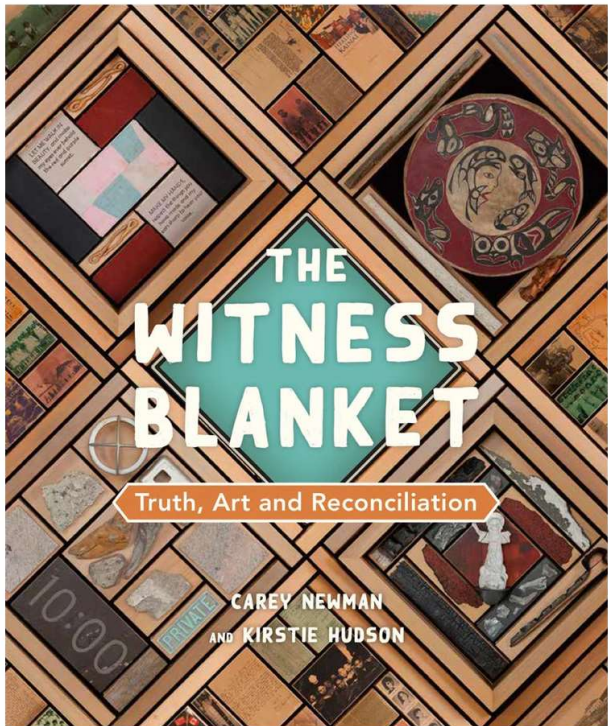


The personal information is being collected by the City of Kawartha Lakes for the principal purpose of a request to make a deputation to Committee or Council pursuant to the City's procedural by-law. This information, including all attachments submitted may be circulated to members of Council, staff,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

Do you agree to the publication of your contact information (including your address, telephone number and email) on the City's website as part of a meeting agenda? *

Please complete this form and return to the City Clerk's Office by submitting it online or:

Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca



The Witness Blanket : Truth



AA

goodminds.com







THE WITNESS BLANKET

Trinity-St.Andrew's United Church
September 7 - October 18, 2025

Witness Blanket Exhibit

A Tribute to Residential School Survivors

By artist and master carver, Carey Newman, dedicated to his father, a survivor

12 meters long by 3 meters high weighing over 2 tons

Made of BC Redwood Cedar

Working towards Truth and Reconciliation

Items Collected from Across Canada

Over 800 items were collected to form this exhibit

Items come from every school, government buildings and churches

Shoes, Skates, a Door Knob, Light Fixtures, A Yellow Plastic Mush Bowls, Pieces of the Fine China the Nuns and Clergy Used, Braids of Hair.....

Front and Center - The Door

The Door





Museum Winnipeg, Manitoba



Replica Travelling Witness Blanket

One of 2 Replica Travelling Exhibits

Original is maintained at the Canadian Museum for Human Rights
Winnipeg Manitoba

3 only locations in Ontario in 2025

Where is Cannington?

Located in Durham Region

CANNINGTON

SUNDERLAND

LINDSAY

PORT PERRY

OSHAWA

Directions

On a map of Southern Ontario - Cannington is at the Heart of Ontario

One hour straight North of Oshawa/Whitby

West of Simcoe St & East of Highway #12

30 minutes from Lindsay or Port Perry

Find More Information

www.witnessblanket.ca



September 30th National Day for Truth and Reconciliation



Remember the Children



Harm Caused for Generations

The ongoing harm caused was NOT Accidental!

It was one of the the goals of the system.

To kill the Indian in the child.

OUR REQUEST

Thank you for Support

Promote this Exhibit

Please come to the Opening and Closing Ceremonies

Encourage Others to Bear Witness

Miigwetch

Thanks for your support.

Witness Blanket Committee

Trinity-St.Andrew's United Church

Cannington, Ontario

September - October 2025



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

Name: *

Bob Connell

Address: *

[Redacted]

City/Town/Village:

[Redacted]

Province: *

[Redacted]

Postal Code:

[Redacted]

Telephone: *

[Redacted]

Email: *

[Redacted]

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Bob Connell

Deputant Two:

First Name, Last Name

Please provide details of the matter to which you wish to speak: *

I will be speaking on the road conditions of Mustang Dr. the lack of proper winter Maintenance, and the overall terrible condition all year long and lack of proper road Maintenance annually. We also have concerns over the safety of the 2 bridges that are on this road.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

Yes

No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

We are looking for a long term Maintenance plan to bring this road up to proper safety standards including the bridges. (preferably hard top the road) So we can safely drive on it all year long.

How would you like to complete your deputation? *

In Person in Council Chambers

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

Signature:

Bob Connell

Date:

3/3/2025



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City of Kawartha Lakes
City Clerk's Office
26 Francis Street, PO Box 9000
Lindsay, ON K9V 5R8
705-324-9411

Name: *

Lindsay Downtown BIA

Address: *

7 York Street South

City/Town/Village:

Lindsay

Province: *

ON

Postal Code:

K9V 6G7

Telephone: *

705-324-7710

Email: *

hello@lindsaydowntown.ca

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Wesley Found | Board Chair

Deputant Two:

Wayne English | Community Liaison

Please provide details of the matter to which you wish to speak: *

The Lindsay Downtown BIA wishes to address recent changes to parking fines in Downtown Lindsay and propose adjustments to the fine structure, as well as enhancements to signage. As always, we aim to advocate for a balance between effective parking enforcement and maintaining a welcoming atmosphere for visitors, and wish to inform Council of some recent concerns that we believe may have a detrimental effect to our downtown atmosphere as a result of recent changes to the municipality's parking by-law.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

Yes

No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

Summary of Requests to City of Kawartha Lakes Council:

1. Incremental Increase of Parking Fines We request that the fines for the most common parking infractions in Downtown Lindsay be incrementally increased over a five-year period, as detailed in the attached table. This approach aims to balance enforcement with community needs.
2. Enhanced Signage for Free Parking We request the creation of additional signage to inform visitors of the two-hour free parking on downtown Lindsay's streets. This signage, featuring the Lindsay Downtown BIA's branding, will promote free parking as an enhanced service of our downtown. We propose that this signage be installed on all downtown lampposts to maximize visibility and awareness.

How would you like to complete your deputation? *

In Person in Council Chambers

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Signature:

Melissa McFarland | Executive Director

Date:

3/7/2025



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

Name: *

Bill McConnell

Address: *

[Redacted]

City/Town/Village:

[Redacted]

Province: *

[Redacted]

Postal Code:

[Redacted]

Telephone: *

[Redacted]

Email: *

[Redacted]

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Bill McConnell

Deputant Two:

First Name, Last Name

Please provide details of the matter to which you wish to speak: *

I only recently became aware of the disability relief support for property taxes on the kawartha lakes website. Im hoping to recieve the psst two and a half years since my disability date was july 2022..during these past two years i used my credit card to help pay for my property taxes not at all aware there was a 300.00 per year relief program available.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

Yes

No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

My hope is to provide proof of my disability to qualify for the two plus years i am seeking retroactively as a reliable responsible tax osying resident of kawartha lakes these past 7 years.

How would you like to complete your deputation? *

In Person in Council Chambers

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

Signature:

Bill McConnell

Date:

3/26/2025



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

Do you agree to the publication of your contact information (including your address, telephone number and email) on the City's website as part of a meeting agenda? *

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

Name: *

Diana Key, D.M. Wills Associates Limited

Address: *

150 Jameson Drive

City/Town/Village:

Peterborough

Province: *

Ontario

Postal Code:

K9H 0B9

Telephone: *

7057422297

Email: *

dikeay@dmwills.com

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Diana Key

Deputant Two:

Hayden Eltaii

Please provide details of the matter to which you wish to speak: *

Address Council regarding the purchase of a shore road allowance denied by the City.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

Yes

No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

For Council to reverse the decision and allow for the purchase of the shore road allowance.

How would you like to complete your deputation? *

In Person in Council Chambers

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

Signature:

Diana Keay

Date:

3/27/2025



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

Do you agree to the publication of your contact information (including your address, telephone number and email) on the City's website as part of a meeting agenda? *

Please complete this form and return to the City Clerk's Office by submitting it online or:

Fax: 705-324-8110 Email: agendaitems@kawarthalakes.ca



Request to Speak before Council

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

RECEIVED

MAR 25 2025

OFFICE OF THE CITY CLERK
KAWARTHA LAKES

Name: *

Amanda Newton

Address: *

[Redacted]

City/Town/Village:

[Redacted]

Province: *

[Redacted]

Postal Code:

[Redacted]

Telephone: *

[Redacted]

Email: *

[Redacted]

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Amanda Newton

Deputant Two:

David Newton

Please provide details of the matter to which you wish to speak: *

Dave + Carol Newton reside at [REDACTED] Four Points Rd.,
Dunstford ON. The road continues to be
problematic in terms of several potholes,
inhibiting Carol Newton to be able to travel
the road due to ~~be~~ spine fractures. The rest
of the road inhabitants also are extremely
concerned about the state of the road,
feeling it is unsafe to travel on.

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

- Yes
 No

If yes, Which department and staff member(s) have you spoken to?

Customer Service Case # [REDACTED]

What action are you hoping will result from your presentation/deputation? *

Rather than simply grading the road only to have all the potholes resurface within weeks, that a more productive and longer-lasting resurface will take place as soon as possible.

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

Signature:

J. Newton

Date:

Mar. 25 /25

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Do you agree to the publication of your contact information (including your address, telephone number and email) on the City's website as part of a meeting agenda? *

Yes

No

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Request to Speak before Council

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

Name: *

Paul Buckley

Address: *

[Redacted]

City/Town/Village:

[Redacted]

Province: *

[Redacted]

Postal Code:

[Redacted]

Telephone: *

[Redacted]

Email: *

[Redacted]

There can be a maximum of two speakers for each deputation. Please list the name(s) of the individual(s) who will be speaking. The names that are listed here will be included on the Council Meeting Agenda.

Deputant One:

Paul Buckley

Deputant Two:

Greg Bacon

Please provide details of the matter to which you wish to speak: *

Presentation of Agricultural Profile Report completed for KLHFA; summary and key findings, strengths and weaknesses of local ag sector. Update on KLHFA and activities.

only able to upload exec summary of report through this site

Please attach any additional supporting documents you wish to provide and submit with this completed form.

Have you discussed this matter with City Staff?

Yes

No

If yes, Which department and staff member(s) have you spoken to?

What action are you hoping will result from your presentation/deputation? *

Bring more awareness of ag sector
outline value of ag sector
increase engagement with KLHFA
increase attendance of Council and key staff to annual VIP ag tour

How would you like to complete your deputation? *

In Person in Council Chambers

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

Signature:

Paul Buckley

Date:

2/4/2025



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EXECUTIVE SUMMARY

MARCH 1, 2024



Funding for this project was provided by:



Prepared by:

Planscape Inc.
104 Kimberley Avenue
Bracebridge, ON P1L 1Z8



AGRICULTURAL PROFILE UPDATE

PETERBOROUGH COUNTY AND KAWARTHA LAKES

1 Executive Summary

Both the City of Kawartha Lakes and Peterborough County contain significant areas of farmland reflecting a history of over 200 years of robust and ever-evolving agricultural operations. In 2023, the Peterborough County Federation of Agriculture in cooperation with the Kawartha Lakes Haliburton Federation of Agriculture retained Planscape to update the understanding of the state of agriculture in these two municipalities.

The purpose of this report is to provide an update on the agricultural profile of the County of Peterborough and the City of Kawartha Lakes. In 2006, an extensive Agricultural Economic Impact and Development Study was completed by Planscape, followed by a partial update in 2016 called Farmland, Farmers and Food Production in Peterborough County by Sustainable Peterborough Future of Food and Farming Working Group Farmland Task Force. This report uses these two historical reports as well as the 2011, 2016 and 2021 Agricultural Census data to provide a clear and relevant picture of the status of agriculture in the study area. The report also describes some of the broader trends affecting the agricultural industry. The intent is to identify relevant trends that will support decision-making regarding future agricultural policies and initiatives. This report does not include an update to the economic impact analysis of the agricultural sector.

The study area for this report is the geographical County of Peterborough and the City of Kawartha Lakes¹. The reporting is structured based on the Statistics Canada Census Divisions, which include the area municipalities of:

- Kawartha Lakes
- Peterborough, broken down by;
 - Township of Asphodel-Norwood
 - Township of Otonabee-South Monaghan
 - Township of Cavan Monaghan
 - Township of Selwyn (now contains the City of Peterborough)
 - Township of Douro-Dummer
 - Township of Havelock-Belmont-Methuen
 - Township of Trent Lakes (now contains North Kawartha)

¹ References to Peterborough throughout this report are references to the County, not the City. References to Kawartha Lakes or the City are references to the City of Kawartha Lakes.

Data for the City of Kawartha Lakes has been presented for one unit. When the former municipalities that comprised the County of Victoria were amalgamated into the City, the area was consolidated as one census unit. It should also be noted that due to reliability issues, Statistics Canada has suppressed the data for certain factors in the Townships of Havelock-Belmont-Methuen and Trent Lakes. Where a column is blank, it is because the data is not reliable, not because there are no farming operations in the area. A more detailed explanation of Statistics Canada’s approach to handling of data for these municipalities is contained in Appendix 1².

In conducting this study, several observations have been made about the agriculture sector in Peterborough and Kawartha Lakes. Based on our previous work in this area, and in other areas of southern Ontario, these observations are organized as strengths, concerns, opportunities, and thoughts about ongoing support for the sector. **Executive Summary Figure 1** provides a snapshot of the key characteristics of the agricultural sector in the study area. **Executive Summary Figure 2** provides a summary table of all the agricultural profile statistics that form this update. **Executive Summary Figures 3 and 4** graphically illustrate the key profile statistics for Kawartha Lakes and Peterborough.

1.1 Strengths

Agriculture in Peterborough and Kawartha Lakes continues to be a major component of the regional economy and the dominant land use. It is a strong, well-established industry with deep historic roots and a varied production profile. Agriculture is well supported by municipal policy and through programs focused on the agri-food sector. Both jurisdictions have economic development functions to support and enhance the operations and profile of agriculture. Historically, Kawartha Lakes has had a dedicated rural economic function that excels at supporting agriculture and related activities.

In the 2006 economic assessment of the impact of agriculture and agriculturally related businesses conducted by Planscape, it was determined that the economic output of the primary agricultural sector in the study area had a significant impact on the regional economy. Given the growth of economic returns generated by the sector, the number of agricultural-related businesses in the area, and the strong link to tourism and other economic sectors, it is expected that this impact continues and may have increased.

² Appendix 1, pg. 128. Statistics Canada - Frequently asked questions on random tabular adjustments (RTA) https://www.statcan.gc.ca/en/statistical-programs/document/3438_D4_V4

The profile of agriculture in the study area is diverse, providing flexibility to respond to evolving opportunities. The geography of the study area, particularly in Peterborough, has limited the trend of farm consolidation to ever larger farming operations, which can reduce the rural population and negatively impact rural communities. Maintaining smaller farm sizes focused on a diverse range of commodities supports local services and retains community.

Peterborough and the City of Kawartha Lakes are areas with a strong agricultural tradition. This strength should not be taken for granted. There are many pressures impacting the agricultural industry today as it struggles to cope with international competition, government regulation and various crises. Management of the resource, coupled with progressive economic development policies, will be critical to allow this resource to adapt and flourish.

1.2 Concerns

The decline in the agricultural land base and number of operations reported in the 2021 agricultural census is concerning. While it may be exaggerated due to the change made to the definition of a farm or agricultural operation for the 2021 agricultural census, there is still a significant ongoing decline in the amount of land used for agriculture. To provide further insight into this issue, data from the Municipal Property Assessment Corporation (MPAC) was reviewed. Although still reporting a decline in area, the MPAC data reports a larger area of farmland in 2021 than Statistics Canada.

The area of land reported by Statistics Canada is land that is farmed, not land that is designated agricultural and protected under planning policy. Comparing the area farmed to the area designated for protection in the local planning documents would provide additional insight into the future of the agricultural land base. Often land designated for future development is farmed until that development occurs. This can distort conclusions about the health of the sector.

Addressing the ongoing decline in the agricultural land area must be a major focus for sustaining the sector. Good agricultural land is a limited non-renewable resource that must be protected. Canada may be a huge country but in 2016, Statistics Canada reported that only 7% of its land mass was farmland, much less is prime agricultural land. Much of the prime land that can produce a wide range of commodities is in southern Ontario. The steady, ongoing decline in farmland is depleting this resource and reducing the ability to produce food.

There are significant differences in the requirements of farms related to factors including the type of crop produced and the size of the operation. Despite these differences, the planning controls imposed on agricultural land often operate on a “one size fits all” basis, based on the historic farm unit of one hundred acres with a house and a barn. Given the current trends to farm consolidations, advancing technology that allows smaller operations to thrive, different infrastructure requirements and the differences between those who farm full time and produce a significant amount of product and those who farm on a part time or recreational basis, this uniformity can create issues for farmers.

As in other parts of Ontario, the age profile of operators is rising in the study area with fewer younger operators moving in. The price of land, the cost of operating and uncertainty about revenue are deterrents to new operators. While there are factors including technology, which allow fewer farmers to run larger operations, this aging profile is a concern. In addition to fewer intergenerational transfers, younger people, not involved in agriculture, are often unaware of the opportunities the sector can offer. Circumstances need to be created which allow young people and other groups including recent immigrants, to be aware of the farming opportunities and enter the sector.

While climate change offers opportunities, it also introduces additional challenges. Issues related to increasing numbers of invasive species, changing weather patterns and extreme weather events require constant adjustments.

The study area is part of the Greater Golden Horseshoe and access to it has been vastly improved by upgrades in the provincial transportation system. This improved access, coupled with the cost and scarcity of housing in Toronto and its surrounding urban areas is driving up land prices and putting additional pressure for non-farm development in the study area. Changes under the current provincial government are proposed to many of the provincial policies designed to protect the agricultural land base and support the sector. Over the past decade, changes to provincial policy were designed to bring certainty to the sector. The recent actions of the current provincial government to reverse these controls have increased uncertainty for both farmers and municipal governments. Uncertainty about provincial direction makes it difficult to do business and is putting negative pressure on the land base.

Livestock related operations dominate the study area. To be successful, livestock operators need protection from non-farm development and general understanding of the resources and regulations these types of operations require to operate and expand. Often, livestock

operations can successfully operate on rural land, they do not require the soil capability of prime land for grazing. However, controls to protect the integrity of farming areas are less stringent on rural lands. With minimum distance separation requirements, and the conflict that can arise between livestock operators and non-farm residents, it is essential to provide separation. With the relatively small average farm size that characterizes much of the study area, this issue needs to be addressed on an on-going basis. If the proposed changes to provincial policy proceed, it may make it more difficult to maintain agricultural areas and separation of uses. This will have a negative impact on livestock operations.



Edge management at the interface between settlement areas and rural areas needs to be addressed to protect the integrity of the rural and agricultural areas. Buffers between urban and rural land uses of sufficient size to be effective, are necessary to protect agricultural lands and create a permanent separation between agricultural and urban uses.

In Kawartha Lakes, the amalgamation of the area into one census division has impacted the ability to understand trends in different parts of the City. Certainly, the nature of the land in the southern part of the City is better for crop producing agriculture. However, it is also the area closest to the Toronto centered urban area and therefore subject to pressure for non-farm development. By not having access to a better geographical breakdown of statistics related to the different areas, it is difficult to conduct a detailed analysis of area specific impacts.

As noted previously, suppression of data in Trent Lakes and Havelock- Belmont-Methuen creates similar problems and results in an underreporting of activity in those municipalities.



The increasing age profile of farmers and the lack of young farmers entering the sector, combined with a lack of succession planning, offers no certainty that existing farmers are formally planning to pass their operations to others.

Other conclusions reached as result of the analysis of the statistics confirm that while agriculture remains a dominant

sector in the study area, growth in the sector has been moderate. Although revenues have increased, so have expenses. There may be mitigating factors that help to explain the decline in the number of farms, in the number of operators, the aging profile and the smaller land base but these are concerning trends.

1.3 Opportunities

The study area has an established history of agriculture with local understanding and support. There is a strong historical and cultural network for the farming community and continued agricultural economic development efforts that enhance farms' profile and profitability. The economic impact assessment conducted in 2006, concluded that for each \$1 generated by the agricultural sectors there was a \$3 impact in the economy³. While this analysis is dated, it is likely given the growth in the sector, that this positive impact has been sustained.

The agri-food sector is the largest economic sector in the Ontario economy and a significant presence in the study area. Operations that sustain and support the growth of this sector strengthen the local economy while providing access to a local, safe food supply. Programs are in place to promote the local food system. As public interest in safe, healthy, local food continues to grow there is an opportunity to expand these programs.

Due to the topography of the study area, smaller farms predominate. This could provide an opportunity for new farmers to enter the sector at a lower cost.

³ Planscape, City of Kawartha Lakes and Greater Peterborough Area Agricultural Impact and Development Study, 2006, pgE3.

The diversity of products should continue to be encouraged as it buffers the industry from the negative impacts of a decline in price or demand for certain commodities.

The study area maintains the circumstances to support livestock operations. These opportunities are disappearing in other parts of the Greater Golden Horseshoe so operators in those areas are looking for alternative locations. There may be opportunities to encourage expansion of this form of agriculture. The more marginal lands in the northern part of the study area, which may be lower priced than more southerly prime land, may provide such an opportunity. There exists an established livestock sector with available resources, including grass lands for grazing and a large community pasture that can support additional livestock production.

Policies supporting communal facilities to support farm business such as abattoirs, cold storage, grain elevators, fertilizer mixing facilities, farm equipment mechanics and equipment dealers are key to sustainability and prosperity in the farm community. These services currently exist in the study area and will be attractive to farmers from other areas where these services are disappearing. Ongoing consultation with the agricultural sector will assist in protecting the existing infrastructure and addressing future needs.

Technology is constantly improving, providing opportunities for operations to increase efficiencies. Access to affordable, high-speed internet, three phase power, transportation networks and other modern infrastructure is critical for agricultural operations. Flexibility is essential to capitalize on technological advances. Understanding and responding to these needs will support ongoing modernization of the sector.

Canadian farmers are educated and progressive. Tracking of the adoption of new technologies for allowing more mechanization and environmentally sustainable practices confirms that farmers in the study area are part of this progressive movement.



Climate change is a reality and there is potential for Canadian agriculture to benefit because of it. A warming climate may provide opportunities for agriculture in certain regions with an expansion of the growing season due to milder and shorter winters. This could increase productivity and allow the production of new and potentially more profitable crops. For a high-latitude country like Canada, future warming is expected to be more pronounced than the global average. Northern regions and the southern and central Prairies will see more warming than other regions. Most regions will likely be warmer with longer frost-free seasons. Atmospheric carbon dioxide (CO²) concentrations are expected to increase in the future which promotes the growth of small grains and oilseeds by increasing photosynthesis and crop water use efficiency. Corn will mostly benefit from increased water use efficiency and less from increases in photosynthesis.⁴ Temperatures will rise, leading to longer growing seasons and with sustained access to water will increase productivity.

Conversely, other major growing areas of the world are expected to see a decline in productivity because of the warming climate and shortages of water. Canada is already a major exporter of agricultural products. With increased productivity, its role as a food basket for the world is expected to increase.

Covid, the war in Ukraine and other conflicts around the world have increased public understanding of the importance of sustaining a local food supply. This increased awareness may be an opportunity to expand education regarding food supply and local agriculture and the importance of supporting it.

There has been considerable advancement in the provincial policies related to on-farm and farm diversified uses. Kawartha Lakes and Peterborough County must consider how to benefit from the flexibility these policies offer while ensuring that such uses remain secondary or accessory to the main agricultural use. Scale and impact, both present and future, must be carefully considered in controlling these uses.

Farm enterprise zones, focused on existing settlements and planned through a secondary planning process could be used to accommodate agri-related businesses and support services, provide alternative locations for housing, focus on unique sectors in the agricultural area and support rural communities. It may be possible to apply a type of community improvement plan process to implement this approach.

⁴ [Climate change impacts on agriculture - agriculture.canada.ca](https://agriculture.canada.ca)

Both the County and City governments understand and support agriculture. The policies they have developed support the sector. This is a benefit when compared to more urban municipalities where the agriculture sector has little profile, is sometimes not as well understood and may not be appropriately addressed or protected in policy.

The total area of land under agricultural production in Canada was estimated by Statistics Canada in 2016 at less than 7.3%⁵. Of that, less than 5% is prime agricultural land, Class 1, 2 and 3, and only approximately .05% is Class 1⁶. Good agricultural land is a non-renewable resource that needs to be managed and protected. Strong tools including rigorous, enforced planning policies, the registration of agricultural easements, and access to land under circumstances that farmers can afford are required.

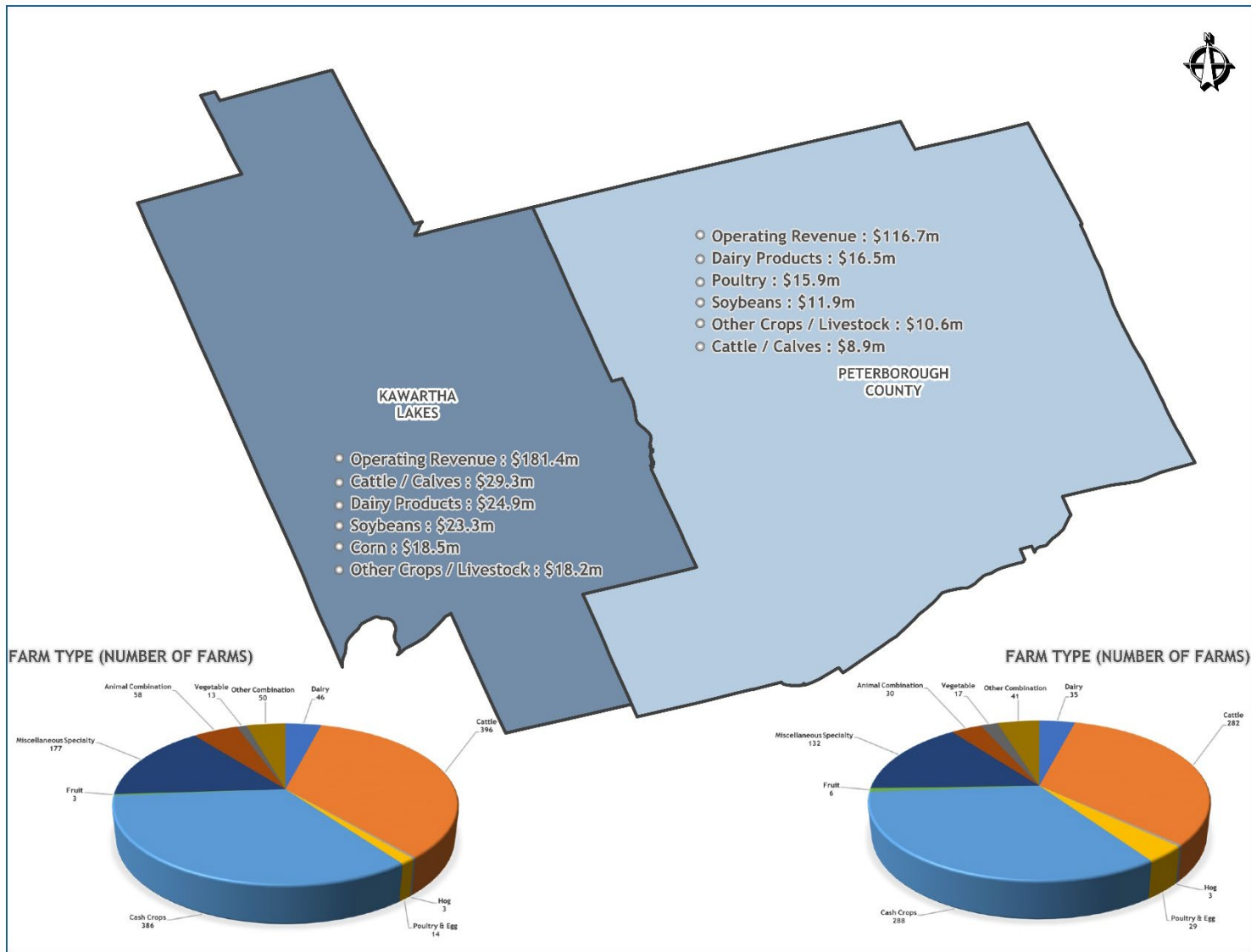
Kawartha Lakes and Peterborough are characterized by certain features that impact the type of agriculture that will thrive. With the exception of certain areas including the south part of Kawartha lakes and Selwyn, the varied topography tends to make large cash crop operations more difficult. A range of land types, including a large community pasture in Kawartha Lakes, supports livestock operations. The strong agricultural heritage attracts non rural residents to experience the rural lifestyle. These features should be the building blocks upon which programs to support agriculture are based. Threats such as non-farm development in agricultural areas must be controlled.

The study area has a valuable resource in its agricultural sector, which is and should continue to be, a major element in regional and local economic development strategies. In developing these strategies, a commitment to supporting the agricultural and agri-food sector developed in consultation with the agricultural community will be key.

⁵ [Snapshot of Canadian agriculture \(statcan.gc.ca\)](https://www150.statcan.gc.ca/n1/pub/26-262-x/2016001/article/14861-eng.htm)

⁶ <https://neptis.org/publications/chapters/where-are-significant-agricultural-lands-located>

EXECUTIVE SUMMARY FIGURE 1: SUMMARY OF NUMBER OF FARMS BY TYPE, OPERATING REVENUES AND KEY COMMODITIES' CASH RECEIPTS, 2021

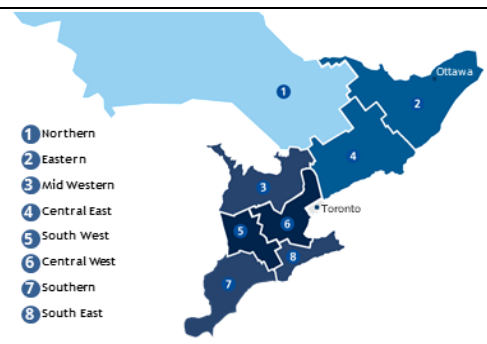


EXECUTIVE SUMMARY FIGURE 2: SUMMARY TABLE OF KEY AGRICULTURAL PROFILE CHARACTERISTICS

Characteristic	Kawartha Lakes				Peterborough			
Number of Farms	<p>There were 1,146 farms in 2021, 1,265 in 2016 and 1,366 in 2011.</p> <p>There was a reported decrease of 220 farms (19.2% between 2011 and 2021).</p> <p>The significant decline in number of reported farms may be due to the change in how Statistics Canada defines a farm.</p>				<p>There were 863 farms in 2021, 941 in 2016 and 1,053 in 2011.</p> <p>There was a reported decrease of 190 farms (22.0%) between 2011 and 2021.</p> <p>The significant decline in number of reported farms may be due to the change in how Statistics Canada defines a farm.</p>			
Area of Farmland	<p>There were 277,793 acres of farmland reported in the 2021 census, 309,405 acres in 2016 and 326,092 acres in 2011.</p> <p>Area of farmland has decreased by 48,299 acres (15%) between 2011 and 2021.</p>				<p>There were 180,372 acres of farmland reported in the 2021 census, 202,240 acres in 2016 and 228,936 acres in 2011.</p> <p>Area of farmland decreased by 48,564 acres (21%) between 2011 and 2021.</p>			
Average Farm Size	<p>Average Farm size in 2021 was reported as 242 acres, 245 acres in 2016 and 239 acres in 2011.</p> <p>Average area fluctuated from 239 Acres in 2011 to 245 Acres in 2016 with a slight decrease in 2021 to 242 Acres.</p>				<p>Average Farm size in 2021 was reported as 209 acres, 215 acres in 2016 and 217 acres in 2011.</p> <p>A slight decrease during the census years from 217 Acres in 2011 to 215 Acres in 2016 to 209 Acres in 2021.</p>			
Farms Classified by Total Farm Area	Farm Area Class	2011	2016	2021	Farm Area Class	2011	2016	2021
	Under 10 acres:	36	45	25	Under 10 acres:	26	38	28
	10 to 69 acres:	253	238	247	10 to 69 acres:	182	175	172
	70 to 129 acres:	410	356	320	70 to 129 acres:	331	289	268
	130 to 179 acres:	161	134	132	130 to 179 acres:	104	84	95

Characteristic	Kawartha Lakes				Peterborough			
	180 to 239 acres:	148	141	116	180 to 239 acres:	128	100	72
	240 to 399 acres:	160	166	148	240 to 399 acres:	133	120	111
	400 to 559 acres:	74	67	59	400 to 559 acres:	74	65	56
	560 to 759 acres:	47	46	39	560 to 759 acres:	30	32	28
	760 to 1,119 acres:	40	32	21	760 to 1,119 acres:	28	19	19
	1,120 to 1,599 acres:	14	17	17	1,120 to 1,599 acres:	11	14	8
	1,600 to 2,239 acres:	15	11	12	1,600 to 2,239 acres:	6	3	4
	2,240 to 2,879 acres:	3	10	6	2,240 to 2,879 acres:	0	2	2
	2,880 to 3,518 acres:	4	1	2	2,880 to 3,518 acres:	0	0	0
	3,520 acres and over:	1	1	2	3,520 acres and over:	0	0	0
Land Tenure (owned or rented)	The percentage of Farmland Area Owned and Rented has remained the same between 2011 and 2021 - Kawartha Lakes at 68% of land being Owned and 32% being Rented.				The percentage of Farmland Area Owned and Rented has remained constant with at least 70% of the lands being owned.			
Farms by Main Farm Type	<p>Cattle operations have increased in Kawartha Lakes since 2016. Cash crops and horse and pony farms show the most significant decline.</p> <p>The main commodities in Kawartha Lakes based on Number of Farms Reporting:</p> <ul style="list-style-type: none"> • 2011: Cash Crops (438), Cattle (411), and Miscellaneous Specialty (240). • 2016: Cash Crops (438), Cattle (367), and Miscellaneous Specialty (197). 				<p>Cattle and sheep are the only farm types showing growth since 2011. Horse and pony, cash crops and miscellaneous specialty farms show the greatest decline.</p> <p>The main commodities are:</p> <ul style="list-style-type: none"> • 2011: Cash Crops (351), Cattle (272), and Miscellaneous Specialty (198). • 2016: Cash Crops (319), Cattle (247), and Miscellaneous Specialty (166). 			

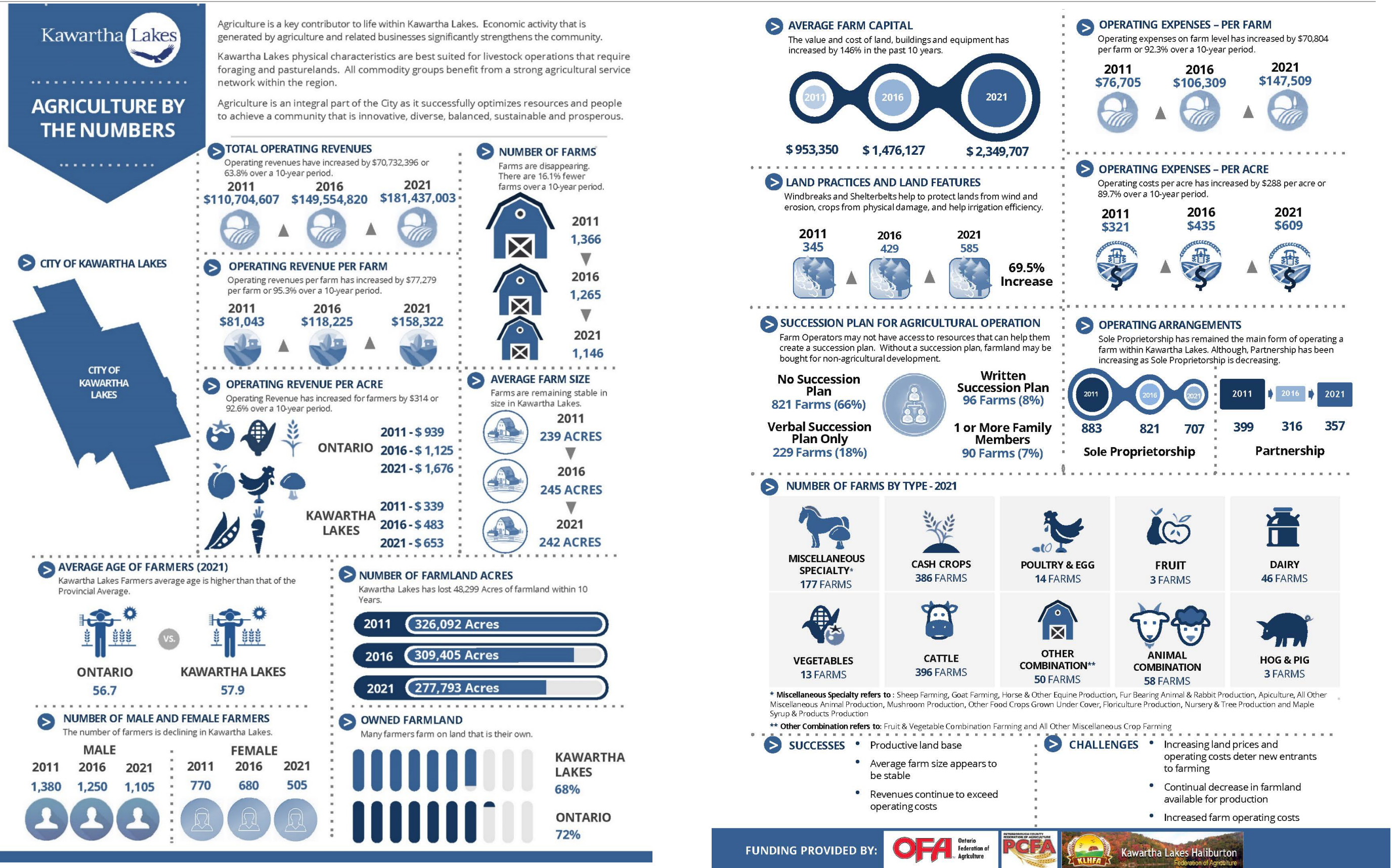
Characteristic	Kawartha Lakes	Peterborough
	<ul style="list-style-type: none"> 2021: Cash Crops (386), Cattle (396), and Miscellaneous Specialty (177). 	<ul style="list-style-type: none"> 2021: Cash Crops (288), Cattle (282) and Miscellaneous Specialty (132).
Estimated Farm Cash Receipts (by farm and commodity)	<p>There has been a significant increase in farm cash receipts.</p> <p>The greatest percent increases in farm cash receipts by commodity are Other Crops and Livestock (1483%), wheat (274% and Corn (113%).</p> <p>Cannabis is reported as Other Crops and Livestock and may explain the significant increase in this commodity classification.</p> <p>The decreases in farm cash receipts by commodity are Eggs (-100%) and Nursery (-37%).</p>	<p>There has been a significant increase in farm cash receipts.</p> <p>The greatest percent increases in farm cash receipts by commodity are Other Crops and Livestock (1488%), Eggs (324%) and Wheat (162%).</p> <p>Cannabis is reported as Other Crops and Livestock and may explain the significant increase in this commodity classification.</p> <p>The decreases in farm cash receipts by commodity are Nursery (-100%) and Dairy Products (-4%).</p>
Operating Revenue	<p>Total Operating Revenues increased from \$110,704,607 in 2011 to \$181,437,003 in 2021.</p> <p>Operating Revenues per Acre increased from \$339 per acre in 2011 to \$653 per acre in 2021.</p>	<p>Total Operating Revenues increased from \$78,543,529 in 2011 to \$116,692,862 in 2021.</p> <p>Operating Revenues per Acre increased from \$343 per acre in 2011 to \$647 per acre in 2021.</p>
Operating Expenses	<p>Farm Operating Expenses Per Acre has seen an increase from \$321 per acre in 2011 to \$609 per acre in 2021.</p> <p>Farm Operating Expenses Per Farm has seen an increase from \$76,705 per farm in 2011 to \$147,509 per farm in 2021.</p>	<p>Farm Operating Expenses Per Acre has seen an increase from \$296 per acre in 2011 to \$584 per acre in 2021.</p> <p>Farm Operating Expenses Per Farm has seen an increase from \$64,339 per farm in 2011 to \$122,008 per farm in 2021.</p>
Gross Profit	<p>Gross Profit per farm decreased \$1103 between 2016 and 2021.</p>	<p>Gross Profit per farm increased \$6,673 between 2016 and 2021. This trend is due to the significant increases in Otonabee-South Monaghan, Selwyn and Asphodel-Norwood.</p> <p>Otonabee-South Monaghan (\$19,921), Selwyn (\$8,910) and Asphodel-Norwood (\$7,379)</p>

Characteristic	Kawartha Lakes	Peterborough
		<p>experienced the largest increase in gross farm profit.</p> <p>Havelock-Belmont-Methuen and Trent Lakes no longer generate sufficient gross profit from their agricultural activities to be reported.</p>
Farm Capital	Average Farm Capital Per Farm has seen an increase from \$953,350 per farm in 2011 to \$1,476,127 per farm in 2016 to \$2,349,707 per farm in 2021.	Average Farm Capital Per Farm has increased from \$914,989 per farm in 2011 to \$1,266,461 per farm in 2016 to \$1,959,193 per farm in 2021.
Land Prices (Central East reporting area includes Kawartha Lakes and Peterborough)	<p>Land prices in Central East (that includes the study area) have increased by 32% between 2011 and 2021.</p> <p>Land prices per acre in Central East rose another \$2,400 per acre between 2021 and 2022.</p> <p>Across Ontario, land prices in Central West and Southwest show the steepest price increases while the northern area reports the slowest increase.</p>	
Farm Operators (number, age and characteristics)	<p>Total Number of Operators [All Farms] has seen a constant decline in the number of operators from 1,920 in 2011 to 1,105 in 2021.</p> <p>Total Number of Operators by Age Category [All Farms] has remained constant from 2011 to 2021 with the majority of operators being in the 55 year and older category.</p> <p>Average Age of Operators [All Farms] has increased slightly from 55.6 years in 2011 to 56.7 years in 2016 to 57.9 years in 2021.</p>	<p>Total Number of Operators [All Farms] has seen a constant decline in the number of operators from 1,460 in 2011 to 810 in 2021.</p> <p>Total Number of Operators by Age Category [All Farms] has remained constant from 2011 to 2021 with the majority of operators being within the 55 year and older category.</p> <p>The Average Age of Operators [All Farms] has increased from 56.5 years in 2011 to 57.3 years in 2016 to 58.7 years in 2021.</p>

Characteristic	Kawartha Lakes	Peterborough
Operating Arrangements	Sole Proprietorship, although decreasing over time, has remained the dominant operating arrangement for farms in Kawartha Lakes. Over 60% of the farms reporting in 2021 are operating under a sole proprietor.	Sole Proprietorship, although decreasing over time, has remained the dominant operating arrangement for farms within Peterborough. Over 58% of the farms reporting in 2021 are operating under a sole proprietor.
Paid Labour	<p>Data was only recorded in the 2016 and 2021 Agricultural Census.</p> <p>11% of farms have either full or part-time employees (131 of 1,146 farms).</p> <p>The number of operations employing seasonal or temporary workers declined from 26% to 13% (325 to 152 farms).</p> <p>The number of family members working in the farm unit is higher than the provincial average with 24% in 2021.</p>	<p>Data was only recorded in the 2016 and 2021 Agricultural Census.</p> <p>9% of farms have either full or part-time employees (79 of 863 farms).</p> <p>14% of farms in Otonabee-South Monaghan have paid employees.</p> <p>The number of operations employing seasonal or temporary workers declined from 36% to 19% (337 to 160 farms).</p> <p>The number of family members working in the farm unit is higher than the provincial average with 20% in 2021. The number is as high as 47% in Asphodel-Norwood and as low as 10% in Selwyn.</p>
Farming Practices	<p>In-field winter grazing of livestock remained steady at around 202 farms</p> <p>Land Practices of Shelterbelts or Windbreaks (Natural or Planted) within Kawartha Lakes has seen an increase from 345 (farms reporting) in 2011 to 585 (farms reporting) in 2021.</p>	<p>Land Practices of Shelterbelts or Windbreaks (Natural or Planted) within Peterborough has seen an increase from 267 (farms reporting) in 2011 to 439 (farms reporting) in 2021.</p>
Succession Planning	<p>821 farms out of 1,146 farms in Kawartha Lakes have no succession plan.</p> <p>Verbal succession plans are more prevalent than written succession plans.</p>	<p>614 farms out of 863 farms in Peterborough have no succession plan.</p> <p>Verbal succession plans are more prevalent than written succession plans.</p>

Characteristic	Kawartha Lakes	Peterborough
Technologies	<p>In Kawartha Lakes, automated guidance steering systems has increased 4%, GIS Mapping has increased 3% and 8 more farms were using robotic milking between 2016 and 2021.</p> <p>Adoption of new digital and robotic technology is quickly evolving in Ontario. Robotic milking equipment has seen a 112% increase in adoption from 2016 to 2021 provincially. Adoptions of GIS mapping system has increased by 58% from 2016 to 2021 provincially.</p>	<p>In Peterborough, automated guidance steering systems has increased 4%, GIS Mapping has increased 4% and 6 more farms were using robotic milking between 2016 and 2021.</p> <p>Adoption of new digital and robotic technology is quickly evolving in Ontario. Robotic milking equipment has seen a 112% increase in adoption from 2016 to 2021 provincially. Adoptions of GIS mapping system has increased by 58% from 2016 to 2021 provincially.</p>
Renewable Energy	<p>Solar energy adoption across the study area has been significant and widespread with adoption rates generally above the provincial average.</p> <p>190 farms are producing renewable energy, 108 farms are selling it, 5 farms have wind power, 128 farms have solar, 51 have bioenergy, 48 have biomass combustion energy, 3 have biomethane, 2 have another type of bioenergy (other biogas) and 32 farms have geothermal.</p>	<p>Solar energy adoption across the study area has been significant and widespread with adoption rates generally above the provincial average. Trent Lakes has increased n from 3 to 10 sites (+233%) and Cavan-Monaghan from 9 to 18 sites (+100%).</p> <p>169 farms are producing renewable energy, 87 farms are selling it, 0 farms have wind power, 128 farms have solar, 33 have bioenergy, 32 have biomass combustion energy, 0 have biomethane, 2 have another type of bioenergy (other biogas) and 24 farms have geothermal.</p>
Business Location Counts	<p>Agri-food businesses grew from 1,056 to 1,062 between 2016 and 2021. The number of businesses with employees grew by 20. The increases are seen in crop production operations (229 operations in 2016 to 324 in 2021). All other business types decreased over the same period.</p>	<p>Agri-food businesses declined by 97. Crop production businesses increased by 31 and Food, Beverage & Tobacco Manufacturing rose by 5 businesses. All other business types decreased between 2016 and 2021.</p>

EXECUTIVE SUMMARY FIGURE 3: CITY OF KAWARTHA LAKES INFOGRAPHIC OF KEY AGRICULTURAL PROFILE STATISTICS



AVERAGE FARM CAPITAL

The value and cost of land, buildings and equipment has increased by 146% in the past 10 years.

Year	2011	2016	2021
Capital	\$953,350	\$1,476,127	\$2,349,707

LAND PRACTICES AND LAND FEATURES

Windbreaks and Shelterbelts help to protect lands from wind and erosion, crops from physical damage, and help irrigation efficiency.

Year	2011	2016	2021
Practices	345	429	585

69.5% Increase

SUCCESSION PLAN FOR AGRICULTURAL OPERATION

Farm Operators may not have access to resources that can help them create a succession plan. Without a succession plan, farmland may be bought for non-agricultural development.

Plan Type	Farms	Percentage
No Succession Plan	821	66%
Verbal Succession Plan Only	229	18%
Written Succession Plan	96	8%
1 or More Family Members	90	7%

NUMBER OF FARMS BY TYPE - 2021

MISCELLANEOUS SPECIALTY*	177 FARMS
CASH CROPS	386 FARMS
POULTRY & EGG	14 FARMS
FRUIT	3 FARMS
DAIRY	46 FARMS
VEGETABLES	13 FARMS
CATTLE	396 FARMS
OTHER COMBINATION**	50 FARMS
ANIMAL COMBINATION	58 FARMS
HOG & PIG	3 FARMS

* Miscellaneous Specialty refers to: Sheep Farming, Goat Farming, Horse & Other Equine Production, Fur Bearing Animal & Rabbit Production, Apiculture, All Other Miscellaneous Animal Production, Mushroom Production, Other Food Crops Grown Under Cover, Floriculture Production, Nursery & Tree Production and Maple Syrup & Products Production

** Other Combination refers to: Fruit & Vegetable Combination Farming and All Other Miscellaneous Crop Farming

SUCCESSSES

- Productive land base
- Average farm size appears to be stable
- Revenues continue to exceed operating costs

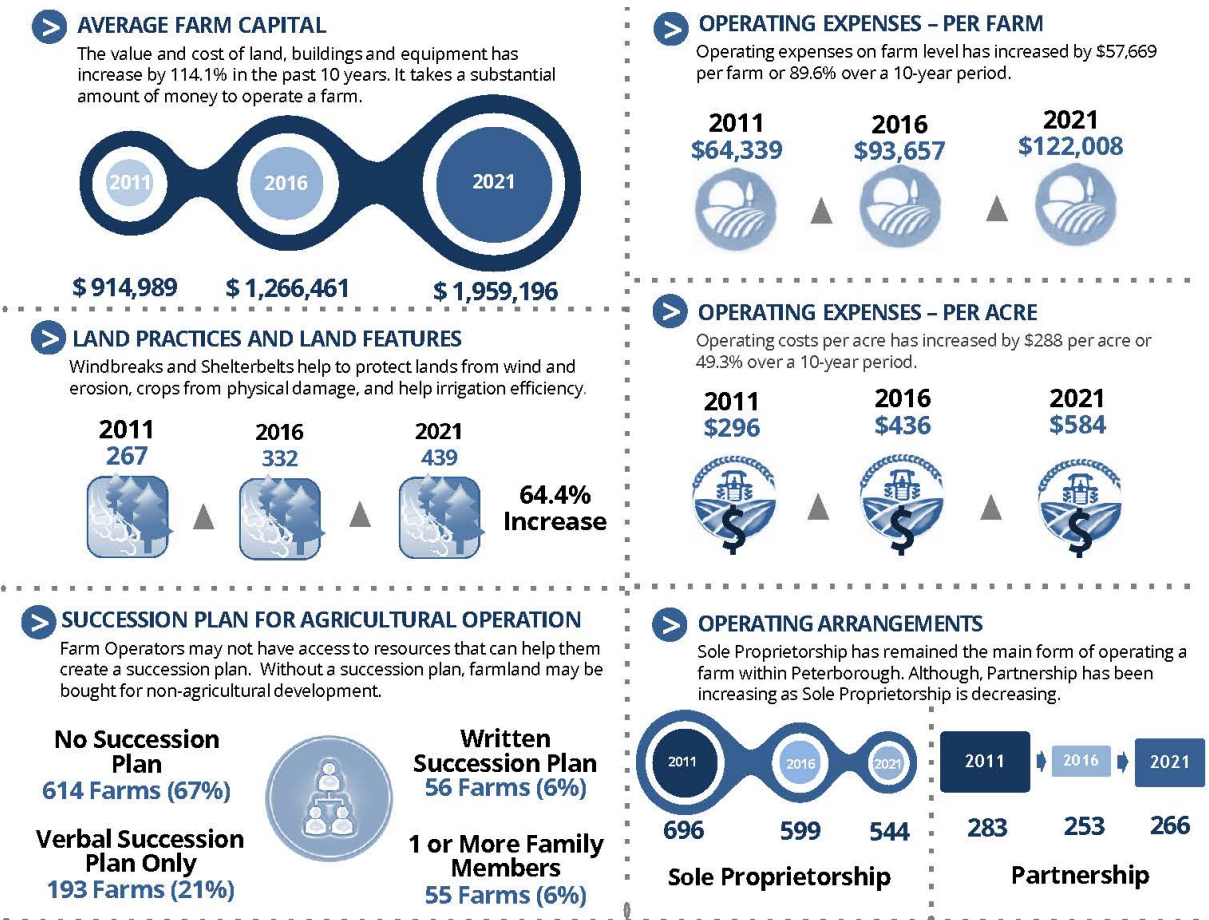
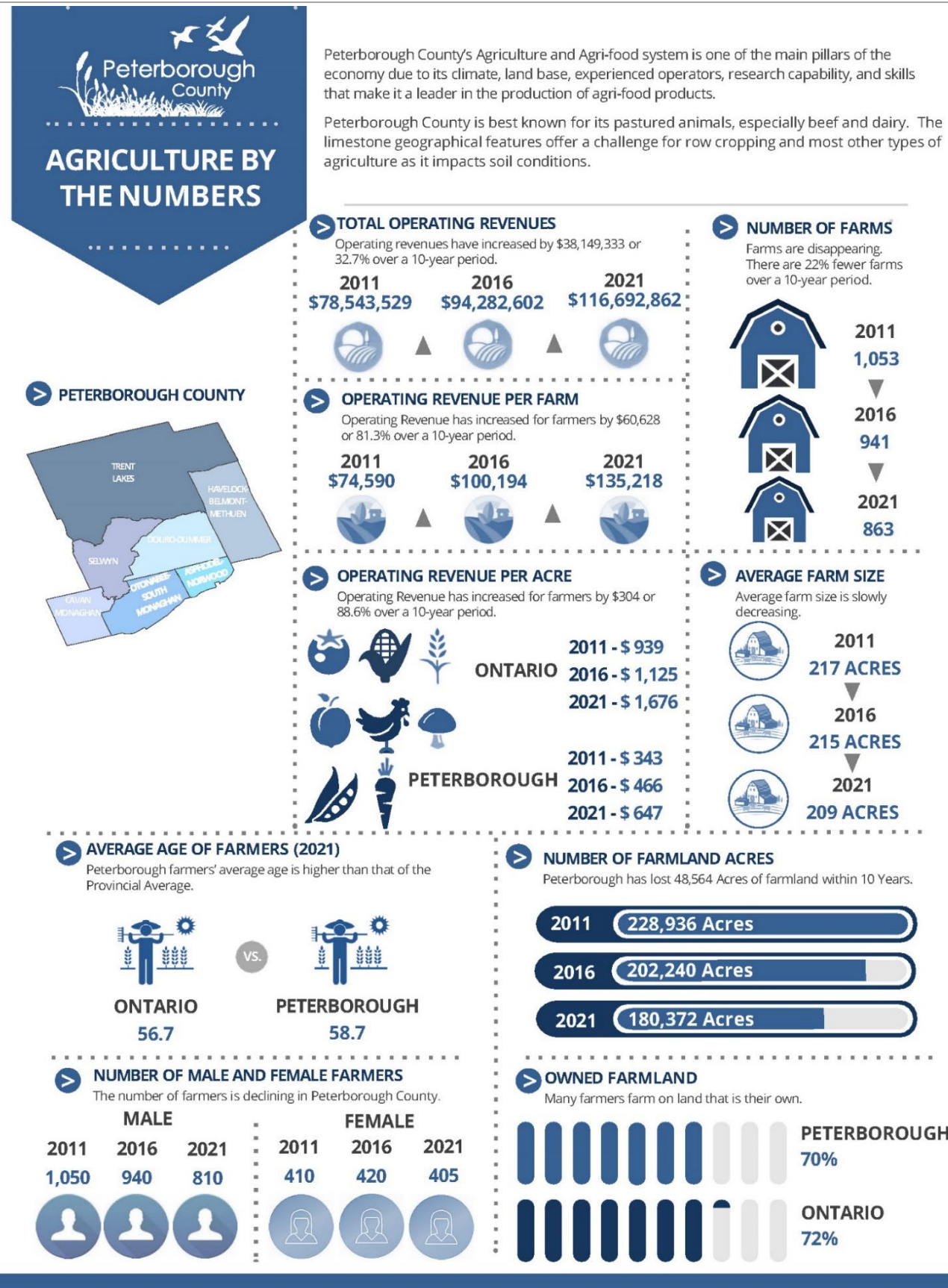
CHALLENGES

- Increasing land prices and operating costs deter new entrants to farming
- Continual decrease in farmland available for production
- Increased farm operating costs

FUNDING PROVIDED BY:



EXECUTIVE SUMMARY FIGURE 4: COUNTY OF PETERBOROUGH INFOGRAPHIC OF KEY AGRICULTURAL PROFILE STATISTICS



- SUCCESSSES**
- Productive land base
 - Average farm size appears to be stable
 - Revenues continue to exceed operating costs
- CHALLENGES**
- Increasing land prices and operating costs deter new entrants to farming
 - Continual decrease in farmland available for production
 - Increased farm operating costs





Committee of the Whole Report

Report Number: ED2025-005
Meeting Date: April 8, 2025
Title: **Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024 Report**
Description: A report to provide information on activities undertaken within the Action Plan
Author and Title: Kelly Maloney, Economic Development Officer - Agriculture

Recommendations:

That Report ED2025-005, **Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024 Report**, be received; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council Meeting of November 19, 2019 Council adopted the following resolution:

CR2019-640

Moved By Councillor Ashmore

Seconded By Councillor O'Reilly

That Report ED2019-019, **Kawartha Lakes Agriculture and Food Action Plan 2020-2024**, be received;

That the Kawartha Lakes Agriculture and Food Action Plan 2020-2024 be endorsed;

That in the first quarter of 2020 staff provide Council with an implementation plan detailing community partnership support and providing options for resourcing of identified municipal activities through future budgets; and

That the implementation plan identify the top 10 prioritized, actionable items.

Carried

The Kawartha Lakes Agriculture and Food Action Plan 2020-2024 is included as Appendix A for reference.

An updated Agriculture and Food Action Plan is part of the 2025 Operating Budget. This new Plan will replace the Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024.

The purpose of this report is to provide Council with a summary of the outcomes of the Kawartha Lakes Agriculture and Food Action Plan 2020-2024.

Rationale:

The agriculture and food sector in the City of Kawartha Lakes is not only a significant economic driver, but it contributes to the overall quality of life in the region. The municipality contains over 300,000 acres of farmland. Beyond primary production, a variety of agriculture and agri-food related businesses call Kawartha Lakes home, causing the Lindsay area to be known as a centre of agri-business, abundant in agricultural support and service businesses. These include input suppliers, equipment dealers, feed mills, insurance, legal, food processors, manufacturers, distributors and many others.

In 2019, Council endorsed the Agriculture and Food Action Plan to address ongoing challenges and stimulate sector growth. Now, in 2025, as we prepare to undertake an updated Plan it is appropriate to review the many actions which have been implemented, as well as those which are ongoing, and others which have yet to be implemented but should be considered for inclusion in the new plan. The work within the Plan was developed at a time when it had regard for the predecessor corporate strategic plan to the current 2024 to 2027 Strategic Plan and the former Economic Development Strategy. Additionally, with the adoption of the new Economic Development Strategy 2025 to 2029, it is an appropriate time to provide this wrap-up report on the previous Action Plan so that a renewed Plan may be developed which will ensure that strategic efforts continue to reflect current strategic direction and goals as well as to adapt to the evolution of opportunities and challenges in the agriculture and food sector.

Objectives of the Kawartha Lakes Agriculture and Food Action Plan 2020-2024

1. Continue excellence in agriculture and food business development and support services
2. Enhance agriculture and food workforce development activities
3. Ensure that municipal planning, infrastructure, and regulations facilitate agricultural development
4. Continue to build the Kawartha Lakes brand by supporting agriculture and food
5. Ensure that agriculture and food businesses are equipped to adapt to a changing climate

Goals of the Kawartha Lakes Agriculture and Food Action Plan 2020-2024

1. Ensure Kawartha Lakes maintains a supportive business environment where agri-businesses can expand and thrive
2. Enhance opportunities in value-added agriculture
3. Support agriculture and food education for students within Kawartha Lakes
4. Fill the gaps between the agri-food labour force and employer needs in Kawartha Lakes
5. Update Official Plan policies, and develop comprehensive zoning by-laws and other municipal policies to support agricultural development
6. Improve local infrastructure
7. Enact tax policies that support agricultural development
8. Streamline planning and building application processes for agri-businesses in Kawartha Lakes

9. Empower the Kawartha Lakes business community to promote agriculture and food
10. Continue to develop a strong Kawartha Lakes agriculture and food brand.
11. Strengthen the ability for the agricultural sector in Kawartha Lakes to mitigate and adapt to a changing climate

Outcomes of the Kawartha Lakes Agriculture and Food Action Plan 2020-2024

A number of activities were undertaken between 2020 and 2024 to implement the Plan. Several of the actions have been completed while others remain ongoing as next steps to address continued need. Of particular note, is the work undertaken by Council's Agricultural Development Advisory Committee in hosting the annual VIP Agricultural Tour for Council and staff familiarization, provision of skills development training for agriculture workers, the advancement of the Kawartha Choice FarmFresh local food program, public agri-food education through the annual Kawartha Farmfest event, and support for the development, expansion and sustainability of local agriculture and food businesses. Highlights of the actions and activities undertaken during that time can be found in Appendix B to this report.

Other Alternatives Considered:

No alternatives were considered.

Alignment to Strategic Priorities

The Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024 advanced all four priorities in the 2024-2027 Kawartha Lakes Strategic Plan:

1. A Vibrant and Growing Economy
2. An Exceptional Quality of Life
3. Healthy Environment
4. Good Government

While advancing all four priorities, the focus of the Action Plan was A Vibrant and Growing Economy.

Financial/Operation Impacts:

This report has no financial impacts.

Consultations:

While many members of staff, other levels of government staff, agencies, agricultural organizations and businesses were involved in the implementation of the Plan, none were directly consulted in the writing of this report.

Attachments:

Appendix A – Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024



ED2025-005
Appendix A

Appendix B – Kawartha Lakes Agricultural and Food Action Plan 2020 to 2024 Activities Update



ED2025-005
Appendix B

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services



Kawartha Lakes Agriculture and Food Action Plan 2020-2024

Farmers to Consumers: Growing Success 2.0



Kawartha Lakes Agriculture and Food Action Plan 2020-2024

Farmers to Consumers: Growing Success 2.0

Acknowledgements

The City of Kawartha Lakes, Economic Development



Project Team Members

Principal and Lead Consultant: Bronwynne Wilton, Wilton Consulting Group

Project Support: Krista Kapitan and Sean Simpson, Wilton Consulting Group



Project Steering Committee

The City of Kawartha Lakes Agricultural Development Advisory Committee

For more information, please contact:

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Economic Development, City of Kawartha Lakes

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For an alternate version of this document or supporting materials, please contact Kelly Maloney.

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1.0 Introduction

The agriculture and food sector in the City of Kawartha Lakes (the City) is not only a significant economic driver, but it contributes to the overall quality of life in the region. The City is characterized in part, by its 250 lakes, rivers and waterways, 9,500 acres of forests and over 300,000 acres of farmland. Agriculture plays a huge role in the City's economy considering agriculture, forestry, fishing and hunting make up over 4% of the workforce, compared to a provincial average of 1.49%.¹ Beyond primary production, a variety of agriculture and agri-food related businesses also play an important role in the City's economy. These include input and equipment suppliers, agricultural support businesses (i.e. veterinary services, financing, agronomists, etc.), food processors, manufacturers, distributors and other evolving industries.

In 2010, the City developed an Agricultural Action Plan (*Growing Success*) to address ongoing challenges and stimulate sector growth. Now, in 2019, many of the actions in *Growing Success* have been implemented on an ongoing basis. This renewed Action Plan builds upon *Growing Success* to ensure that strategic efforts in the City continue to adapt to the evolution of opportunities and challenges in the agriculture and food sector.

This Action Plan is a result of numerous forms of engagement with agriculture and food stakeholders (see section 2.2). This Action Plan is meant to be used to continue strategic efforts to support agriculture and food in the region. The City, through the Development Services Department, specifically Economic Development, will champion this work and track success. This a living document that will be implemented and updated as the sector evolves within the City and province.

This Action Plan is a living document that will be implemented and updated as the sector evolves.

¹ EMSI Canada Data (2016.3)

2.0 About the Agriculture and Food Action Plan

2.1 An Informed Action Plan

A Situational Analysis of Agriculture in Kawartha Lakes was used to inform the development of the Action Plan. The Situational Analysis compares census of agriculture data from 2011 and 2016 to identify trends and insights into the agriculture cluster in Kawartha Lakes. There are a number of insights identified through this work:

- There are fewer farms, but the farms are larger.
- Kawartha Lakes has seen a reduction in farmland area of 5.1% since 2011 (slightly less than that of the Central Ontario Region).
- Younger operators and women make up a larger share of farmers.
- Many farm operators also do off-farm work.
- Most farms are sole proprietorships.
- Kawartha Lakes has seen an increase in oilseed and grain-type farms, goats and rabbits. At the same time, the number of beef farms has decreased.
- In 2016, one in eight farms sold food directly to consumers.
- In 2016, 8.3% of Kawartha Lakes farms reported having a renewable energy-producing system on their operation.
- In 2016, farmers continued to report larger and more expensive equipment.
- Farms in Kawartha Lakes continue to use technology to drive management decisions.

The Action Plan aligns with a number of Kawartha Lakes strategies. These include the City of Kawartha Lakes Corporate Strategic Plan, the Economic Development Strategy and the Healthy Environment Plan, as well as the Cultural Master Plan and Destination Development Plan (Tourism Strategy), which are both under development.

The objectives in this Action Plan (described in section 5.0) align with the Kawartha Lakes 2017 Economic Development Strategy's agriculture and food cluster objectives. A cluster is a geographic concentration of businesses and associated institutions that strengthen each other because they are located in close proximity. The development of clusters is an effective economic development strategy to stimulate innovation, accelerate business growth and increase competitiveness. The agriculture and food cluster objectives are as follows:

- 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, employment, and tourism.

2.2 Engagement

Agriculture and Food Sector Survey

The City administered the Agriculture and Food OSPREY Survey during February-March 2019 to solicit input from local businesses on their current operations and future plans, workforce and thoughts on doing business in Kawartha Lakes. OSPREY is the Ongoing Survey Program: Retention, Expansion and Youth which was developed by the City and is used as a conversational tool with businesses. It includes a variety of multiple choice and open questions as well as selected questions from the Ontario Ministry of Agriculture, Food and Rural Affairs Business Retention and Expansion Survey. In total, 67 farmers and 11 other agri-businesses (including food processors, food storage, input suppliers and consultation/advisory support services) completed the survey.

Agricultural Summit

On March 28, 2019 48 producers and businesses from across the agri-food supply chain participated in a full-day planning session to help inform the revised Action Plan.

City of Kawartha Lakes Input

City staff, including the Economic Development Officer - Agriculture, and Economic Development team members, as well as other staff from across several departments and divisions were actively engaged to develop this Action Plan. As a result, the ground-work has been laid across the Corporation to facilitate opportunities to enact change benefiting the development of the agriculture and food cluster.

Agricultural Development Advisory Committee

The Agricultural Development Advisory Committee (ADAC) provides advice and assistance to Council and Economic Development. The ADAC optimizes economic opportunities focused on the growth and prosperity of rural areas and the agricultural sector in the City. Acting as the Project Steering Committee, ADAC participated in the survey, the workshop and met with the Project Team on June 13 and October 10, 2019 to provide insights for the renewed Action Plan.

2.3 Implementation

This Action Plan is a living document that should be implemented and updated as the sector evolves. The Action Plan, while belonging to council and assigned to the Development Services Department is a guiding document for the entire community and, will be led by the City's Economic Development Division and championed by the Economic Development Officer – Agriculture. The implementation will be a collaborative effort amongst a collective group of stakeholders throughout Kawartha Lakes to ensure long-term success. The new, enhanced and renewed actions are identified in the goal charts by priority within short, medium and long term timeframes. The Action Plan also supports the continuation of current core and committed activities. The Economic Development Officer - Agriculture at the City will support the Action Plan by directly advancing some of the action items as well as tracking success by others in the corporation and throughout the community. Where appropriate, the City will also look to

aligning with surrounding municipalities in order to maximize impact across the region in advancing the agriculture and food sector to remain at the forefront of agriculture and food development action.

3.0 Key Challenges and Opportunities

Throughout consultations, a number of challenges and opportunities emerged. As such, they are presented in this section to form the basis of the Action Plan (see section 6.0) for the next five years (2020-2024).

Workforce

Challenge

Unfilled labour requirements are a challenge in the City. This is in part due to willingness to work manual labour, inexperience with farm equipment and machinery, and the seasonality of some positions. The ability to find qualified candidates with an understanding of agriculture including livestock management and modern equipment/programming skills is a key challenge.

+

Opportunity

There is an opportunity to develop an agri-food labour force strategy that may include promotion of careers in agri-food and agriculture technology, attraction of newcomers to the sector, developing industry relationships for jobs fairs, and addressing management leadership skill gaps within local agri-food employers.

Incorporating training and education including pre-employment and incumbent upskilling, apprenticeships, engagement and retention of youth in the industry will be important.

Land Use

Challenge

There are barriers related to on-farm development with regards to the land-use policies and regulations for value-added opportunities.

+

Opportunity

Align the City's Official Plan language with the Provincial Policies for: "Agri-tourism uses", "Agriculture-related uses" and "On-farm-diversified uses, and create a modernized Comprehensive Rural Zoning Bylaw to reflect those enabling and progressive policies.

Ensure local bylaws do not restrict the development of local food systems. This includes zoning to allow for farm marketing opportunities and activities that strengthen community food security and economic development.

Infrastructure

Challenge

Ongoing challenges related to municipal infrastructure such as bridge and road maintenance; road width and other road safety considerations.

+ Opportunity

Coordination of policies across the City to ensure that agricultural stakeholders are routinely engaged throughout the infrastructure planning process.

Protecting Agricultural Land

Challenge

Access to and availability of prime agricultural land for current and future food production needs must be maintained at the local level to ensure the sustainability of the sector nationally.

+ Opportunity

Retain and strengthen strategic municipal policies and by-laws to ensure continued protection of agricultural lands.

Local & Export Development

Challenge

Despite great provincial and regional efforts, accessing local food remains a challenge for retailers and other service providers.

+ Opportunity

Empower the community to champion the Kawartha Lakes brand by promoting local food procurement within the City of Kawartha Lakes institutions.
At the same time the City should continue to promote Kawartha Lakes grown and raised agri-food products to serve national and international market demand.

Food Processing

Challenge

A key barrier hindering the ability to supply local markets is the availability of local processors.



Opportunity

While the presence of some processors are key assets, there would be considerable benefits to attracting additional food processors to the area.

Supporting the enhancement of value added agriculture and food processing including distribution is identified as a strategy to enhance the agriculture and food economy.

Innovation Adoption

Challenge

The changing climate presents both opportunities and risks for Kawartha Lakes' agri-food sector. Challenges include increased water stress, adaptive measures needed for crop selection and trying new plant varieties, adopting different soil and water management techniques, among others. The agriculture sector will need to implement innovative solutions to adapt to a changing climate.



Opportunity

The survey results showed that more than half of the respondents have or will adapt their current practices to respond to climate change.

Continue to encourage use of the Environmental Farm Plan amongst Kawartha Lakes farmers to improve environmental conditions of their operations.

Continue efforts to support technology improvements in livestock farming.

Continue collaboration with local post-secondary institutions that offer programs in Sustainable Agriculture and Food Systems.

Continue efforts to share research and development results to help producers adapt to climactic changes.

4.0 Kawartha Lakes Vision for Agriculture and Food 2024

The City of Kawartha Lakes agriculture and food cluster is a leader in the use of science and innovation, collaboration, education, and farm to fork excellence. The cluster is continuously improving and contributing to a healthy community, landscape, and environment.

5.0 Overview of Agriculture Action Plan Objectives and Goals

Objective	Goals
Continue excellence in agriculture and food business development and support services	<ol style="list-style-type: none"> 1. Ensure Kawartha Lakes maintains a supportive business environment where agri-businesses can expand and thrive 2. Enhance opportunities in value-added agriculture
Enhance agriculture and food workforce development activities	<ol style="list-style-type: none"> 3. Support agriculture and food education for students within Kawartha Lakes 4. Fill the gaps between the agri-food labour force and employers needs in Kawartha Lakes
Ensure that municipal planning, infrastructure, and regulations facilitate agricultural development	<ol style="list-style-type: none"> 5. Update Official Plan, comprehensive zoning bylaws and municipal policies to support agricultural development. 6. Improve local infrastructure 7. Enact tax policies that support agricultural development 8. Streamline planning and building application processes for agri-businesses in Kawartha Lakes
Continue to build the Kawartha Lakes brand by supporting agriculture and food	<ol style="list-style-type: none"> 9. Empower the Kawartha Lakes business community to promote agriculture and food 10. Continue to develop and strengthen Kawartha Choice FarmFresh as the local food brand
Ensure that agriculture and food businesses are equipped to adapt to a changing climate	<ol style="list-style-type: none"> 11. Strengthen the ability for the agricultural sector in Kawartha Lakes to mitigate and adapt to a changing climate

6.0 Action Plan

6.1 Continue Excellence in Agriculture and Food Business Development and Support Services

GOAL 1: Ensure Kawartha Lakes maintains a supportive business environment where agri-businesses can thrive.

#	Action Items	Proposed Lead and Support	Timeframe
1A	<p>Enhance the agriculture and food concierge “Pilot” service provided by Kawartha Lakes economic development to:</p> <ul style="list-style-type: none"> (i) Empower the pilot – Continue to develop CKL pilot project to guide agricultural businesses in development (single point of contact to support expansion, start up and investment) (ii) Communicate funding opportunities (iii) Help navigate land use policies, regulations and by-laws (iv) Support business planning with farmers (v) Succession planning support to ensure long term viability of agricultural production 	CKL Economic Development, ADAC, and seek additional community partnerships	Current/committed
1B	Together with Leading Livestock Genetics, host international industry groups and support international missions to continue to market Kawartha Lakes as a leader in livestock genetics with the aim to increase export sales.	CKL Economic Development and Leading Livestock Genetics	Current/committed
1C	Partner with the Canada-Ontario Export Forum, and Ministry of Agriculture, Food and Rural Affairs to host a bi-annual LEAP (Launch your Export Action Plan) Workshop within the region in partnership with neighbouring economic development offices.	CKL Economic Development	Medium term
1D	Explore the potential for a “Community Investment Fund” to be created by working with multiple investors (e.g. retired farmers, financial institutions, government agencies, business immigrants, etc.) which provides patient debt and equity capital for community economic development in the region, which can focus on value-added agri-food businesses as an investment stream.	Seek community partnerships	Long term

GOAL 2: Enhance opportunities in value-added agriculture.

#	Action Items	Proposed Lead and Support	Timeframe
2A	Provide support to develop on-farm markets and experiential agri-tourism, (how to expand/scale agri-tourism activities, funding opportunities, creating and help navigating modern policies and zoning bylaws).	CKL Economic Development, CKL Planning	Current/committed
2B	Promote existing commercial kitchen facilities in the City of Kawartha Lakes available to businesses for value-added processing.	CKL Economic Development, CKL Parks and Recreation	Short term
2C	Explore further investment in Kawartha Choice FarmFresh and continue to support collaborative networks where producers, processors and distributors can exchange market information and improve local and regional linkages (relates to Action 10E).	CKL Economic Development	Short term
2D	Develop a plan with goals and timelines to attract food processors and consumer goods processors to the area. Case studies to explore include Fairlife (Peterborough), Nith River Milling (Wellesley), etc.	CKL Economic Development and Planning, and seek community partnerships	Medium term
2E	Identify gaps in cold storage, distribution, processing and packaging infrastructure, and develop plan to support more efficient use and access to existing facilities.	CKL Economic Development	Medium term
2F	Expand the Community Improvement Plan to other areas to include support for on-farm diversified and food processing businesses. Examples of success include value added agriculture in Norfolk County, Haldimand County, and Elgin County.	CKL Economic Development, CKL Planning, CKL Finance	Medium term
2G	Create a land/property inventory as an up-to-date listing of all the agricultural lands and buildings available for sale or lease.	CKL Economic Development to seek community partnerships	Long term

6.2 Enhance Agriculture and Food Workforce Development Activities

GOAL 3: Support agriculture and food education for students within Kawartha Lakes.

#	Action Items	Proposed Lead and Support	Timeframe
3A	Conduct career days with agricultural sessions to connect agriculture and food business sector employers to potential employees showcasing the opportunity for career advancement pathways – with a focus on youth and underrepresented groups (i.e. Women, visible minorities, immigrants, etc.)	ADAC, CKL Economic Development to seek community partnerships	Short term
3B	Collaborate with school boards and local principals/vice-principals to promote the resources and programs available through AgScape and others to educate about agriculture and food workforce opportunities.	CKL Economic Development to seek community partnerships	Medium term
3C	Conduct farm tours for elementary and high school-age children.	Seek community partnerships	Medium term
3D	Work with local guidance councillors, school boards and principals/vice-principals to develop a more comprehensive Co-operative education or High Skills Major in Agriculture at local high schools and provide an opportunity to actively engage local youth with local agri-businesses.	CKL Economic Development	Medium term

GOAL 4: Fill the gaps between the agriculture and food labour force and employers needs in Kawartha Lakes.

#	Action Items	Proposed Lead and Support	Timeframe
4A	Find partners to explore an agriculture and food employee skills development program.	CKL Economic Development to seek community partnerships	Current/committed
4B	Provide training and support activities streamlining the hiring and on-boarding process for agriculture and food sector employers.	CKL Economic Development to seek community partnerships	Short term
4C	Partner with Victoria County Career Services (VCCS) to create an agriculture and food part-time jobs board and available labour pool to target recent retirees and other previously skilled professionals looking for part time work.	CKL Economic Development to seek community partnerships	Medium term
4D	Information sharing between local agri-food employers and secondary/post-secondary institutions on prospective co-op student opportunities (manual labour and skilled labour).	Seek community partnerships	Medium term
4E	Develop a regional agri-food labour force strategy.	Seek community partnerships	Medium term

6.3 Ensure That Municipal Planning, Infrastructure, and Regulations Facilitate Agricultural Development

GOAL 5: Update Official Plan, comprehensive zoning bylaws and municipal policies to support agricultural development.

#	Action Items	Proposed Lead and Support	Timeframe
5A	Update a clear definition, regulations and policies for on-farm diversification, value-added agriculture, and agri-tourism in municipal policies in advance of the Municipal Comprehensive Review (MCR) so as not to delay implementation of updated bylaws within the new Comprehensive Rural Zoning By-law.	CKL Planning, Council support	Current/committed
5B	Permit on-farm diversified uses provided they are compatible with, and do not hinder, surrounding agricultural operations.	CKL Planning, Council support	Current/committed
5C	Ensure local by-laws do not restrict the development of local food systems including zoning to allow for farm marketing opportunities and activities that strengthen community food security and local economic development.	CKL Planning, Council support	Current/committed
5D	Clearly identify permitted agricultural and agriculture-related uses, as well as on-farm diversified uses in agricultural zones in municipal policies and the comprehensive rural zoning by-law (use 2014 Provincial Policy Statement definitions of agriculture-related uses and on-farm diversified uses).	CKL Planning, Council support	Current/committed
5E	Protect agricultural land by supporting edge planning policies. Where high quality farmland is close to areas of concentrated growth use Edge Planning and Agricultural Impact Assessments to achieve compatibility between these two uses, edge planning and ensure the two can co-exist.	CKL Planning, Council support	Current/committed
5F	Continue to co-ordinate annual VIP agricultural tour for City of Kawartha Lakes staff and agency partners involved with agriculture and food businesses.	CKL Economic Development, ADAC	Current/committed
5G	Actively seek input from ADAC on municipal policies, regulations, and activities impacting agriculture to ensure sustainable local planning decisions.	CKL Planning, CKL Economic Development and other municipal stakeholders	Short term

GOAL 6: Improve local infrastructure.

#	Action Items	Proposed Lead and Support	Timeframe
6A	Review opportunities to improve understanding and support for tile drainage use by farms.	Seek partnerships	Current/committed
6B	Work with regional partners and governments to promote the importance of increasing access to natural gas, broadband and cellular expansion.	CKL Senior management council	Current/committed
6C	Continue to support rural infrastructure projects and apply for municipal infrastructure funding.	CKL Finance	Current/committed
6D	Strengthen the formal engagement policy for City staff to use when planning roads and other infrastructure development (i.e. bridges and municipal drains) to ensure agri-business needs are understood and accommodated by including a referral to ADAC.	CKL Departments, ADAC	Short term

GOAL 7: Enact tax policies that support agricultural development.

#	Action Items	Proposed Lead and Support	Timeframe
7A	Maintain a by-law with exemption from development charges for all new on-farm structures.	Council, CKL Finance, ADAC	Current/committed
7B	Continue to monitor provincial trends and the local needs of agriculture to discover best practices related to the farm tax ratio of the residential tax rate.	ADAC, CKL Finance, Council	Current/committed
7C	Consider passing a resolution supporting OFA policy on taxation for buildings used for value-added agriculture.	Council, CKL Finance, ADAC	Short term

GOAL 8: Streamline bylaw and planning application processes for agri-businesses in Kawartha Lakes.

#	Action Items	Proposed Lead and Support	Timeframe
8A	Within the development of the Comprehensive Rural Zoning Bylaw, ensure that clear language is used to define what non-agricultural activities are permitted as-of-right on agricultural lands within the agricultural system and which uses will require a public application/comment process to remove ambiguity which can cause unnecessary delays.	CKL Planning, Economic Development	Current/committed
8B	Consult with ADAC and local agriculture businesses to determine ways to streamline processes relating to regulations on building permits, development applications, fill permits, etc. and drainage ditch maintenance.	CKL Development Services, CKL Engineering & Assets, CKL Public Works	Short term
8C	Adopt a 'continuous improvement' approach to implementing future bylaw, planning and permitting processes to ensure a streamlined process. For example, when new by-laws and/or policies are put in place, a review of how agriculture and food businesses will interact with it will be conducted to ensure streamlined processes.	CKL Planning, Economic Development	Medium term

6.4 Continue to Build the Kawartha Lakes Brand by Supporting Agriculture and Food

GOAL 9: Empower the Kawartha Lakes business community to promote agriculture and food.

#	Action Items	Proposed Lead and Support	Timeframe
9A	Connect consumers to the Kawartha Lakes agriculture and food system by promoting culinary and agri-tourism experiences.	CKL Economic Development	Current/committed
9B	Continue to promote how Kawartha Lakes agriculture and food contributes to the environment, economy, local character, quality of life.	CKL Economic Development, ADAC, Council	Short term
9C	Support the development of a Kawartha Lakes agriculture and food ambassador program to help local businesses champion the image/brand to ultimately help local businesses prosper.	CKL Economic Development, seek community partners	Short term
9D	Permit seasonal or 'open-now' road-side signage and other safety signage within the sign by-law. (i.e. A-frame signs, "Active Farming Area" signage, horse and buggy caution signs on high traffic routes, etc.)	CKL Building	Short term
9E	Support the development of local food procurement policies by CKL institutions to support farmers and farm businesses. Supporting local food production, consumption and procurement helps the local economy and keeps local dollars in the community.	CKL Economic Development	Medium term

GOAL 10: Continue to develop and strengthen Kawartha Choice FarmFresh as the local food brand

#	Action Items	Proposed Lead and Support	Timeframe
10A	Continue to produce direct to consumer marketing business support activities (i.e. social media, online and print marketing-Kawartha Choice FarmFresh)	CKL Economic Development	Current/committed
10B	Develop a strategic plan to support and expand the Kawartha Choice FarmFresh program promoting local agriculture and food (includes details found in 2F).	CKL Economic Development	Current/committed
10C	Promote farm market opportunities to consumers, as well as events that promote direct to consumer opportunities.	CKL Economic Development	Short term
10D	Explore capacity for local food market in the winter months.	Seek community support	Medium term
10E	Explore the opportunity to further develop a “Farm Bucks/Market Bucks” – redeemable vouchers for local farm or farmers’ market purchases.	Seek community support	Medium term

6.5 Ensure That Agriculture and Food Businesses are Equipped to Adapt to a Changing Climate

GOAL 11: Strengthen the ability for the agricultural sector in Kawartha Lakes to mitigate and adapt to a changing climate.

#	Action Items	Proposed Lead and Support	Timeframe
11A	Support the implementation the Healthy Environment Plan to ensure the resiliency of the agriculture sector in Kawartha Lakes in the face of climate change.	CKL Development Services as per the Healthy Environment Plan	Current/committed

7.0 Appendices

Appendix A. March 28, 2019. Strategic Planning Session Overview

The purpose of today is to develop a community action plan to grow and strengthen our agriculture and food sector.

1. What would a successful sector look like?
2. What are the big challenges and opportunities?
3. Action plans: what steps, strategies, initiatives?

Agenda

SIGN IN	9:00
Welcome by Rebecca Parker, Chair of the Kawartha Lakes Agriculture Development Advisory Board Kelly Maloney, Agriculture Development Officer – introduce Facilitator and Consultants, Presenters, etc. Logistics – washrooms, phones, heat. Then do quick introductions of participants – Name, business or farm type and any ag association affiliations. Session objective overview.	9:30
<ol style="list-style-type: none"> 1. Kawartha Lakes Agriculture Profile – Carolyn Puterbough, OMAFRA (10 min.) 2. City of Kawartha Lakes Economic Development Strategy – Rebecca Mustard, Manager, Ec Dev (10 min.) 3. Agriculture & Food Survey Results – Wilton Group (30 min.) 	9:45
BREAK	10:45
<ol style="list-style-type: none"> 1. Review 2010 Agricultural Action Plan Accomplishments and compare to Agriculture Economic Development Industry Guiding documents - Kelly Maloney (20 min.) 2. Review/Discussion of Potential Opportunities found in the Guiding Documents – Panel – Kelly Maloney, Carolyn Puterbough, Rebecca Mustard, Bronwynne Wilton. (10 min.) 	11:00
Breakout #1 – Setting the Stage – Current Issues and Future Vision – Erik Lockhart (45 min.) <ol style="list-style-type: none"> 1. What are the issues, gaps and threats to the success of agriculture and food related businesses in Kawartha Lakes? 2. What opportunities are there for expanding the agriculture and food related business sector? In 20 years, what will a successful Kawartha Lakes agriculture and food sector look like? (keywords) 	11:30
LUNCH – hot local lunch – roast beef on a bun, mashed potatoes, Caesar salad, pickles, pies and cheesecakes.	12:15

<p>Breakout #2 – Developing the Vision and the Actions – Erik Lockhart</p> <ol style="list-style-type: none"> 1. Develop phrases which will form an updated vision statement for Kawartha Lakes Agriculture and Food Sector. 2. Components of the Action Plan - What actions can be taken to capture opportunities & address threats? Short, medium and long term initiatives 3. Criteria for success – Strengthening Agriculture - How do you measure success? 	1:00
<p>Conclusions – Next Steps –Kelly Maloney</p>	3:30

Kawartha Lakes Agriculture and Food Action Plan 2020 to 2024

Activities to date, December 2024

This is a high-level summary of activities undertaken.

Goal 1: Ensure Kawartha Lakes maintains a supportive business environment where agri-businesses can thrive.

Strategic Action (objective)	Status	Activity Highlights
1A Enhance the agriculture and food concierge “Pilot” service provided by Kawartha Lakes economic development to:	Complete	Day-to-day Pilot Services were provided by The Economic Development Officer - Agriculture (EDO-Ag).
1A(i) Empower the pilot – Continue to develop CKL pilot project to guide agricultural businesses in development (single point of contact to support expansion, start up and investment)	Complete	Formal Concierge Program was offered through the Economic Development Officer - Business (EDO-Business). The EDO-Ag provided additional support and consultation for agriculture sector businesses.
1A(ii) Communicate funding opportunities	Complete	Funding opportunities were shared on social media and through the Economic Development Newsletter
1A(iii) Help navigate land use policies, regulations and by-laws	Complete	Through speaking opportunities, consultations and inquiry responses agri-businesses are provided guidance and understanding on land use policies, by-laws and applicable regulations.
1A(iv) Support business planning with farmers	Complete	Business planning workshops have been hosted by the EDO-Ag such as Farm Financial Planning, and by the KLSBC, and others and were promoted through email, social media and the Economic Development Newsletter.
1A(v) Succession planning support to ensure long term viability of agricultural production	Complete	Several workshops on succession planning were shared by email, on social media and through the Economic Development Newsletter. Plans are in development by staff for a Kawartha Lakes succession planning workshop to be held in 2025.
1B Together with Leading Livestock Genetics, host international industry groups and support international missions to continue to market Kawartha Lakes as a leader in livestock genetics with the aim to increase export sales.	Complete	Sponsored an educational Symposium, video training and Ontario Summer Shows. Leading Livestock Genetics has completed its work and shut down operations as the need for a collaboration of export breeders has subsided.
1C Partner with the Canada-Ontario Export Forum, and Ministry of Agriculture, Food and Rural Affairs to host a bi-annual LEAP (Launch your Export Action Plan) Workshop within the region in partnership with neighbouring economic development offices.	Complete	Export Development workshops held by OMAFRA were promoted to businesses by email

<p>1D Explore the potential for a “Community Investment Fund” to be created by working with multiple investors (e.g. retired farmers, financial institutions, government agencies, business immigrants, etc.) which provides patient debt and equity capital for community economic development in the region, which can focus on value-added agri-food businesses as an investment stream.</p>	<p>Complete</p>	<p>KLBCDC offered a Value-Added Business Grant program. Invest Kawartha launched a new LEAP funding program to support not-for-profit granting.</p>
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Goal 2: Enhance opportunities in value-added agriculture.

Strategic Action (objective)	Status	Activity Highlights
2A Provide support to develop on-farm markets and experiential agri-tourism, (how to expand/scale agri-tourism activities, funding opportunities, creating and help navigating modern policies and zoning bylaws).	Complete	Hosted agri-tourism workshops (OCTA) and Tourism developed the Knapsack Program. Consultations with on-farm marketers and agri-experience providers. Expanded Agri-Experience exposure in KCFF program. Coached & held webinars on On-Farm Diversification and related to land-use policies.
2B Promote existing commercial kitchen facilities in the City of Kawartha Lakes available to businesses for value-added processing.	Complete	Connected businesses with commercial kitchens in Kawartha Lakes as well as the Ontario Agri-Food Venture Centre in Northumberland.
2C Explore further investment in Kawartha Choice FarmFresh and continue to support collaborative networks where producers, processors and distributors can exchange market information and improve local and regional linkages (relates to Action 10E)	In Progress	Expanded KCFF program with new website, formal social media program, greater public awareness through distribution of rack cards and promotional items for recognition of new logo and drive to website. Held Speed Dating Event, and successfully applied for RED funding to hold a 2-year project with local food producers and food buyers to scale-scale up to local food wholesale aggregation and distribution program in partnership with Peterborough and the Kawarthas Economic Development.
2D Develop a plan with goals and timelines to attract food processors and consumer goods processors to the area. Case studies to explore include Fairlife (Peterborough), Nith River Milling (Wellesley), etc.	Complete	Participated in Restaurants Canada Show and SIAL Canada Show in Toronto through the Ontario East Economic Development Commission to attract food processing to Kawartha Lakes, as well as to assist local food processing businesses in expanding their distribution networks.
2E Identify gaps in cold storage, distribution, processing and packaging infrastructure, and develop plan to support more efficient use and access to existing facilities.	In Progress	The aggregation and distribution local food wholesale project was designed to fill the gap in the local food value chain and expand opportunities for local food producers. Infrastructure and facilities will likely be utilized on producers' farms as the project continues.
2F Expand the Community Improvement Plan to other areas to include support for on-farm diversified and food processing businesses. Examples of success include value added agriculture in Norfolk County, Haldimand County, and Elgin County.	Not Yet Undertaken	Awaiting inclusion of provincial policies for On-Farm Diversified Uses to be included in Kawartha Lakes Official Plan and new Comprehensive Rural Zoning By-law to permit OFDU's on an as-of-right basis prior to engaging in discussions to expand CIP to include OFDU's
2G Create a land/property inventory as an up-to-date listing of all the agricultural lands and buildings available for sale or lease.	Not Undertaken	A very robust local agricultural real estate sector provides good connections in real time to available properties.

Goal 3: Support agriculture and food education for students within Kawartha Lakes.

Strategic Action (objective)	Status	Activity Highlights
3A Conduct career days with agricultural sessions to connect agriculture and food business sector employers to potential employees showcasing the opportunity for career advancement pathways – with a focus on youth and underrepresented groups (i.e. Women, visible minorities, immigrants, etc.)	Complete	In partnership with VCCS, Fleming College, and funded by the Province of Ontario, held skills development training programs over three years to attract and train new agriculture sector workers including visible minority clients moving off of social assistance. Workforce Development Board produced a new Agriculture Career ladder. Women's Entrepreneurship training programs held by the Kawartha Lakes Small Business Centre and Innovation Cluster for agricultural businesses led by women. Supported co-op and job trial placement connections with local farms and agri-businesses for international students, and new agricultural workers from Skill Development Fund program.
3B Collaborate with school boards and local principals/vice-principals to promote the resources and programs available through AgScape and others to educate about agriculture and food workforce opportunities.	Complete	Agri-food education tours held by Lindsay Exhibition and Bobcaygeon Fair utilizing AgScape materials as well as local farmers and agri-businesses to educate about agriculture and workforce opportunities. Participated in hosting Breakfast from the Farm event at Lindsay Fairground to showcase agriculture and educate public of all ages.
3C Conduct farm tours for elementary and high school-age children.	Complete	Promoted Kawartha Farmfest event to schools for family-based farm-tours.
3D Work with local guidance councillors, school boards and principals/vice-principals to develop a more comprehensive Co-operative education or High Skills Major in Agriculture at local high schools and provide an opportunity to actively engage local youth with local agri-businesses.	Complete	Promoted and supported connections for St. Thomas Aquinas and I.E. Weldon Agricultural High Skills Major programs. Participated in Job Fairs and Careers Events at IE Weldon and St. Thomas focusing on agricultural career opportunities.

Goal 4: Fill the gaps between the agriculture and food labour force and employers needs in Kawartha Lakes.

Strategic Action (objective)	Status	Activity Highlights
4A Find partners to explore an agriculture and food employee skills development program.	Complete	In partnership with VCCS, Fleming College, and funded by Ministry of Labour, held skills development training programs over three years to attract and train new agriculture sector workers including visible minority clients moving off of social assistance. Accessed funding to develop an Agricultural Equipment Operator training program at Fleming College, including the purchase of Agricultural Equipment Simulators to be used in the training for new operators. Accessed funding for the development of micro-credential courses in horticultural food production. Provided input as a community advisor to the Sustainable Agriculture program at Fleming College.
4B Provide training and support activities streamlining the hiring and on-boarding process for agriculture and food sector employers.	Complete	In partnership with VCCS worked with agricultural employers to develop job descriptions and shared on-boarding and training resources within the SkillsAdvance Ontario project and on an ongoing basis through Job Developers.
4C Partner with Victoria County Career Services (VCCS) to create an agriculture and food part-time jobs board and available labour pool to target recent retirees and other previously skilled professionals looking for part time work.	Complete	VCCS has an agriculture sector client services representative to directly support the recruitment needs for agriculture sector businesses and post available agriculture and food full-time, part-time and seasonal jobs. Career fairs at VCCS are promoted and supported through the Economic Development newsletter and direct email notifications including specifically agricultural and skilled trades roles.
4D Information sharing between local agri-food employers and secondary/post-secondary institutions on prospective co-op student opportunities (manual labour and skilled labour).	Complete	Connections by the EDO - Agriculture with program leaders and educators at St. Thomas Aquinas and I.E. Weldon regarding career days and sector opportunities directly with Agricultural High Skills Major participants and other students.
4E Develop a regional agri-food labour force strategy.	Complete	Workforce Development Board developed an agri-food labour force strategy for the Kawartha Region with input from local businesses and the Canadian Agriculture Human Resource Council strategy documents.

Goal 5: Update Official Plan, comprehensive zoning bylaws and municipal policies to support agricultural development.

Strategic Action (objective)	Status	Activity Highlights
5A Update a clear definition, regulations and policies for on-farm diversification, value-added agriculture, and agri-tourism in municipal policies in advance of the Municipal Comprehensive Review (MCR) so as not to delay implementation of updated bylaws within the new Comprehensive Rural Zoning By-law.	Complete	Participated as a member of the Technical Committee within the project led by Planning Division to develop a new Comprehensive Rural Zoning By-law (RZBL), combining former township by-laws and modernizing terminology. An Agricultural Development Advisory Committee member participated on Rural Zoning By-law Task Force. Limited provincial policies were included due to delays in initiating a Municipal Comprehensive Review. Some inclusions were permitted for farm production-related on-farm diversified uses (OFDU) supporting value-added agriculture and agritourism based on a fit with the current Kawartha Lakes Official Plan (KLOP). Additional inclusions may be possible with an upcoming update of the KLOP, along with updated policies within the Provincial Planning Statement 2024 (PPS 2024) and the updated Growth Plan.
5B Permit on-farm diversified uses provided they are compatible with, and do not hinder, surrounding agricultural operations.	Complete	Partial inclusions of on-farm diversified uses were added in the draft RZBL, however were limited due to the lack of current Provincial policies in the KLOP surrounding ODFUs and Agriculture Related policies. An update of the KLOP will be a future project led by Planning.
5C Ensure local by-laws do not restrict the development of local food systems including zoning to allow for farm marketing opportunities and activities that strengthen community food security and local economic development.	Complete	Through the development of the draft RZBL comments were provided by the EDO-Ag and ADAC to support the local agriculture and food systems and related zoning regulations to allow for farm marketing opportunities and strengthen community food security and local agricultural economic development. An ADAC member participated on the Rural Zoning By-law Task Force. The Kawartha Lakes Food Coalition continued Food Security Working Group activities including reporting efforts regularly to Council.
5D Clearly identify permitted agricultural and agriculture-related uses, as well as on-farm diversified uses in agricultural zones in municipal policies and the comprehensive rural zoning by-law (use 2014 Provincial Policy Statement definitions of agriculture-related uses and on-farm diversified uses).	In Progress	Limited inclusions for On-farm Diversified Uses were added to the new draft RZBL due to limited provisions in the original KLOP. Updates to KLOP to address the full inclusion of modern PPS definitions and policies for Agriculture Related Uses and On-Farm Diversified Uses and the resulting Zoning By-law provisions have not been undertaken by the Planning Division to date but are planned as future projects.
5E Protect agricultural land by supporting edge planning policies. Where high quality farmland is close to areas of concentrated growth use Edge Planning and Agricultural Impact Assessments to achieve compatibility between these two uses, edge planning and ensure the two can co-exist.	Complete	Active commenting is provided by the EDO-Ag for all planning applications on agricultural land to protect and preserve for agricultural uses, restricting non-agricultural uses where they impact agricultural uses or remove prime agricultural and rural lands from agricultural production. Where development is permitted, edge planning principals are recommended to mitigate impact and reduce potential for conflicts between opposing uses.

<p>5F Continue to co-ordinate annual VIP agricultural tour for City of Kawartha Lakes staff and agency partners involved with agriculture and food businesses.</p>	<p>Complete</p>	<p>The ADAC and Kawartha Lakes Haliburton Federation of Agriculture partner in delivering the annual VIP Agricultural Tour for members of Council, staff and local agencies to educate on agricultural businesses in the community and provide a forum to discuss issues.</p>
<p>5G Actively seek input from ADAC on municipal policies, regulations, and activities impacting agriculture to ensure sustainable local planning decisions.</p>	<p>Complete</p>	<p>ADAC provided comment to Council and staff regarding Cannabis Zoning By-law, Backyard Chickens, Aerial Spraying, Wild Parsnip, Wild Pigs, Rural Comprehensive Zoning By-Law drafts, Deadstock Disposal, Ministerial Zoning Orders, Drainage and Ditching, Avian Influenza, Provincial Policy Statement proposed changes, Roadside Cropping, draft Tree Preservation By-laws, road infrastructure for modern farm equipment, draft corporate strategic plans and a call for changes to the Cannabis Act.</p>

Goal 6: Improve local infrastructure

Strategic Action (objective)	Status	Activity Highlights
6A Review opportunities to improve understanding and support for tile drainage use by farms.	Complete	Included a stop on the VIP Agricultural Tour in 2023 to review an active drainage clean-out project, as well as several drive-by reviews over the years to see agricultural drains in various parts of Kawartha Lakes. Invited KL Drainage Superintendent to participate at the East Central Farm Show to expand access to local farmers, and increase understanding of support for drainage systems.
6B Work with regional partners and governments to promote the importance of increasing access to natural gas, broadband and cellular expansion.	Complete	Council support for natural gas projects in Fenelon Falls, Bobcaygeon and Omemee with some projects complete and some still in-progress, and participation in Eastern Ontario Regional Network as well as local project implementation for expansion of broadband and cellular coverage and addition of infrastructure such as fibre and reception towers.
6C Continue to support rural infrastructure projects and apply for municipal infrastructure funding.	Complete	Bridge reconstruction projects on River Road, St. Mary's Road, downtown redevelopment for Bobcaygeon, Coboconk, Fenelon Falls, and Omemee, intersection redevelopment at Duke Street in Bobcaygeon, and Hwy 7 from Omemee to Lindsay, are some of the infrastructure projects undertaken or in-progress. Robust efforts to create five-year (and longer) plans for redevelopment of road infrastructure undertaken by Engineering and Assets Department.
6D Strengthen the formal engagement policy for City staff to use when planning roads and other infrastructure development (i.e. bridges and municipal drains) to ensure agri-business needs are understood and accommodated by including a referral to ADAC.	In Progress	ADAC members have had discussions with Engineering staff regarding expanded communications on reconstruction projects impacting movement of farm equipment on roads, and my lead to possible guidelines to include in future road infrastructure projects.

Goal 7: Enact tax policies that support agricultural development

Strategic Action (objective)	Status	Activity Highlights
7A Maintain a by-law with exemption from development charges for all new on-farm structures.	Not Yet Undertaken	Maintained existing exemptions.
7B Continue to monitor provincial trends and the local needs of agriculture to discover best practices related to the farm tax ratio of the residential tax rate.	Complete	KLHFA provided delegations and communications to council in support of reducing the Farm Tax Ratio. No actions were taken by Council.
7C Consider passing a resolution supporting OFA policy on taxation for buildings used for value-added agriculture.	Not Yet Undertaken	Not yet undertaken due to delays in implementation of updated KLOP and RZBL with regard to related PPS provisions.

Goal 8: Streamline planning and building application processes for agri-businesses in Kawartha Lakes

Strategic Action (objective)	Status	Activity Highlights
<p>8A Within the development of the Comprehensive Rural Zoning Bylaw, ensure that clear language is used to define what non-agricultural activities are permitted as-of-right on agricultural lands within the agricultural system and which uses will require a public application/comment process to remove ambiguity which can cause unnecessary delays.</p>	<p>Complete</p>	<p>Comments provided by Ag EDO and ADAC on drafts of RZBL to clarify as-of-right provisions, modernized definitions, however full implementation of PPS provisions and definitions cannot be included until updates to KLOP are undertaken. Updates to Provincial land-use application rules for municipalities have strengthened requirements for prompt processing of applications. Continued use of a Preconsultation process assists in providing clear feedback to development proponents on requirements, costs and timelines for their planned projects. Commenting by Ag EDO provides guidance on development project related to agri-business or on agricultural lands. ADAC member participated on Rural Zoning By-law Task Force.</p>
<p>8B Consult with ADAC and local agriculture businesses to determine ways to streamline processes relating to regulations on building permits, development applications, fill permits, etc. and drainage ditch maintenance.</p>	<p>Complete</p>	<p>ADAC member participated on Planning Approval Task Force to provide input from an agri-business perspective. Numerous process updates were developed and implemented by the Planning, Building, and Engineering Divisions. EDO-Business developed a Concierge Program to fast-track new large developments through the development process. The sector Pilot program continues to direct inquires to sector leads for prompt sector-specific assistance. A Site Alteration By-law was developed by EDO-EDO, By-Law, Planning and Engineering staff, which provides clarity on agricultural exemptions, definitions and permit requirements for all types of site alterations. The Drainage Superintendent position is maintained and oversees new drainage and drain clean-out projects as petitions come forward, as well as being available for consultations with farmland owners on drainage matters. The Drainage Board is maintained and meets as needed on drainage applications with strong representation from the agricultural sector as Board Members.</p>
<p>8C Adopt a 'continuous improvement' approach to implementing future bylaw, planning and permitting processes to ensure a streamlined process. For example, when new by-laws and/or policies are put in place, a review of how agriculture and food businesses will interact with it will be conducted to ensure streamlined processes.</p>	<p>Complete</p>	<p>Active participation by EDO-Ag and ADAC in developing, reviewing and commenting on new by-laws and processes related to agriculture ensures relevance and encourages ease of processes for farms and agribusinesses. As an example, municipal 911 signage for secondary field entrances will have a provision for farmers to do their own installation, reducing costs and possible timeline for installation services.</p>

Goal 9: Empower the Kawartha Lakes business community to promote agriculture and food

Strategic Action (objective)	Status	Activity Highlights
9A Connect consumers to the Kawartha Lakes agriculture and food system by promoting culinary and agri-tourism experiences.	Complete	Enhanced Kawartha Choice FarmFresh program, branding, website, social media, print, and promotional materials within the updated Marketing Plan more readily attract consumers and wholesale food buyers to find sources of local food in the community at local businesses and farms. Connections to the Tourism website for Farmers' Markets, Eating Local, and Agri-Experience activities gives broader exposure. Switched to using the ExploreKawarthaLakes.com website and social channels for primary promotion of Kawartha Farmfest to tie to tourism and culinary attraction. Workshops and Knapsack program developed and delivered through the Tourism development program included agriculture, agri-culinary and agri-tourism businesses.
9B Continue to promote how Kawartha Lakes agriculture and food contributes to the environment, economy, local character, quality of life.	Complete	Annual activity summaries and census fast facts and infographics produced for inclusion in the Economic Development Newsletter and on the EcDev website, as well as sharing on the VIP Agriculture Tour, and at the East Central Farm Show.
9C Support the development of a Kawartha Lakes agriculture and food ambassador program to help local businesses champion the image/brand to ultimately help local businesses prosper.	Complete	Agri-businesses were represented in the Welcome Home and Ambassador programs developed by the EDO-Business.
9D Permit seasonal or 'open-now' road-side signage and other safety signage within the sign by-law. (i.e. A-frame signs, "Active Farming Area" signage, horse and buggy caution signs on high traffic routes, etc.)	Complete	Active Farming Area Signage were installed across Kawartha Lakes on arterial roads carrying high percentages of traffic external to the area to bring attention and caution for those unfamiliar with sharing the roadway with large modern and slow farm equipment. Additional signage installations were funded by the KLH Federation of Agriculture in subsequent years.
9E Support the development of local food procurement policies by CKL institutions to support farmers and farm businesses. Supporting local food production, consumption and procurement helps the local economy and keeps local dollars in the community.	In Progress	Municipal food procurement policies will be addressed following the establishment of the pilot wholesale aggregation and distribution so as not to create unsupportable demand prior to development of infrastructure and supply being available to meet institutional needs.

Goal 10: Continue to develop a strong Kawartha Lakes agriculture and food brand.

Strategic Action (objective)	Status	Activity Highlights
10A Continue to produce direct to consumer marketing business support activities (i.e. social media, online and print marketing-Kawartha Choice FarmFresh)	Complete	Enhanced Kawartha Choice FarmFresh program, branding, website, social media, print, and promotional materials within the updated Marketing Plan more readily attract consumers and wholesale food buyers to find sources of local food in the community at local businesses and farms. Connections to the Tourism website for farmers' markets, eating local, and agri-experience activities gives broader exposure.
10B Develop a strategic plan to support and expand the Kawartha Choice FarmFresh program promoting local agriculture and food (includes details found in 2F).	Complete	Strategic Plan for Kawartha Choice FarmFresh Program in partnership with PKED developed along with details for Minimum Standard Operating Procedures and Marketing Plan. New website developed, social media program put in place with external contractor support, and expanded distribution of promotional marketing and advertising to increase exposure to local agriculture and food.
10C Promote farm market opportunities to consumers, as well as events that promote direct to consumer opportunities.	Complete	Farmers' Markets promoted through KCFF website and social media posts as well as market-specific signage. On-farm markets provided direct support with enhancing profile pages on KCFF website, as well as liking and sharing social media posts of member businesses by the KCFF social channels. Signage and promotional materials provided to drive additional customers to their businesses through the KCFF program and tourism website.
10D Explore capacity for local food market in the winter months.	Complete	Expanded fall, winter and spring promotion of local food available from members in the off-season as well as year-round, as applicable. Supporting business attraction, expansion and start-up for vertical farming operations through promotion of a workshop series produced by Durham and York for regional participation to enhance availability of fresh vegetables grown indoors.
10E Explore the opportunity to further develop a “Farm Bucks/Market Bucks” – redeemable vouchers for local farm or farmers’ market purchases.	Complete	Market dollars program available at Lindsay Farmers' Market.

Goal 11: Strengthen the ability for the agricultural sector in Kawartha Lakes to mitigate and adapt to a changing climate

Strategic Action (objective)	Status	Activity Highlights
11A Support the implementation the Healthy Environment Plan to ensure the resiliency of the agriculture sector in Kawartha Lakes in the face of climate change.	In Progress	Monitored and shared reporting on greenhouse gas reduction activities from across Ontario in various agriculture sectors, as well as mitigation and resiliency activities available for water conservation and drought/flooding abatement, soil fertility and biomass, and other agricultural stewardship activities. The Planning Division hired a new staff position to focus directly on implementation of the Healthy Environment Plan.

Committee of the Whole Report

Report Number:	ED2025-004
Meeting Date:	April 8, 2025
Title:	2024 International Plowing Match and Rural Expo Municipal Summary Report
Description:	Summary of municipal support and activities related to the 2024 International Plowing Match and Rural Expo
Author and Title:	Kelly Maloney, Economic Development Officer - Agriculture

Recommendations:

That Report ED2025-004, **2024 International Plowing Match and Rural Expo Municipal Summary Report**, be received; and

That the following fees charged per By-Law 2018-234, being a By-law to Establish and Require Payment of Fees for Information, Services, Activities and Use of City Property in The City of Kawartha Lakes (known as the Consolidated Fees By-law), relating to the International Plowing Match and Rural Expo, be waived:

- \$432.25 of water/wastewater consumption (per By-Law 2021-162 - Being a By-law to Regulate Water and Wastewater Services in the City of Kawartha Lakes);
- \$1,235.25 charged for waste removal and \$187.96 charged for septic removal (per By-Law 2024-235 - A By-Law for Collection and Management of Waste and Recyclables Within the City of Kawartha Lakes); and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The International Plowing Match and Rural Expo (IPM) is an annual event of the Ontario Plowman's Association (OPA). It moves amongst counties and is hosted in partnership with an organization of local volunteers. Kawartha Lakes was selected to host the 2020 IPM.

At the Council Meeting of November 26, 2019, Council adopted the following resolution:

CR2019-671

Moved By Councillor O'Reilly

Seconded By Councillor Ashmore

That Decision Unit Identifier Number 201, 2020 International Plowing Match in the amount of \$100,000.00, be added to the 2020 Special Projects Budget, and requests confirmation of requirements from the organizers.

Carried

The pandemic postponed the 2020 event, and in April 2023 the OPA announced the 2024 IPM be held from October 1 to October 5, 2024 at the Lindsay fairgrounds.

The OPA and local volunteers presented the event plans and requested in-kind support at the May 9, 2023 Committee of the Whole meeting. Additionally, an interest free loan was requested to allow for start-up promotional activities. The Committee recommended the following to Council:

CW2023-146

Moved By Councillor Smeaton

Seconded By Councillor Ashmore

That the presentation by Bob Armstrong, Local Chair for the 2024 International Plowing Match, and Cathy Lasby, Executive Director for the Ontario Plowmen's Association, regarding the 2024 International Plowing Match and Rural Expo, be received; and

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

Carried

At the meeting of May 23, 2023 Council adopted the above-noted recommendations.

Local volunteers of the 2024 IPM formed a not-for-profit corporation, the 2024 International Plowing Match & Rural Expo Local Committee Inc. (2024 IPM Local Committee). In August 2023, an interest free loan from the municipality of \$35,000 was requested and provided, and subsequently fully repaid in March 2025.

This report provides an overview of the 2024 International Plowing Match and the municipal contribution.

Rationale:

The 2024 International Plowing Match and Rural Expo was held from October 1 to 5, 2024 at the Lindsay fairgrounds. The event attracted over 51,000 attendees from the region, across Ontario and beyond.

Staff supported the OPA in planning and executing the 2024 IPM. The long-lasting reputation of the City of Kawartha Lakes (CKL) as a host municipality will be a positive one.

The CKL contributed to the event in two ways:

- In-kind event support, and
- Delivery of a municipal display: the Showcase Kawartha Lakes.

The May 9, 2023 presentation to the Committee of the Whole by the OPA included several in-kind requests to support the planning and execution of the 2024 IPM (Appendix A). The following outlines the request and resulting support provided.

Personnel:

Councillor members and staff attended several IPM planning meetings and events. The Economic Development Officer - Agriculture acted as the official staff Liaison with the OPA and IPM Local Committee. Connections were made by the Liaison with the departments and service organizations noted in this report. Communications and meetings were facilitated between the organizers and the departments to determine the required event support and how to deliver on the in-kind support. The Economic Development Officer – Agriculture was appointed to coordinate the municipal display. A contract position was created as backfill support to cover the duties of the Economic Development – Agriculture for thirteen weeks.

Bus Transportation:

To reduce traffic impacts by Lindsay residents travelling to the IPM, the OPA requested a Lindsay Transit Bus Stop be created to the Tented City entrance. The Lindsay Red Transit Route was extended to stop at the Lindsay Fairgrounds. This route extension was positively received, and plans are active to permanently extend the Red Route to include a stop at the Lindsay fairgrounds. Five hundred transit passes were provided to RV Park residents to encourage use of transit. Transit service extensions were made from 7:00am to 10:00pm for the event.

Building Permits for Tents & Bleachers:

The OPA requested that permits required for tents and bleachers be placed under one Building Permit. This request was accommodated. The OPA collected the required details for the tents and for exhibitors. 20 large tents triggered the requirement for permitting. Some improvements in communications to exhibitors by the OPA regarding the tent types requiring a permitting application will help reduce the filings and save time for the municipality. Building and Fire Inspectors conducted on-site inspections of the structures prior to opening the event as per normal permitting activities.

Emergency Services:

Local emergency services including Kawartha Lakes Fire Services, Kawartha Lakes Police Service, Kawartha Lakes Paramedic Services and the Kawartha Lakes Detachment of the Ontario Provincial Police (OPP) were engaged through event planning meetings, together with representatives from the IPM Local Emergency, Medical, Parking and Traffic Committees.

Fire Services:

Due to the proximity of Tented City to local Fire Stations, the OPA noted that they would not require Fire Services to be stationed on site. Fire Prevention Officers were on-site conducting inspections for building permits and refreshment vehicle permits prior to opening and during the event for follow-up and general monitoring.

Paramedic Services:

The same proximity notation was initially made by the OPA for Paramedic Services at the outset of planning, the Paramedic Services were stationed in a tent within the outdoor exhibitor area. Specialized off-road equipment was rented from the County of Peterborough to be prepared for service needs in fields and event areas where full size equipment would not be as useful. An event IPM Emergency Plan was adapted by the

CKL Fire Services from existing plans at the Lindsay fairgrounds. An Emergency Medical Plan was adapted by the CKL Paramedic Services to the 2024 event needs.

Transportation Management:

A Transportation Management Plan was created through efforts between the IPM Local Committee through the City's IPM Liaison and representation from the supporting emergency services, Public Works, and with Ministry of Transportation (MTO) representatives.

Kawartha Lakes Detachment of the Ontario Provincial Police:

As per the Ministry of Transportation approved Transportation Management Plan, the Kawartha Lakes Detachment of the OPP provided traffic control at two locations along Highway 7 including at Lindsay Street South and Angeline Street South. In addition, a Rapid Response team was available to address any road incidents and keeping the lanes free for good traffic flow, as well as to provide relief for breaks at the traffic control points.

Kawartha Lakes Police Services:

As per the Transportation Management Plan, the Kawartha Lakes Police Service (KLPS) provided traffic control at three points along Angeline Street South: at the exhibitor entrance to the Lindsay fairgrounds, the RV park entrance and to the parking lots. KLPS worked with the IPM Local Traffic Committee to provide smooth entry and exit to the Tented City for personal vehicles, RV's and tractor and wagon shuttles to and from the entry gates from Parking.

Security:

The IPM Local Committee hired private security to provide service to the Tented City. On Opening Day, when the Premier and several Members of Provincial Parliament were in attendance, the Premier's dedicated OPP team provided additional security surrounding their participation.

Public Works - Lindsay Area Roads:

Roads Operations provided support in the development of the Traffic Management Plan and Road Signage Placement Plan. MTO Contractors placed directional signs on provincial highways, while Roads staff placed required signs on municipal roads.

Municipal 911 Signs:

The OPA requested temporary 911 numbers be created for the entrances used in public promotion of and directions to the event. A CKL Farm911 program was launched to coincide with the IPM event, and a number created for the farm field entrance to parking.

Fencing:

The IPM typically occurs in vacant farm fields, therefore, the OPA originally requested municipal assistance in erecting snow fences around entry areas and to contain the Tented City and RV park areas. With this fencing at the Lindsay fairgrounds, the Local Committee withdrew the request as the fencing tasks were insignificant to warrant the need for assistance.

Field Entrances and Culverts:

The OPA requested assistance with the upgrading of up to 10 field entrances and culverts to accommodate the various needs for those points of access. However, the planning committees determined that only one entrance upgrade was required. It was completed by PW-Roads staff.

Signage:

The OPA requested the waiving of signage permit fees, however no sign permit applications were made. A small handful of signs were placed by the OPA and IPM Local Committee on private lands where permits were not required. The directional road signs were managed through Roads Operations.

Solid Waste - Garbage and Recycling:

The OPA requested the waiving of tipping fees for solid waste and septage from portable toilets and RVs at the Tented City, RV park, parking fields and plowing field. There were 9,150 kg of waste and 8,280 kg of septage delivered by the contractors servicing the event.

Refreshment Vehicle Licencing & Fees:

The OPA requested that an exception be made for Refreshment Vehicle Licencing and Fees. The Manager of Municipal Law Enforcement and Licencing (MLEL) exercised provisions within By-Law 2021-158 a By-law to licence, regulate and govern Refreshment Vehicle Businesses in CKL, to designate the 2024 IPM as a Special Community Event and waived the Temporary Licence Fee.

A Temporary Licence was required for the 'food truck' operators. The MLEL office processed 17 applications for Temporary Refreshment Vehicle Licences.

Transient Trader Licences & Fees:

The OPA requested that Transient Trader Licencing requirements be waived for exhibitors. The Kawartha Lakes By-law 2016-210, a By-Law to Licence, Regulate and Govern Transient Trader Businesses in Kawartha Lakes allows for a non-profit agricultural society or organization to not require a Licence as a Transient Trader. The OPA and the 2024 IPM Local Committee are not-for-profit organizations and were not required to obtain licences.

Variance for Antiques Building on Fairgrounds:

A request was made to seek a temporary public occupancy use of the Quonset style Antiques building at the Lindsay fairgrounds. However, the organizers determined that the building would not be used.

Water and Wastewater:

The OPA requested to waive the costs of extra water usage in the Tented City and RV park. The RV Park was connected to a municipal water supply from a nearby hydrant. The Lindsay fairgrounds have an existing municipal water supply. A bill of credit for water and sewer was applied for water at the Lindsay fairgrounds as estimated usage during the event.

Wood Chips/Mulch:

A supply of wood chips and mulch was requested by the OPA in case of weather issues and for landscaping within the Tented City and the RV park. It was determined that the Lindsay fairgrounds had sufficient wood chips and mulch.

Communications:

The municipality provided expertise in sharing of public notices and calls to action from the IPM Local Committee and OPA. These included invitations to volunteers, exhibitors, sponsor, and various activities, as well as to the event itself. Press releases, social media and newsletter posts were used to spread the word about the event. Due to vacancies within both the OPA and the IPM Local Committee for the Director of Communications, the municipal Communications team provided additional communications supports.

Financial Partnership Request - Celebration of Excellence:

The IPM Local Committee requested and received, sponsorship from CKL for the Celebration of Excellence banquet. This appreciation and awards event at the Lindsay Armoury was well attended.

Municipal Display – Showcase Kawartha Lakes:

Traditionally, the host municipality provides a display within the tented city to aid attendees to become familiar with the region they are visiting, or for the residents, to get to know more about their home. Economic Development led the municipal display, Showcase Kawartha Lakes (Appendix B), within the Tented City. A tourism survey, conducted within the Showcase, of 455 attendees identified that 31% of attendees were local, and 97% were from Canada. Forty-two percent of visitors would stay overnight averaging five nights.

The Showcase included a variety of components to give attendees a sense of Kawartha Lakes from a community, business, social, and environmental perspective. Multiple community partners, businesses, not-for-profit organizations and individuals were engaged to bring the Showcase to life with a central water feature, trees and vegetation, visual displays, interactive activities, entertainment, food sampling and other experiences.

The Economic Development team, Communications staff, and staff from the Kawartha Region Conservation Authority (KRCA) partnered in planning and delivering the Showcase. Fifty percent funding for design of the Showcase layout was provided by the Partnership Allocation Program offered by the Regional Tourism Organization 8.

Beyond the natural environments surrounding the water, the showcase also represented forests, agricultural lands, culture and heritage spaces, a 'main street', manufacturing, innovation and business zone, and an entertainment stage. To deliver a 'fiscally responsible wow' many of the items within the Showcase were borrowed or donated where possible.

With an accessible layout, attendees flowed throughout the exhibit with ease and engaged with representatives from staff, programs and communities across Kawartha Lakes. It was an inviting space where visitors a multi-sensory experience of the many vignettes throughout the space. Visitors left with a sense of what Kawartha Lakes offers to visit and experience.

With strong partnerships and participation by 30 organizations and businesses including five Chambers of Commerce and BIA organizations, many developed new materials, displays, and refreshed tourism attraction collaborations. Key strengths of the collaboration were recognised in the ability to reach visitors and support them in exploring across the community.

At a wrap-up meeting of the Showcase Kawartha Lakes planning team, the team noted the growth of strong partnerships, and new and lasting relationships between organizations. It was an undertaking that involved people and organizations coming together as a community to show off our community.

Other Alternatives Considered:

No other alternatives were considered.

Alignment to Strategic Priorities

This report addresses the Good Government pillar in Goal 3 to Build a collaborative, supportive, inclusive and equitable community by enhancing communications, public education and engagement opportunities, and by collaborating with other community builders, partners and institutions.

Within the Vibrant and Growing Economy pillar, this event addresses Goal 1, to build economic development initiatives to support and expand existing businesses, attract new businesses and expand local employment opportunities, by promoting Kawartha Lakes as a Tourism destination. Additionally, the event attracted hundreds of agri-businesses and thousands of agricultural sector attendees to our community for a chance to see first-hand how they could find a good fit in Kawartha Lakes.

Goals of a Healthy Environment were directly addressed within the Showcase Kawartha Lakes with numerous displays and activities focus on educating the attendees of ways to be more environmentally sustainable.

Financial/Operation Impacts:

In 2020 Council approved a Special Project (921203701) be created for the International Plowing Match (IPM) with an estimated budget of \$100,000.

An additional \$35,000 was transferred to the IPM committee for start-up costs in 2023 with the understanding that this was a loan from the City. This is illustrated below with the original budget and the \$35,000 from the IPM committee. Total expenses of \$210,279 were incurred in the IPM Special Project, which resulted in a deficit of \$75,279, (after recovery of the \$35,000 loan from the IPM Committee). This special project was closed in CORP2025-007 Q4 Capital Close and the deficit was financed by the Special Project Reserve, as approved by Council on March 18, 2025. (CR2025-079).

Special Project Description (921203701)	Original Project Budget	Total Expenses	Recovery from IPM Committee for Start-up Loan	Project Balance
International Plowing Match(IPM)	\$ 100,000	\$ (210,279)	\$ 35,000	\$ (75,279)

The \$210,279 included the Evening of Excellence banquet sponsorship, the initial loan to the IPM, the Showcase Kawartha Lakes, as well as some in-kind requests allocated to the project. The in-kind expenses represent KLPS and OPP paid duty, paramedic services and other City supports.

In addition to the above Special Project, there were also costs incorporated into various 2024 Department operating budgets. In-Kind work by departments was completed within existing programming and/or operating budgets and involved Roads Operations, Water and Wastewater, Solid Waste, Lindsay Transit, Municipal Law Enforcement and Licencing, Building and Septic, Fire Prevention, Parks, Communications and Economic Development.

Fees Waived and Credited:

CKL provided relief for the Water and Sewer billing at the Lindsay fairgrounds. A credit of \$432.25 was provided for the estimated usage related to the event.

The landfill tipping fees of \$1,235.25 for 9150kg of waste and \$187.96 for 8280kg of septage were waived.

Refreshment Vehicle Temporary License fees were waived for 17 food trucks licences with a value of \$8,092.

Staff Time:

Staff time towards the Showcase Kawartha Lakes municipal display (set up, take down, and during the event) = 1,428 hours.

Staff time towards the in-kind IPM event support = 239 hours.

A dedicated staff liaison, Economic Development Officer – Agriculture, was assigned to support the IPM event and lead the Showcase Kawartha Lakes municipal display. An additional contract Staff support was hired for 13 weeks to backfill the EDO-Agriculture role.

Consultations:

Chief Administrative Officer
Director of Corporate Services
Treasurer
Chief and Deputy Chief Fire Service
District Chief Mariposa Fire Service
Fire Prevention Officer
Public Educator, Fire Service
Chief of Paramedic Service
Deputy Chief, Operations, Paramedic Service
Manager, Fleet Services
Supervisor, Transit Services
Chief Building Official
Detachment Commander Ontario Provincial Police
Chief and Deputy Chief Kawartha Lakes Police Services
Manager, Roads Operations Lindsay
Manager, Waste Management
Waste Reduction Coordinator
Deputy Mayor
Director, Development Services
Manager, Municipal Law Enforcement and Licensing
Municipal Law and Licensing Clerk
Manager and Supervisor, Water and Wastewater Operations
Manager, Communications, Advertising and Marketing
Manager, Parks, Recreation and Culture
Supervisor, Forestry and Horticulture Operations

Attachments:

Appendix A – 2024 International Plowing Match and Rural Expo In-Kind Requests



ED2025-004
Appendix A

Appendix B – Showcase Kawartha Lakes Report



ED2025-004
Appendix B

Department Head email: ibarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

2024 INTERNATIONAL PLOWING MATCH AND RURAL EXPO

October 1st to 5th, 2024

City of Kawartha Lakes, Lindsay, Ontario

INTRODUCTION

The 104th edition of the International Plowing Match and Rural Expo (IPM) will proudly be held in Lindsay, the City of Kawartha Lakes, Ontario. A new prototype is being developed that will centre around the Tented City being located on the Lindsay Agricultural Society's Fairgrounds. Because of this change, the event dates have changed for 2024 (only) to Tuesday, October 1st to Saturday, October 5th.

The 2024 IPM will be a joint project of the "Local Committee" and the "Provincial Committee (OPA)". Bob Armstrong has agreed to be the Chair of the Local Committee and he is currently building a keen group of volunteer Directors. Many of the Committee Chairs that had stepped forward in 2020 (pre-covid) are now returning to be key Committee Chairs for IPM 2024. The Local Committee will work closely with the OPA Team led by President Floyd Wills, 1st Vice-President Sheila Marshall and 2nd Vice-President Rochelle Deslippe. They will be assisted by all members of the OPA Board of Directors, the OPA Advisory Councillors, Members of the Victoria County (2023) Plowmen's Association and OPA Staff.

PARTNERSHIP REQUESTS: IN-KIND

FENCING: While the IPM has a large supply of their own snow fence, assistance from Municipal employees in erecting the fence would be appreciated. As we will not need as much fence for IPM 2024 as usual, we anticipate that 100 **man-hours** would be needed to complete this project.

FIELD ENTRANCES AND CULVERTS: Some entrances to Farmers' Fields may require widening and thus additional culverts. It is estimated that a **maximum of 10** such culverts would be needed. Assistance in providing temporary 911 numbers may be needed.

GARBAGE AND RECYCLING: We would ask for assistance in the supplying of re-cycling and additional garbage bins. We understand that a local company supplies these services but would ask that the tipping fees be waived by the Municipality. At the 2015 IPM held in Finch, there was 29.9 metric tons of garbage and 5.6 metric tons of re-cycling materials. At the 2016 IPM held in Minto (Harriston), there was 28.35 metric tons of garbage and 3.61 metric tons of re-cycling materials. Like all events, we continue to be frustrated with the unwillingness of people to sort garbage and recycling. We keep trying!

WATER: Waiving of costs for extra water usage in the Tented City and RV Park.

SEWAGE: We would also ask that the Municipality have the dumping fees for sewage (both grey water and black water) that is beyond the capacity of the Lindsay Exhibition Grounds waived. In the Tented City, Parking Fields and Plowing Fields we will be supplying approximately 135 portable toilets, including at least 15 accessible units. Hand wash stations are also provided for both the toilets as well as at any animal displays. Chantler's Environmental Services will be contracted for these services. In addition, we hope to contract Jeff Redmond Septic Services to supply approximately 40 toilets along with wash stations in the RV Park. They will also be contracted to provide a pump-out service to the approximately 600 RV units upon departure. We are

asking that the sewage dumping fees also be waived for the RV Park. We expect to exceed the average 90 cubic metres of grey and black wastewater generated daily during the Lindsay Exhibition. It is estimated that approximately 3000 gallons will be generated per day on average in the RV Park (with volumes increasing on Friday and Saturday as the RV units leave the park).

BUILDING PERMITS: In addition to all the buildings that will be used on the Exhibition Grounds, we know that a large number of tents will still be needed for our Exhibitors and Special Features. Many will be over 645 square feet and thus will require a building permit. In the past, vendors and committees have submitted individual Building Permit Application Forms but one large permit was issued. Premier Event Tent Rentals are our official supplier and as such provide engineered stamped drawings and inspection by their engineer. We would ask that the building permit fee(s) be waived.

VARIANCE FOR ANTIQUES BUILDING ON FAIRGROUNDS: We understand that the Antiques Club received a building permit for their building on the Fairgrounds on the condition that it only be used for storage. We are asking for a variance approval so that this building may be used for Antique Displays during the 2024 IPM.

TRANSIENT TRADER'S LICENSE: We would ask that the requirements for Transient Trader's License be waived. This is not something our Exhibitors have had to apply for/purchase in at least the last twenty years and we feel it could be detrimental in maximizing our exhibitor potential. We are not familiar with the Refreshment Vehicle License but would hope that an exception would be possible. As mentioned above, preference is always given to Local Exhibitors.

HEALTH UNIT: There will be Food Concessions throughout Tented City. We look forward to working with your Health Unit to guarantee safe food for all our visitors. We would ask that any fees for inspections be waived. We would like to discuss the opportunity of offering Food Handling workshops.

SECURITY: We will be hiring a private Security Company for regular services throughout the week. However, we would ask that paid duty officers be available for Opening Day and Closing Day (as an in-kind contribution). We wish to confirm our understanding that our event is not responsible for the costs of traffic control on the roads around our event.

EMERGENCY SERVICES: We have not yet met with Fire or Paramedic Services but at this time, we do not believe it is necessary to have these services on the Tented City site. We understand that the Fire and Paramedic Services are stationed quite close to the IPM Site. However, we do need the services of the Fire Department and Building Department for inspections to guarantee the safety of our visitors and participants.

SIGNAGE: We would request the waiving of any signage permit fees and also ask for assistance in placing directional signs throughout the Municipality to make it more welcoming to the visitors (and easier to find their destination).

WOOD CHIPS AND MULCH: It would be very beneficial if any excess wood chips and mulch could be stored for use at the IPM. The wood chips would be used in case of weather issues and the mulch would be used for some landscaping within Tented City and the RV Park.

BUS TRANSPORTATION: To aid the residents of Kawartha Lakes, it would be beneficial to have a “Bus Stop” at the entrance to the Tented City. We would work with CKL to obtain sponsors to subsidize additional buses from throughout the Municipality.

PERSONNEL: Meetings and recommendations from various Departments. We do not believe it is necessary to assign staff full-time to any of the responsibilities related to the IPM. Councillors and Staff are always most welcome at any IPM Meetings and Events but we do not expect these to be ‘mandatory’.

PARTNERSHIP REQUEST: Financial

Investment: To be discussed.

Municipal Display – Showcase Kawartha Lakes

Traditionally, the host municipality provides a display within the Tented City to aid attendees to become familiar with the region they are visiting, or for the residents, to get to know more about their home. Economic Development led the municipal display.

Showcase Kawartha Lakes was produced within a 70'x150' Quonset-style coverall building within the Tented City for attendees throughout the event hours. A tourism survey of 455 attendees identified that 31% of attendees were local, and 97% were from Canada. Forty-two percent of visitors would stay overnight averaging five nights.

The Showcase included a variety of components to give attendees a sense of what Kawartha Lakes is all about from a community, business, social, and environmental perspective. It represented the City's brand of Community, Connected, Naturally, and represented the strategic priorities of A Healthy Environment, An Exceptional Quality of Life, A Vibrant and Growing Economy and Good Government. Multiple community partners, businesses, not-for-profit organizations and individuals were engaged by the City to bring the showcase to life with visual displays, interactive activities, entertainment, food sampling and other experiences.

Northern Lights Landscape Architects assisted with the layout design including key water landscape features, vignettes, entertainment stage, vegetation plan and branding concepts. Fifty percent funding for this design was provided by the Partnership Allocation Program offered by the Regional Tourism Organization 8.

The Economic Development Officer – Agriculture, the Economic Development team, Communications staff, and staff from the Kawartha Region Conservation Authority (KRCA) partnered in planning and delivering the Showcase. The central water feature, representing a wetland, lake, waterway and a beach was designed and built by the KRCA team. To give perspective to each aspect of the changing environments surrounding the water feature, two local tree suppliers, Rockwood Forest Nursery and Pineneedle Farms, were engaged and donated the use of trees, shrubs and plants. Installation and removal of the landscaping and placement of the vegetation was provided by Parks and Recreation staff, and removal of mulch was assisted by Public Works staff.

To deliver a 'fiscally responsible wow', staff reached out to the community to involve a cross section and to borrow items such as:

- Entertainment stage from the Fenelon Falls arena

- Re-use old brick pavers, planters and furniture
- Other décor and installations such as the lakeside dock was provided by Naylor Systems
- Water trailer was provided by the Ontario Clean Water Agency
- Agricultural equipment simulator was provided by Fleming College
- Augmented reality sandbox was provided by Ganaraska Region Conservation Authority
- Live art demonstrations and an “Art-Off” were provided by the Kawartha Arts Network
- Mini-robots and building kits were provided by Ampere and Make Stuff Move
- Local food samples were provided by Mariposa Dairy and Bistro 96
- Staff volunteered at the showcase

Beyond the natural environments surrounding the water, the showcase also represented forests, agricultural lands, culture and heritage spaces, a ‘main street’, manufacturing, innovation and business zone, and an entertainment stage.

With an accessible layout the public flowed throughout the exhibit, taking in the views, hanging banners, information and educational information, taking part in many hands-on activities, sampling local food, enjoying local entertainment, and engaging with local tourism representatives from communities across Kawartha Lakes. Visitors left with tourism materials and a sense of what Kawartha Lakes offers to visit and experience. It was an inviting space where visitors tasted treats prepared by Board & Nibble while resting in the coffee house space listening to local musicians on stage or added their name to the signature quilt. There was so much to learn about growing a rain garden, fencing livestock from water ways, composting food waste and diverting waste from landfills, making spaces bird and bee friendly, learning more about the osprey, or how wide is their wingspan, how old is ‘that tree’, and what they can do to improve the land around them.

With strong partnerships and participation by 30 organizations and businesses within the showcase, many developed new materials, displays, and refreshed tourism attraction collaborations. Key strengths were recognized in the ability to reach visitors and support them in exploring across the community, through the collaboration between the five Chambers of Commerce and BIA organizations.

At a wrap-up meeting of the showcase Kawartha Lakes planning team, the team noted the growth of strong partnerships, new and lasting relationships between organizations. It was an undertaking that involved people and organizations coming together as a community to show off our community.



Committee of the Whole Report

Report Number: FIRE2025-001
Meeting Date: April 8, 2024
Title: Kawartha Lakes Fire Rescue Service 2024 Annual Report
Author and Title: Terry Jones, Fire Chief

Recommendation(s):

That Report FIRE2025-001, **Kawartha Lakes Fire Rescue Service 2024 Annual Report**, be received; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Annual reports are crucial for fire departments to assess their performance, maintain transparency and accountability, and effectively communicate with their community and stakeholders.

Rationale:

Fire departments conduct annual reports for several important reasons:

1. **Accountability:** Annual reports provide a summary of the department's activities, accomplishments, and challenges over the past year. It allows the department to be accountable to the community it serves, as well as to council and other stakeholders.
2. **Transparency:** The annual report offers transparency into the operations, budget, and performance of the fire department.
3. **Performance Evaluation:** Annual reports allow for an evaluation of the department's performance against set goals and objectives. It helps in assessing whether the department is meeting its targets and if there are areas needing improvement.
4. **Planning and Decision Making:** Reviewing the past year's activities helps in planning for the future. The Fire Service can identify trends, areas of concern, and areas of success, which can inform strategic planning and decision-making for the upcoming year.
5. **Communication:** Annual reports serve as a means of communication between the fire department, council and the community it serves. They inform citizens about the department's activities, achievements, and challenges, fostering a sense of connection and understanding.
6. **Resource Allocation:** By analyzing the data presented in the annual report, fire department officials can make informed decisions about resource allocation, including budgeting for equipment, staffing, training, and other needs.
7. **Public Relations:** Annual reports serve as a public relations tool, showcasing the department's professionalism, dedication, and commitment to public safety. They highlight community outreach efforts, and other positive contributions made by the department and its personnel.

Other Alternatives Considered:

No other alternative was considered.

Alignment to Strategic Priorities

The Kawartha Lakes Fire Rescue Service annual report aligns with the following strategic priorities:

Good Government

Development of benchmarks and performance measures supports departmental strategies and business planning that ensure municipal assets and operations are managed efficiently and effectively. A continuous review of operational efficiencies ensures that best municipal practices are adopted.

A Vibrant and Growing Economy

Evaluation of benchmarks and performance measures supports effective response operations and service delivery.

An Excellent Quality of Life and Service Excellence

Implementation of service delivery guided by performance measures helps to support efficient delivery of response operations and assists the general well-being and overall health and safety of residents.

Financial/Operation Impacts:

Performance measures are used as guidance for strategic planning and departmental work plan objectives.

Financial/Operation Impacts:

There is no financial implication to the Fire Service Annual Report.

Attachments:

Appendix A – Kawartha Lakes Fire Rescue Service 2024 Annual Report



2024 Fire Service
Annual Report.pdf

Department Head email: tejones@kawarthalakes.ca

Department Head: Terry Jones, Fire Chief

2024 ANNUAL REPORT



PREPARED BY
**KAWARTHA LAKES FIRE
RESCUE SERVICE**

www.kawarthalakes.ca

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MESSAGE FROM THE FIRE CHIEF

As we reflect on another year of dedicated service, it is a time to celebrate our achievements, acknowledge the challenges we've faced, and highlight our unwavering commitment to ensuring the safety and well-being of the communities we serve.

Throughout 2024, the men and women of Kawartha Lakes Fire Rescue Service have responded to a wide range of emergencies, from fires and medical calls to rescues and community outreach programs. Our service continues to grow and evolve, driven by innovation, training, and a deep commitment to providing the highest standards of fire and rescue services.

In this report, you will find key insights into our activities, response times, and initiatives aimed at improving the safety of Kawartha Lakes residents.

We are proud of the strides we've made, and we remain focused on enhancing our capabilities, fostering partnerships, and building a safer, more resilient community for all. Thank you for your continued support and trust in our services as we look forward to another year of serving Kawartha Lakes with pride and dedication.



MISSION

The Kawartha Lakes Fire Rescue Service is committed to safeguarding our community through proactive emergency response, prevention strategies, and a focus on continuous professional development. By enhancing public safety, protecting lives, and preserving property, we foster a culture of excellence, collaboration, and resilience. We will clearly define our core activities and ensure that the necessary resources are allocated to effectively meet these goals. Fire Prevention and Public Education will serve as the cornerstone of our long-term approach to cost-effective emergency service delivery.

To further enhance our effectiveness, we will leverage emerging technologies, invest in advanced training, and apply best practices to continually improve our service delivery. Our commitment to innovation and professional development will position the Kawartha Lakes Fire Rescue Service as a leading, efficient provider of essential emergency services.

Key Success Factors

- Achieving a reduction in property damage and loss of life
- Maintaining the ability to respond quickly and efficiently to emergency situations
- Sustaining a highly skilled and professional workforce through robust training programs
- Developing in-house technical capabilities to support innovative solutions and implement them effectively
- Maximizing the utilization of fixed assets to enhance operational efficiency
- Cultivating a positive public image that strengthens our fire prevention and public education initiatives





A Healthy Environment



An Exceptional Quality of Life



A Vibrant and Growing Economy



Good Government

The Kawartha Lakes Fire Rescue Service's mission and goals strongly align with the City of Kawartha Lakes' strategic pillars: A Healthy Environment, An Exceptional Quality of Life, A Vibrant and Growing Economy, and Good Government. Here's how the Fire Rescue Service's initiatives relate to each of these pillars:

1. A Healthy Environment - Kawartha Lakes Fire Rescue Service focuses on emergency response and fire prevention directly supports a healthy environment by reducing the risk of fire-related environmental damage, such as wildfires or hazardous material incidents. Through public education and prevention strategies, the service helps mitigate risks that could harm the natural environment, fostering a safe and sustainable community for future generations. Additionally, leveraging emerging technologies and best practices supports environmental sustainability, as efficient resource management reduces waste and the environmental footprint of the service.

2. An Exceptional Quality of Life - By enhancing public safety and protecting lives and property, Kawartha Lakes Fire Rescue Service plays a critical role in ensuring an exceptional quality of life for residents. Kawartha Lakes Fire Rescue Service is committed to continuous professional development and innovation means that residents can rely on a highly trained and effective team in times of emergency. Furthermore, the emphasis on fire prevention and public education empowers residents with knowledge to protect themselves and their families, contributing to a safer, more secure community where people can thrive.

3. A Vibrant and Growing Economy - Kawartha Lakes Fire Rescue Service's role in safeguarding property and minimizing loss of life plays a crucial part in supporting a vibrant and growing economy. By ensuring businesses and residents are protected from fire risks, Kawartha Lakes Fire Rescue Service helps to foster a stable environment where economic activity can flourish. A quick, efficient emergency response system boosts investor confidence and enhances the attractiveness of Kawartha Lakes as a place to live, work, and invest. Additionally, investing in advanced training and innovative solutions creates an environment of growth, ensuring the service remains agile and capable of responding to the evolving needs of a growing community.

4. Good Government - Kawartha Lakes Fire Rescue Service's approach to clearly defining core activities, allocating resources effectively, and striving for operational efficiency reflects the City of Kawartha Lakes' commitment to good governance. By focusing on innovation, continuous improvement, and ensuring the effective use of taxpayer dollars, the Fire Rescue Service exemplifies responsible and transparent public service. Their strategic priorities also align with a commitment to providing high-quality services that meet the needs of the community, promoting public trust and accountability in local government.

Kawartha Lakes Fire Rescue Service priorities and actions align closely with the City's strategic pillars by contributing to a safer environment, enhancing the quality of life for residents, supporting economic growth, and reinforcing the principles of good government. Their proactive approach, focus on professional development, and commitment to innovation ensure that Kawartha Lakes Fire Rescue Service remains an integral part of the community's overall well-being and long-term success.



DEPARTMENT SERVICE PROFILE

The Kawartha Lakes Fire Rescue Service is a progressive and dynamic emergency service organization dedicated to protecting the lives, property, and well-being of residents and visitors within the City of Kawartha Lakes. Serving a diverse, growing, and expansive community, Kawartha Lakes Fire Rescue Service is committed to providing the highest level of fire protection, emergency medical services, fire prevention, and public education programs.

Service Overview

Kawartha Lakes Fire Rescue Service operates out of multiple fire stations strategically located throughout the municipality, ensuring rapid response times to emergencies. Our service area spans across both urban and rural communities, with approximately 85,000 residents and a variety of landscapes, including forests, lakes, and agricultural areas. This diversity requires the department to be adaptable and prepared for a wide range of emergency scenarios.



Core Services

Kawartha Lakes Fire Rescue Service provides comprehensive emergency response services including, but not limited to:

Fire Suppression - Rapid response to fires in residential, commercial, industrial, and rural environments, with the objective of saving lives, protecting property, and minimizing fire damage.

Emergency Medical Services - Life-saving treatments and support, with close coordination with other emergency medical providers.

Rescue Operations - Specialized responses to motor vehicle collisions/extrication using hand tools, air bags, and heavy hydraulic tools as required, large animal rescue, marine rescue utilizing watercraft, remote rescue utilizing all terrain vehicles, static water/ice rescue (shore based and technical level), hazardous materials response (operations level), and elevator rescue (not to exceed operations level) in accordance with available resources.

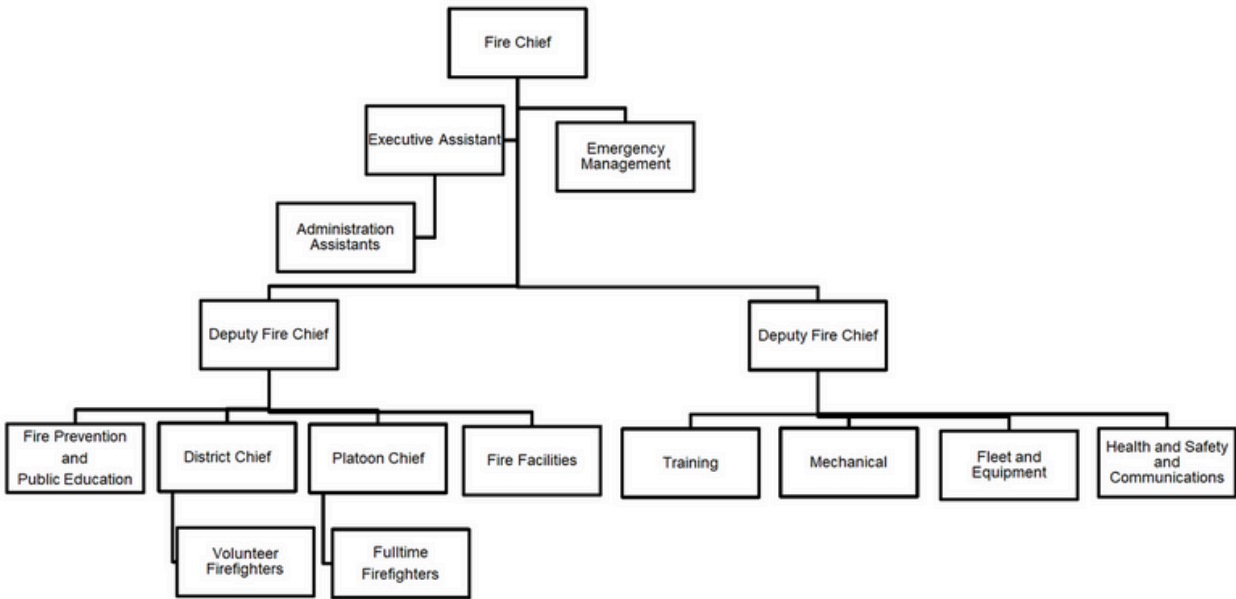
Fire Prevention and Public Education - Proactive fire prevention strategies, community outreach, fire safety education programs, and the inspection of properties to reduce the risk of fire-related incidents.

Training and Professional Development - Ongoing training for fire rescue personnel to maintain high levels of competence in various emergency situations, including the latest firefighting techniques, medical procedures, and technology to meet legislative requirements

Disaster Response and Mitigation - Preparedness and response to natural disasters, large-scale emergencies, and other catastrophic events in partnership with regional and provincial emergency management systems.



Organizational Chart



Vision and Future Development

As the needs of the Kawartha Lakes community evolve, Kawartha Lakes Fire Rescue Services continues to adapt and innovate. Our vision is to remain at the forefront of fire and emergency services by embracing new technologies, enhancing training programs, and fostering a culture of excellence and resilience. We are committed to delivering effective, cost-efficient, and comprehensive services that ensure the safety and well-being of all those who live, work, and visit our community.

The Kawartha Lakes Fire Rescue Service is a critical public safety agency that plays an integral role in safeguarding our community. With a dedicated team of professionals, a commitment to continuous improvement, and a strong focus on prevention and education.



ADMINISTRATION

The administrative team of Kawartha Lakes Fire Rescue Service is led by the Fire Chief, supported by two (2) Deputy Chiefs, one (1) District Chief, one (1) Platoon Chief, one (1) Executive Assistant and three (3) Administrative Assistants. Together, they oversee the efficient and effective management of the department's administrative functions.

Key responsibilities of the administrative team include organizational planning and assessment, resource coordination, data analysis and research, records management, reporting, business communications, public interaction, and procurement. The Administrative Assistant's plays a pivotal role in providing support to the management team, as well as to Fire Prevention & Public Education, Fire Suppression, Training, and our Mechanical Division.

In addition to these core functions, the administration team is responsible for managing department finances, payroll, inventory control, and permit processing. These comprehensive administrative services are essential to ensuring the smooth operation of the department and its continued success in delivering high-quality emergency services to the community.



Jeff Bignell
Deputy Fire Chief



Terry Jones
Fire Chief

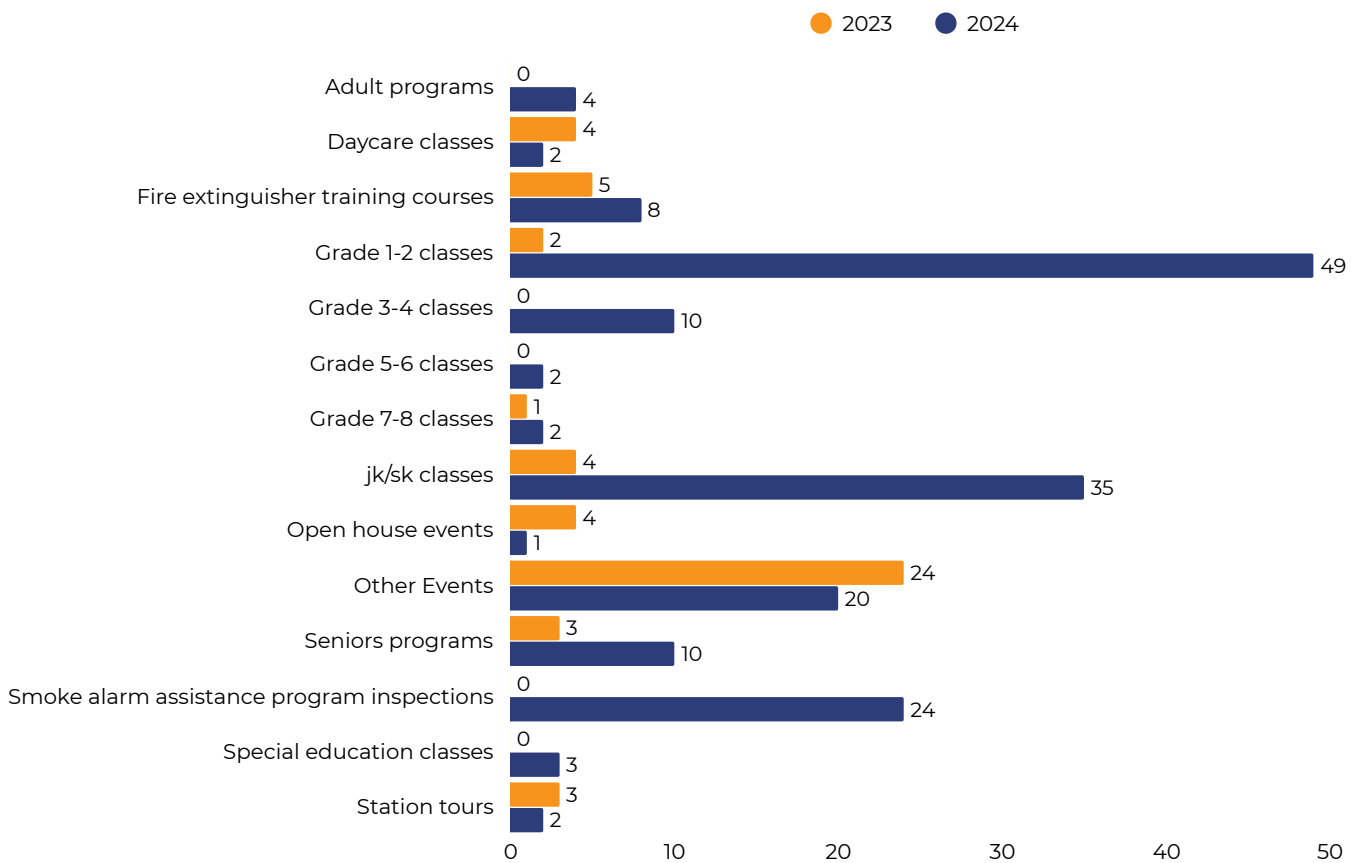


Shaun Moore
Deputy Fire Chief

FIRE PREVENTION & PUBLIC EDUCATION

In 2024, the Kawartha Lakes Fire Rescue Service made significant strides in fire safety education. Our commitment to fire prevention and community awareness was reinforced through expanded outreach programs and impactful educational initiatives. A key highlight was Fire Prevention Public Educator Katie Dukelow receiving the Ontario Association of Fire Educators (OAFE) Program of the Year award for Jump Into Fire Safety With Katie, recognizing its positive influence on fire safety education.

Public Education Events - First Line of Defence



Other: Summer School, Camps, Community Organizations, Co-op Classes, Job Fair, Combined Age Groups, Youth at Risk Groups

Initiative Highlights

- School Outreach Programs: Kawartha Lakes Fire Rescue Service delivered fire safety lessons from kindergarten to high school, covering topics such as electrical safety, emergency preparedness, and fire extinguisher training.
- Community Workshops & Seminars: We hosted workshops on kitchen safety, candle usage, electrical fire prevention, and fire extinguisher training.
- Smoke Alarm Campaign: Our door-to-door program continued, providing free smoke and CO alarm inspections, supported by the Project Zero grant and community fundraising.
- Award-Winning Jump Into Fire Safety With Katie Show: The TV program, in collaboration with RogersTV North Durham, was awarded Program of the Year by Ontario Association of Fire Educators.
- Public Awareness Campaigns: Kawartha Lakes Fire Rescue Service participated in Ontario's Test Your Smoke Alarm Day and hosted Fire Prevention Week events, emphasizing the importance of smoke alarm maintenance.



Smoke Alarm and Co Alarm Program

2023 2024

Total number of Smoke Alarms Inspected	102	97
Total Homes Visited	279	222
Smoke Alarm Assistance Program (65+/Disability)	16	21

Events

2023 2024

Total Number of Public Events	8588	9227
Total Number of Events Scheduled	85	201

Outcomes and Impact

- Increased Awareness: Expanded reach of fire safety messages across Kawartha Lakes.
- Enhanced Engagement: Greater community participation in educational programs.
- Tangible Results: Successful installation of smoke alarms in vulnerable households and positive community feedback.

Looking Ahead

Kawartha Lakes Fire Rescue Service remains committed to advancing fire safety education, adapting to emerging challenges, and fostering a culture of safety across the community.

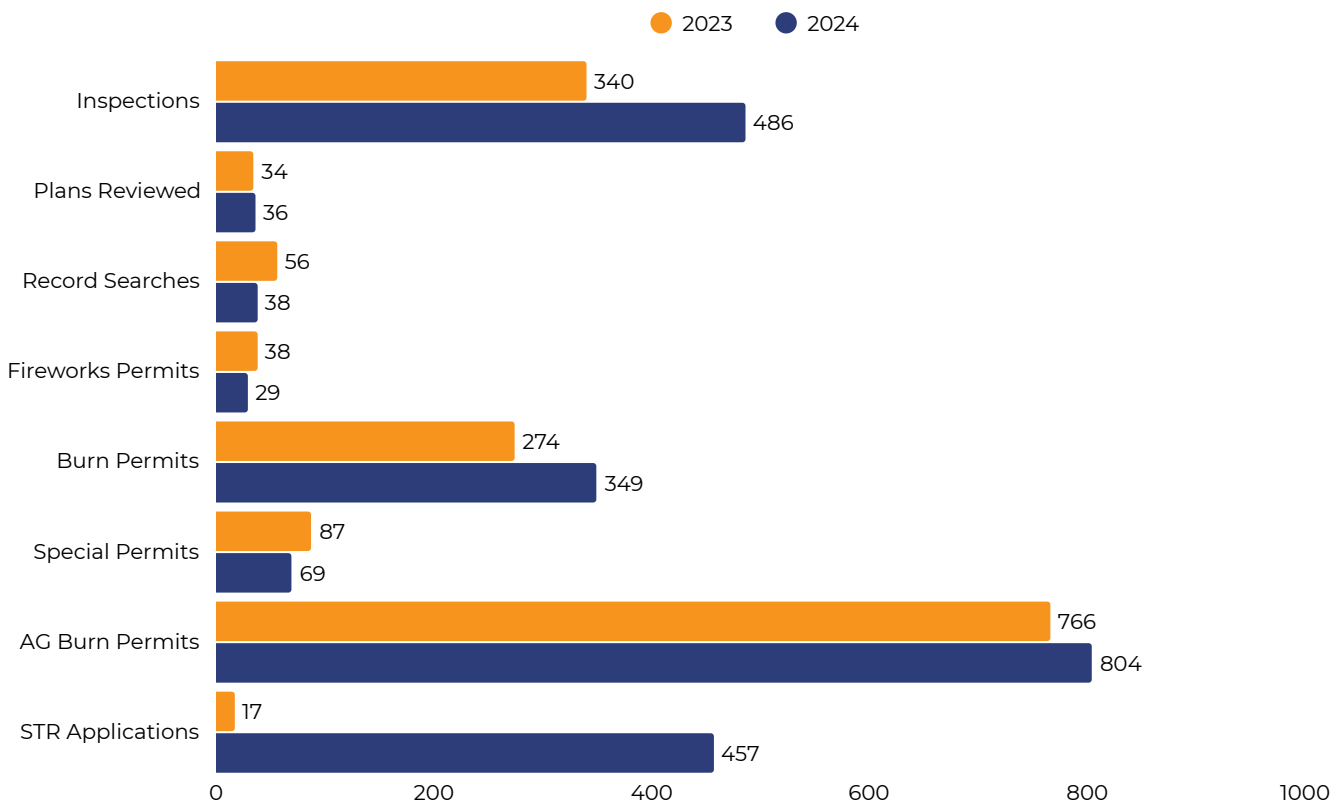
In 2024, the Public Education Division of Kawartha Lakes Fire Rescue Service achieved significant milestones in fire safety education. With award-winning programs, strong community engagement, and impactful public outreach, Kawartha Lakes Fire Rescue Service continues to lead the way in fire prevention efforts, ensuring a safer and more prepared community.



Fire prevention remains a cornerstone of the Kawartha Lakes Fire Rescue Service's commitment to ensuring the safety and well-being of our community. In 2024, we continued to prioritize proactive measures aimed at reducing the risk of fire-related incidents through public education, community outreach, and rigorous fire safety programs. By working collaboratively with residents, businesses, and local organizations, we strive to create a safer environment for all. Our ongoing efforts to promote awareness, conduct inspections, and deliver life-saving fire safety information are key components in minimizing the impact of fires and protecting lives and property across Kawartha Lakes.

Fire inspections play a vital role in ensuring safety compliance with the Ontario Fire Code, preventing fires, and educating the community on fire safety. They identify and address hazards, enforce regulations, and help maintain fire safety systems, contributing to public safety and well-being. Inspections also support community resilience, economic stability, and quality of life by minimizing fire risks, protecting properties, and fostering regulatory compliance. Ultimately, fire inspections align with the City of Kawartha Lakes' strategic goals of promoting safety, preparedness, and a thriving, sustainable community.

Inspection and Enforcement - The Second Line of Defense



CRITICAL INCIDENT STRESS MANAGEMENT AND PEER SUPPORT TEAM

The Peer Support Team is comprised of eleven members, with nine having completed and been certified in the Assisting Individuals in Crisis course through The Johns Hopkins University and Loyola University, Maryland, while two are currently awaiting training. Additionally, two members have successfully completed and received certification in the Group Crisis Intervention course through the University of Maryland.

In 2024, the team dedicated approximately 32 hours providing one-on-one support to 24 Kawartha Lakes Fire Rescue Service firefighters as part of the Peer Support program. However, no group support was requested from the Peer Support Team during that year.



TRAINING

The Training Division plays a critical role in supporting all areas of the Kawartha Lakes Fire Rescue Service by providing ongoing training, specialty programs, and working toward adherence with O. Reg. 343/22 Firefighter Certification.

In 2024, the Division saw notable progress, with the addition of a Full-Time Training Instructor to assist the Training Officer in delivering training across the 19 stations.



Key Achievements

Ice Water Rescue Technician Training - Thirty (30) Firefighters were trained to the NFPA 1006 Ice Water Rescue Technician.

Recruit Firefighter Training - Fifty-six (56) New Recruit Firefighters completed NFPA 1001 Firefighter Level I training.

Apparatus Pump Operator Training - Seven (7) introductory courses were delivered to thirty-four (34) Firefighters in preparation for the upcoming NFPA 1002 Driver/Operator of Apparatus Equipped with a Fire Pump certification.

Live Fire Training - For the second consecutive year, through a successful application with the Ontario Fire Marshal (OFM), the division offered Live Fire Training to all Firefighters. The OFM provided six (6) days of training, allowing for sixteen (16) sessions, with one hundred and thirty-two (132) Firefighters participating.

Emergency First Responder Training - All staff were scheduled for the annual Emergency First Responder continuing medical education (CME) training, with twenty-nine (29) dates offered to ensure full participation.

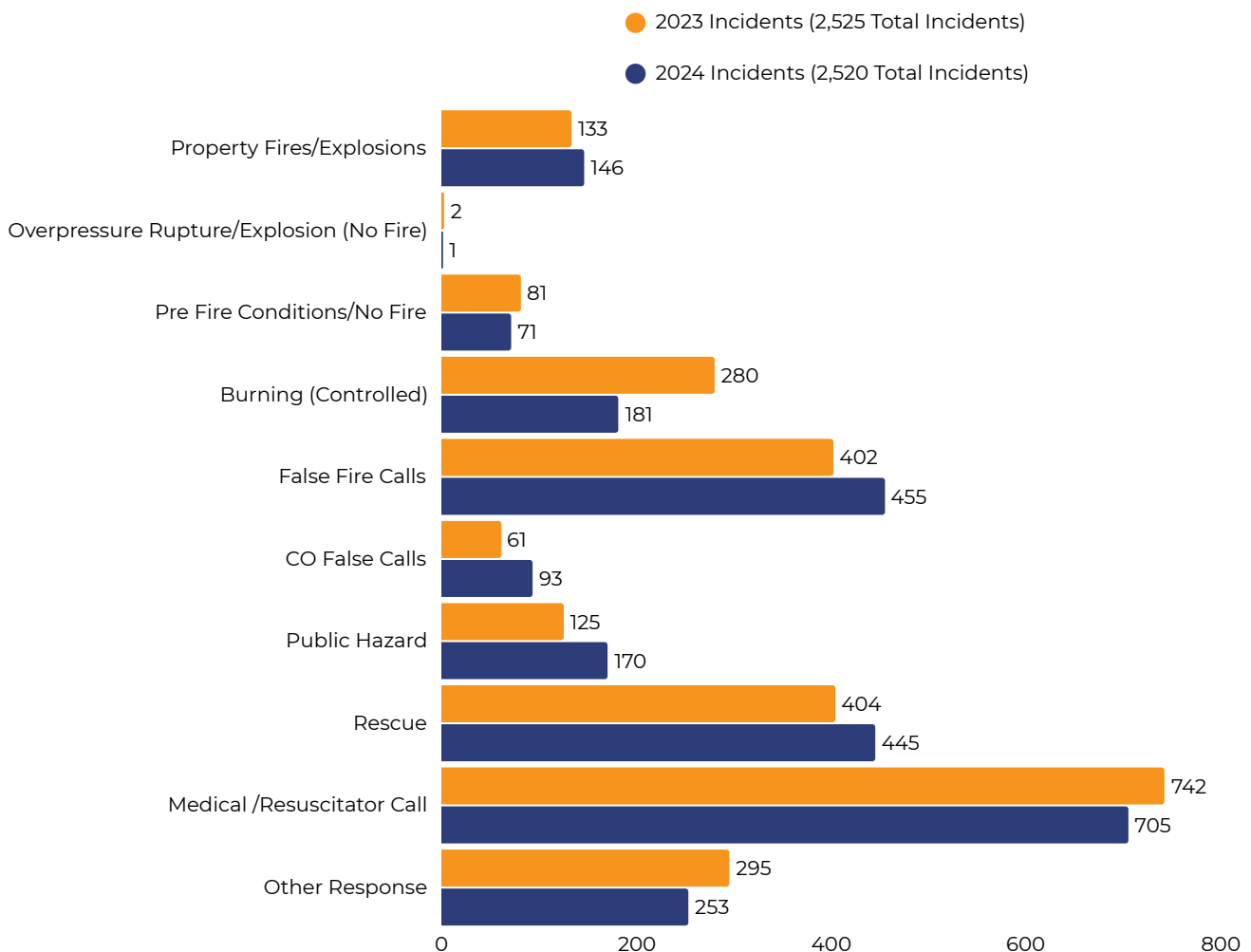
Certification Testing - Six (6) certification test dates were approved by the OFM's Academic Standards and Evaluation Unit, with a total of one hundred and ninety (190) certification tests completed. These included:

- **100** Firefighters for NFPA 1001 Level 1 (written and practical)
- **11** Firefighters for NFPA 1001 Level 2 (written and practical)
- **79** Firefighters for NFPA 1072 HazMat Awareness (Parts 1 & 2)

EMERGENCY RESPONSE OVERVIEW

In 2024, the department responded to a total of 2,520 emergency calls. Dispatched responses are categorized in the Departmental Records Management System, using the same classification standards as the Standard Incident Reporting (SIR) system utilized by the Office of the Fire Marshal.

The charts below provide a comparison of the department's responses, with the graph illustrating the number of calls for each incident type.



Note:

Property Fires/Explosions: Residential, commercial and industrial, structures, vehicles, and wildfires. Pre Fire Conditions/No Fire: Minor Cooking incidents. Burning (Controlled): Open air burning, garbage bin fires. False Fire Calls: Fire alarm equipment malfunctions, accidental activation, malicious or perceived emergencies. CO False Calls: Incidents with no CO readings. Public Hazard: Natural gas and propane leaks, incidents with CO readings, hydro lines down on trees or across roadways. Rescue: Motor vehicle accidents/extrication, water/ice, elevator, and similar rescues. Medical/Resuscitator Call: Medial calls, oxygen administered, CPR, defibrillator used, and other similar medical. Other Responses: Assisting other agencies, other public services, call cancelled on route, incident not found, other responses.

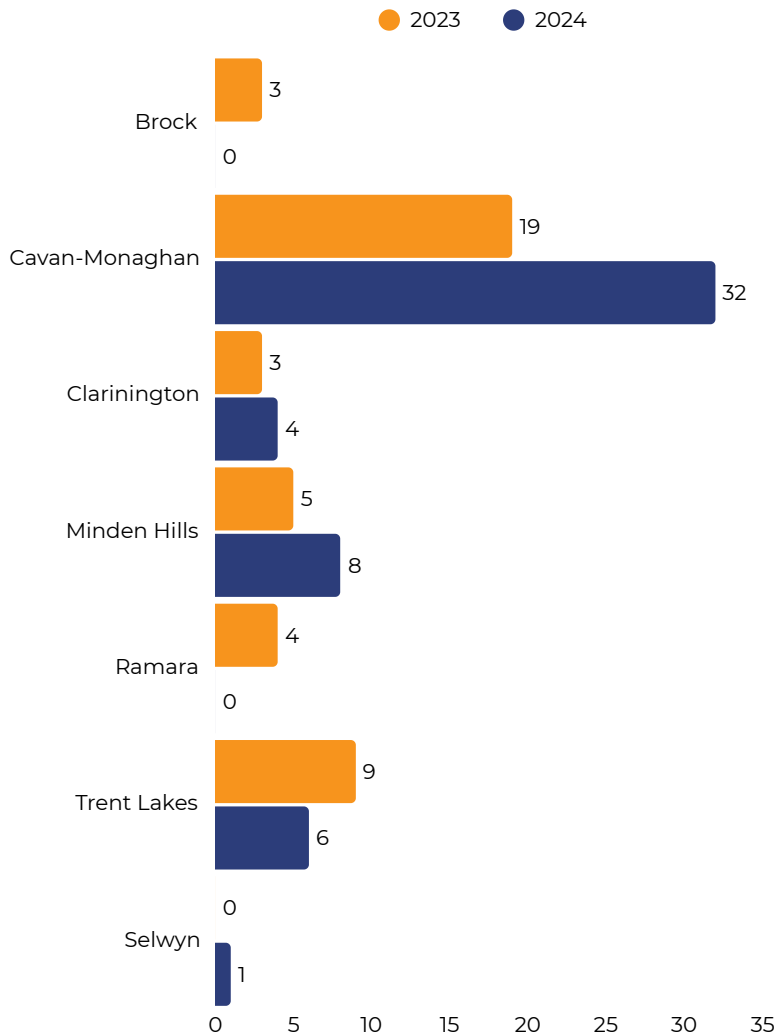
Department Overview Emergency Incidents

2023 Estimated Dollar Loss - Emergency Response Summary		
Fire Response	Total Calls	Estimated Loss
Loss Reported (Includes Injuries/\$Loss)		
Outdoor	5	\$ 255,000
Structure	48	\$ 6,320,950
Vehicle	24	\$ 737,902
Total	77	\$ 7,313,852
2024 Estimated Dollar Loss - Emergency Response Summary		
Fire Response	Total Calls	Estimated Loss
Loss Reported (Includes Injuries/\$Loss)		
Outdoor	6	\$ 55,100
Structure	73	\$ 13,472,061
Vehicle	33	\$ 862,352
Total	112	\$ 14,389,513

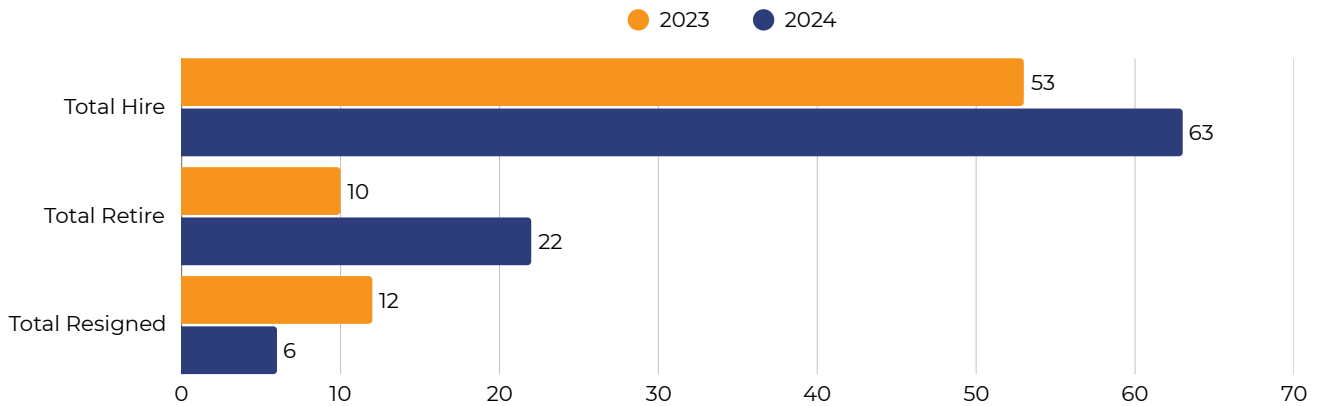
Injury Summary		
	2023	2024
Type of Injury		
Firefighter Injury	3	5
Civilian Injury	4	3
Civilian Fatality	1	0

Automatic Aid Agreements

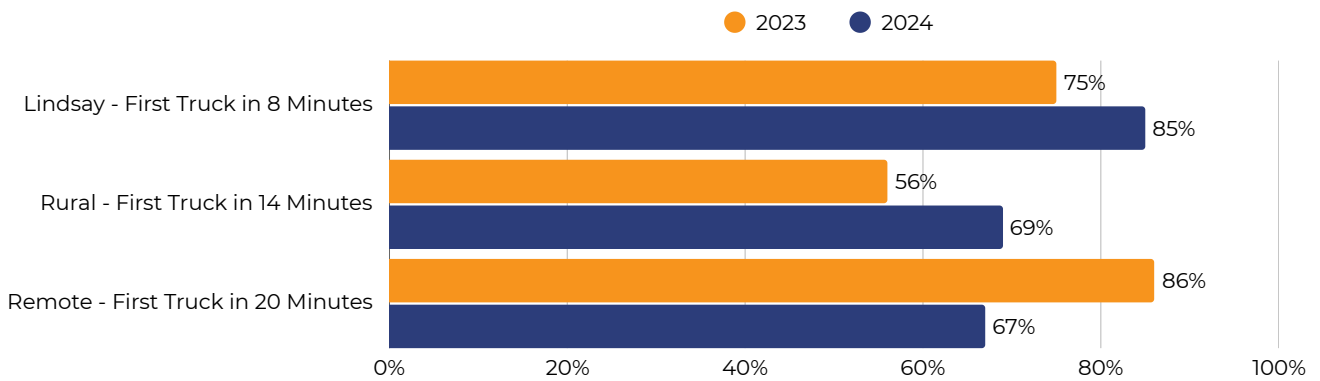
An Automatic Aid Agreement, as defined under the Fire Protection and Prevention Act, 1997, refers to an agreement in which one municipality commits to providing an initial response to fires, rescues, and emergencies in a specific area of another municipality. This agreement is made when a fire department in the first municipality can respond more quickly than any fire department located within the second municipality.



Hire, Resigned, and Retired

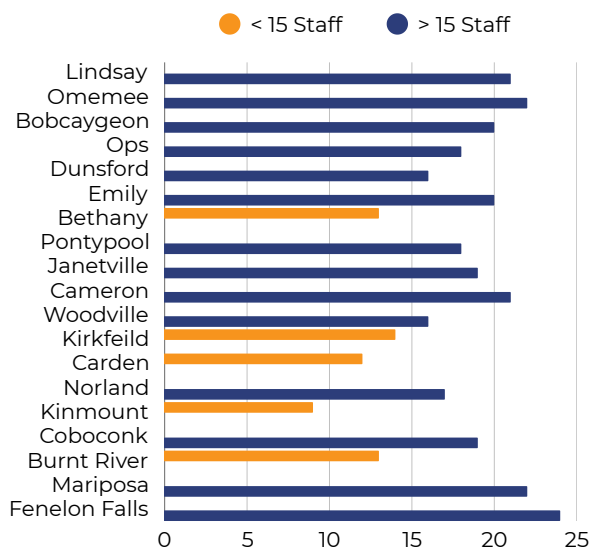


First Truck on Scene to a Structure Fire

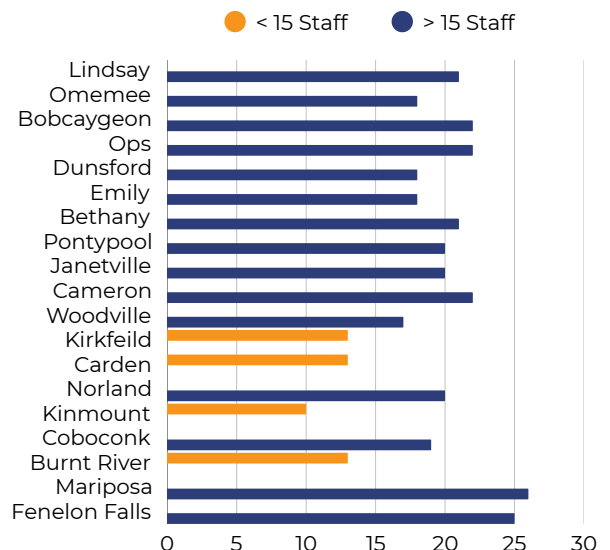


Staffing

2023 Volunteer Staffing



2024 Volunteer Staffing

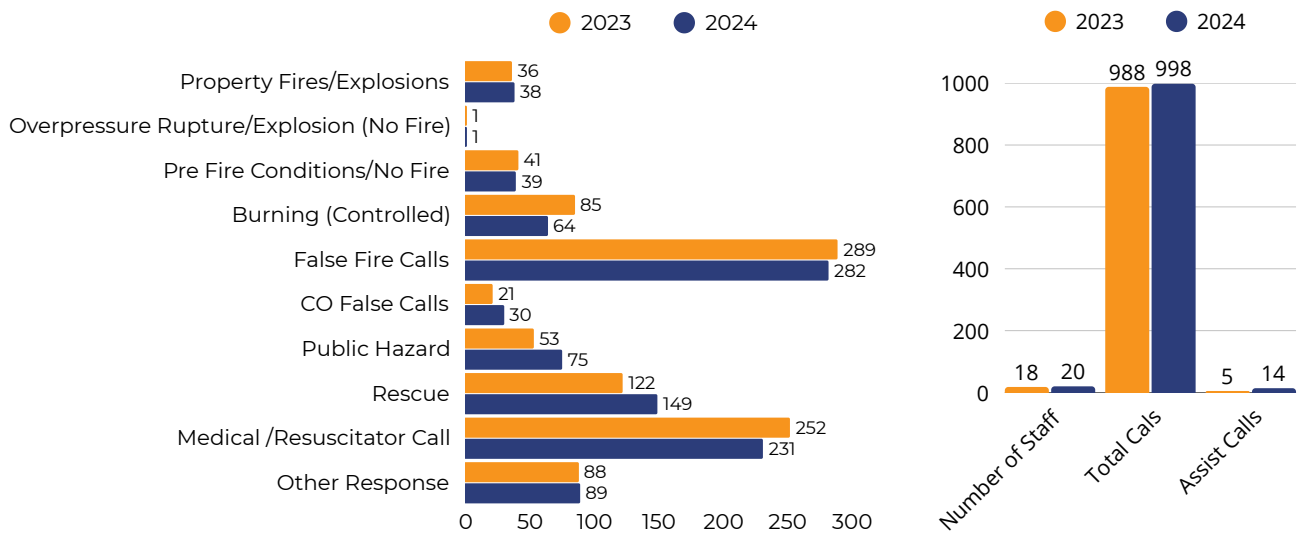


Station Overview

The City of Kawartha Lakes Firefighters (both Volunteer and Career) play a crucial role in safeguarding the community, offering their time, expertise, and unwavering dedication to emergency response and fire prevention. Comprising a team of highly trained individuals, they serve across various regions of the city, responding to fires, medical emergencies, and rescue operations. With a deep commitment to public service, these Volunteer Firefighters are integral to maintaining the safety and well-being of residents, ensuring that help is always available when it's needed most. Their tireless efforts and sense of duty exemplify the spirit of community and selflessness that defines the Kawartha Lakes region.

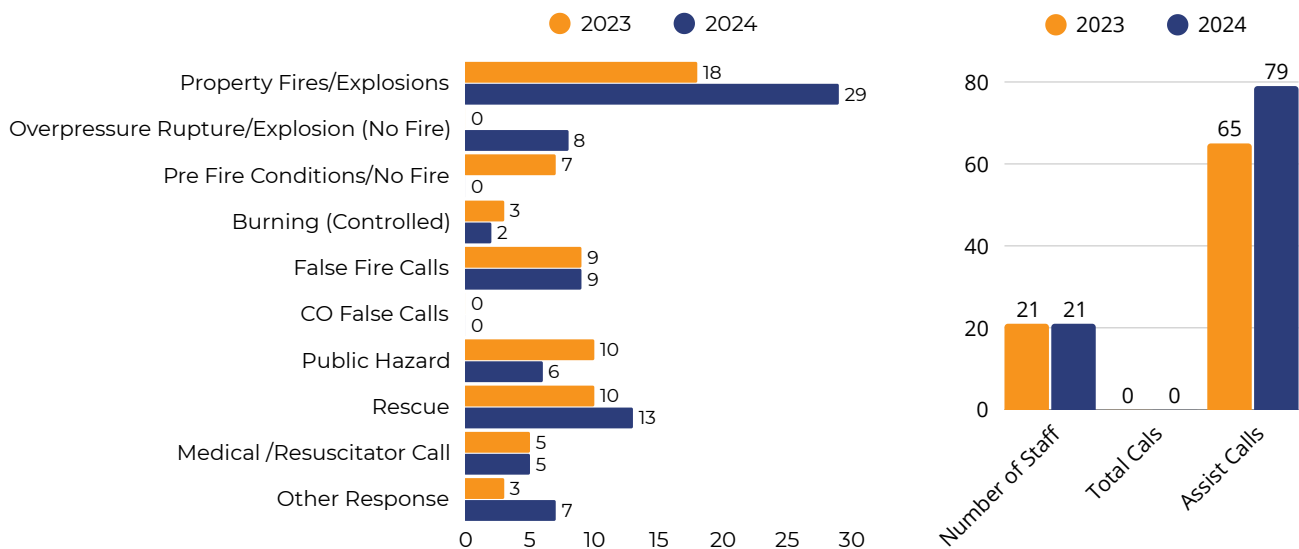
****Note:** Incidents are based on first response only, with the exception of Station 1 Volunteers and Station 4.

Station 1 FT - Lindsay

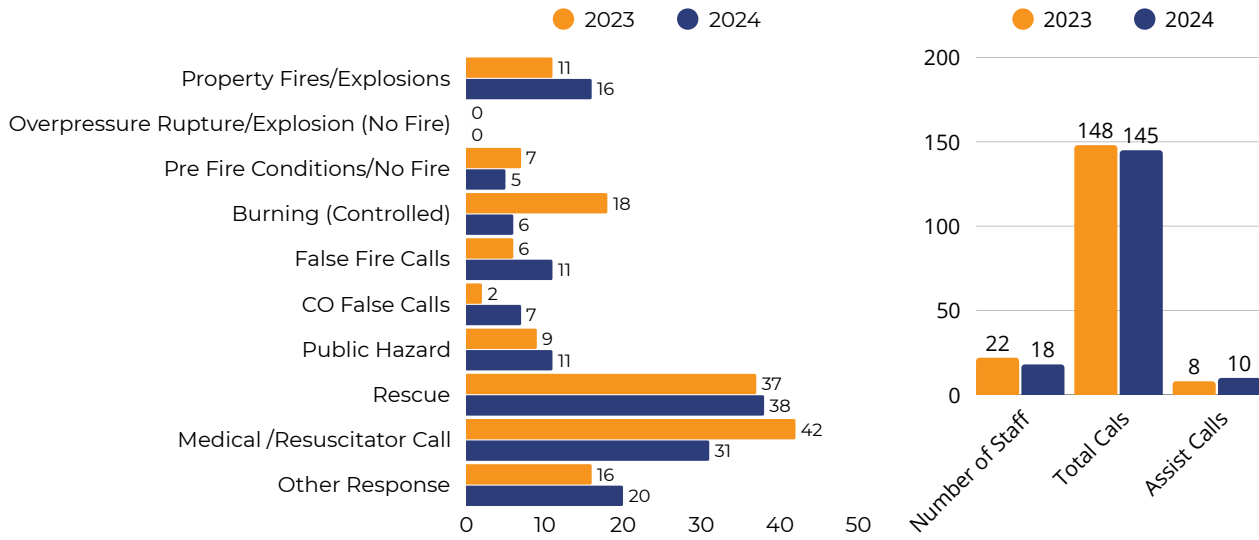


Station 1 VOL - Lindsay

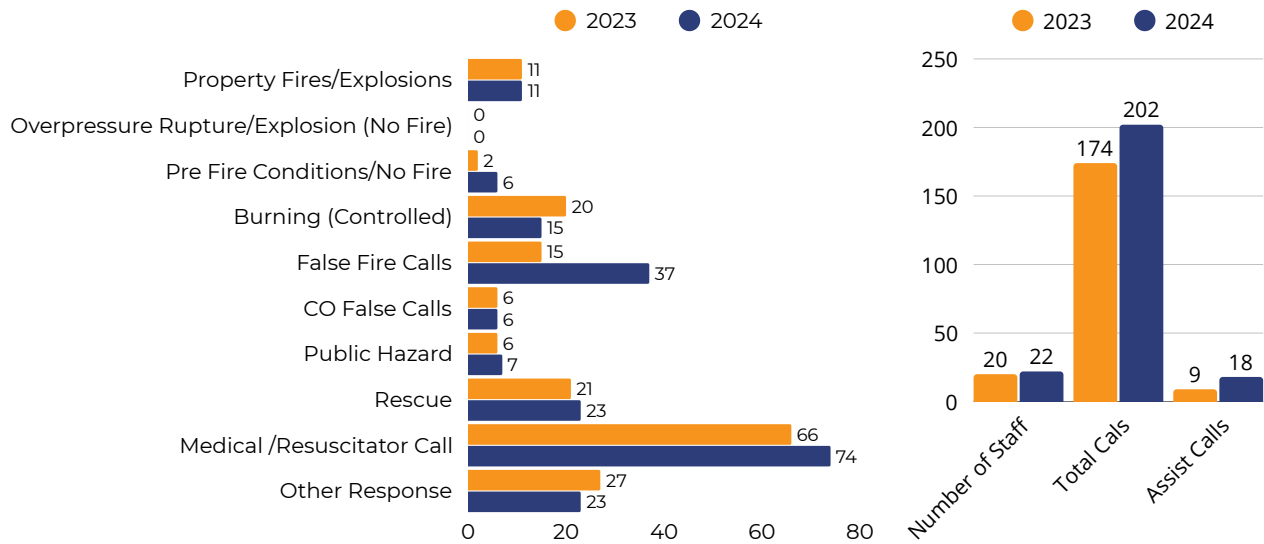
****Note:** Station 1 Volunteers Incidents are for Assist Calls Only *(Graph Below)*



Station 2 - Omeme

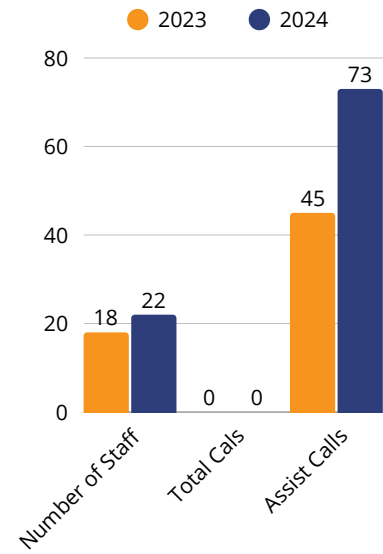
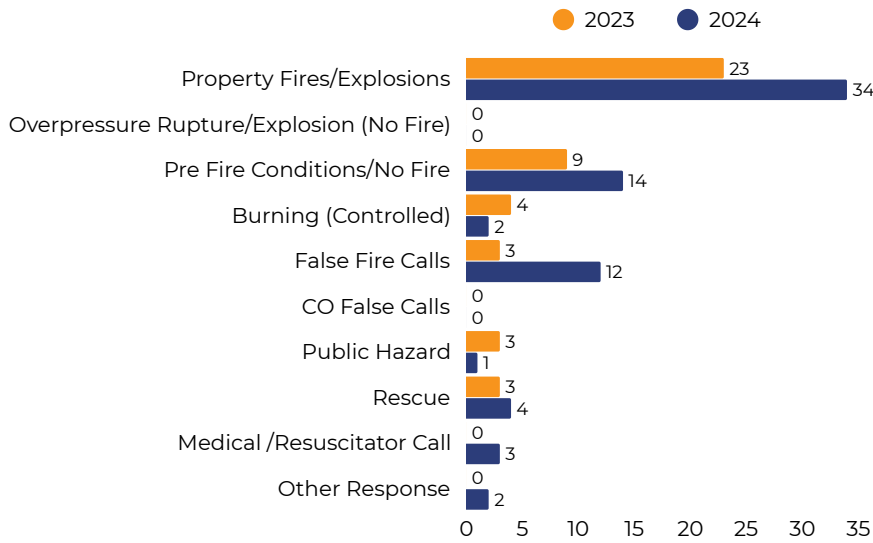


Station 3 - Bobcaygeon

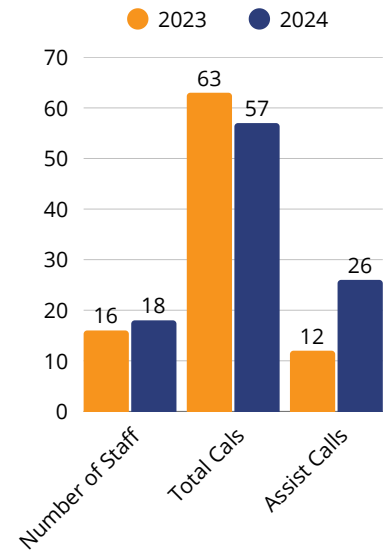
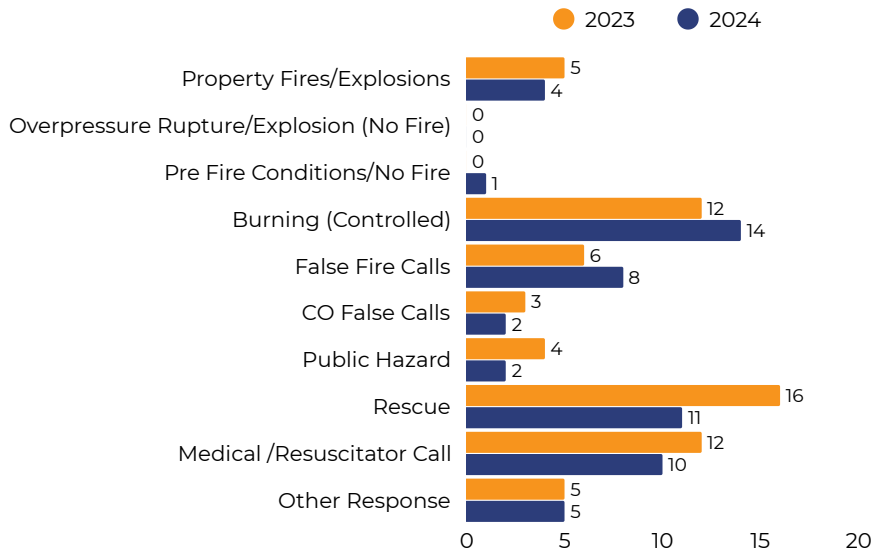


Station 4 - Ops

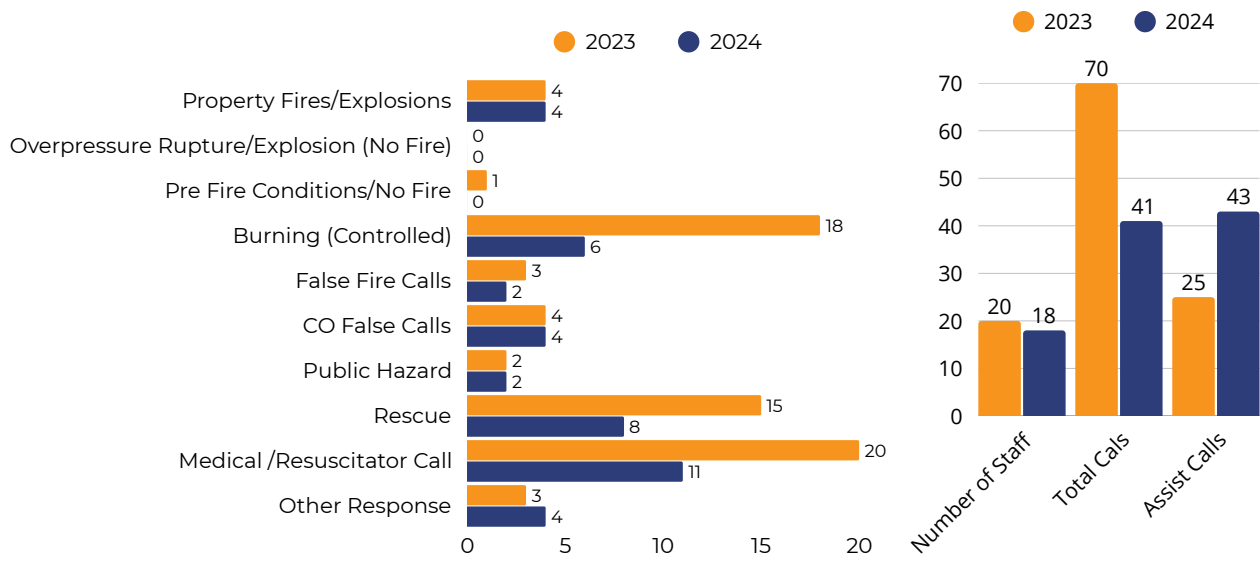
****Note:** For Station 4 Volunteers Incidents are for Assist Calls Only *(Graph Below)*



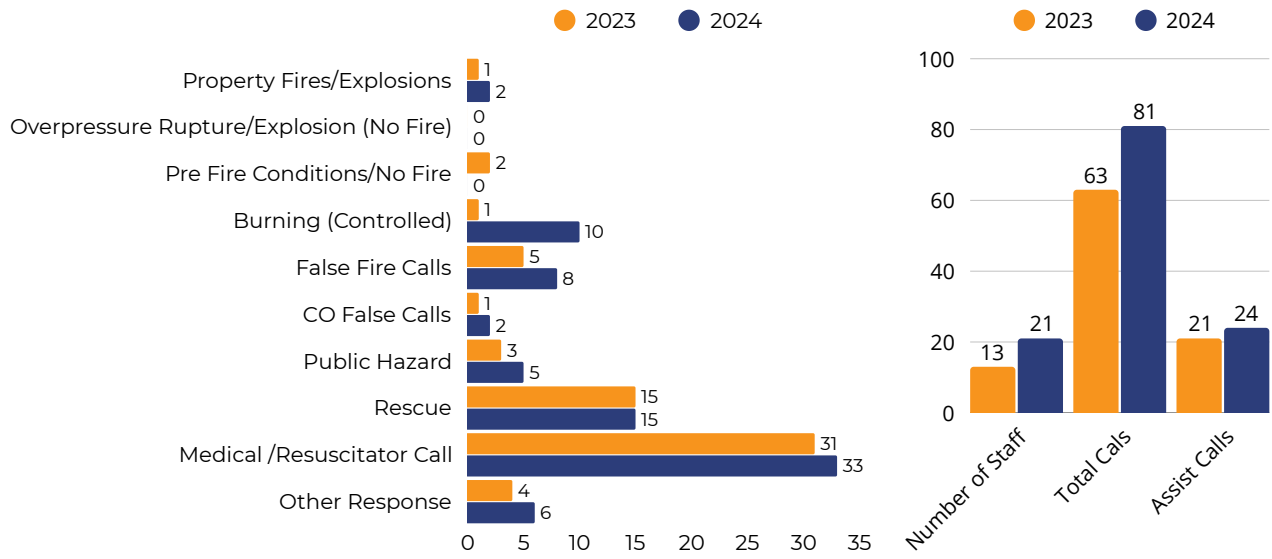
Station 5 - Dunsford



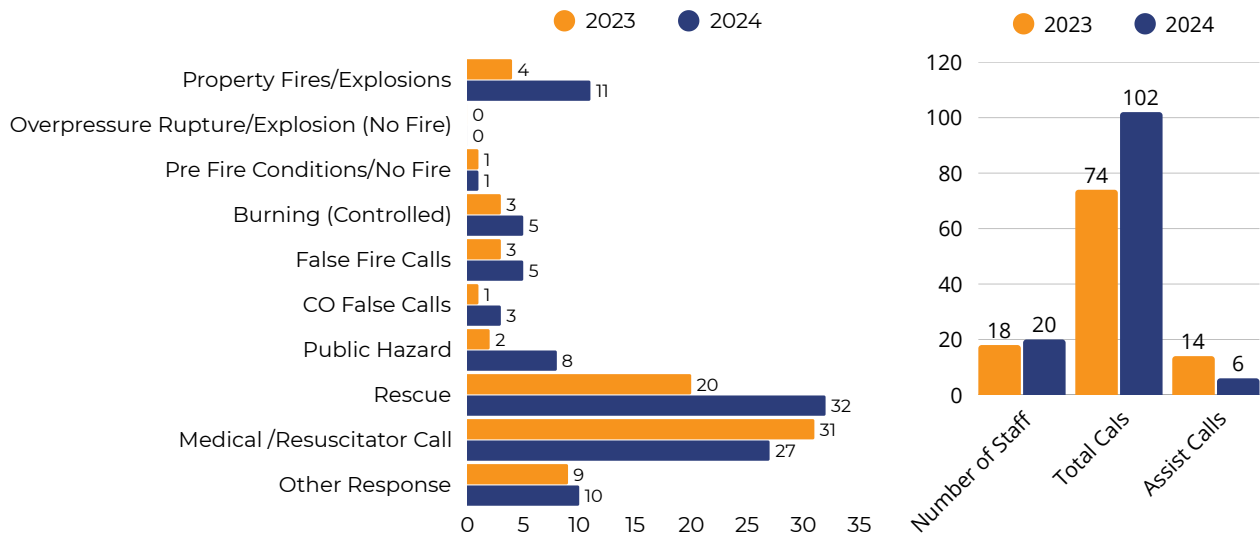
Station 6 - Emily



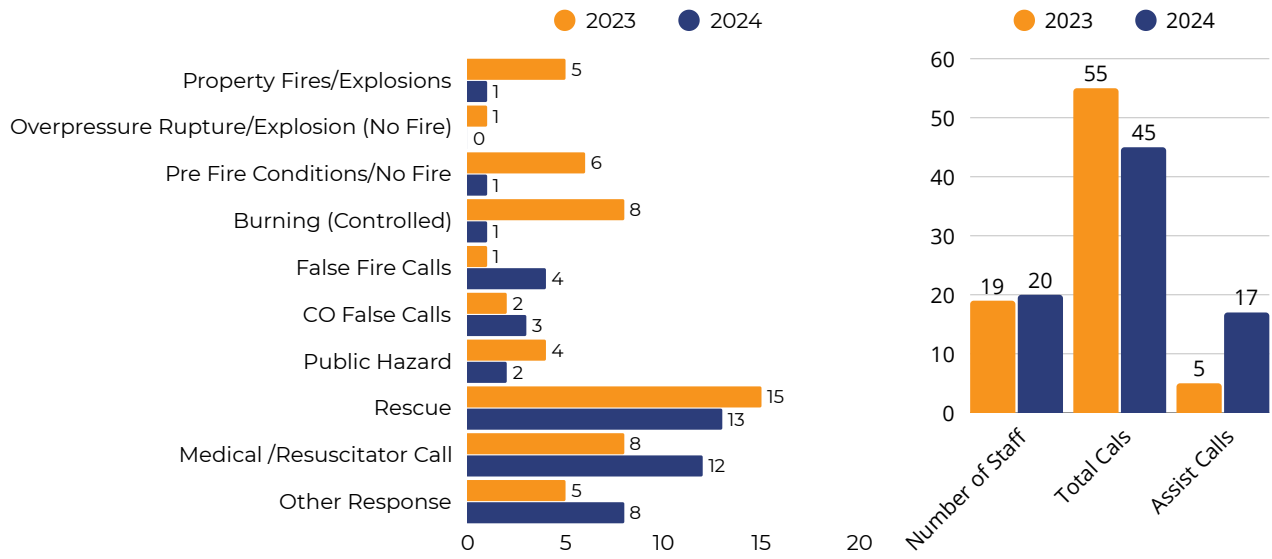
Station 7 - Bethany



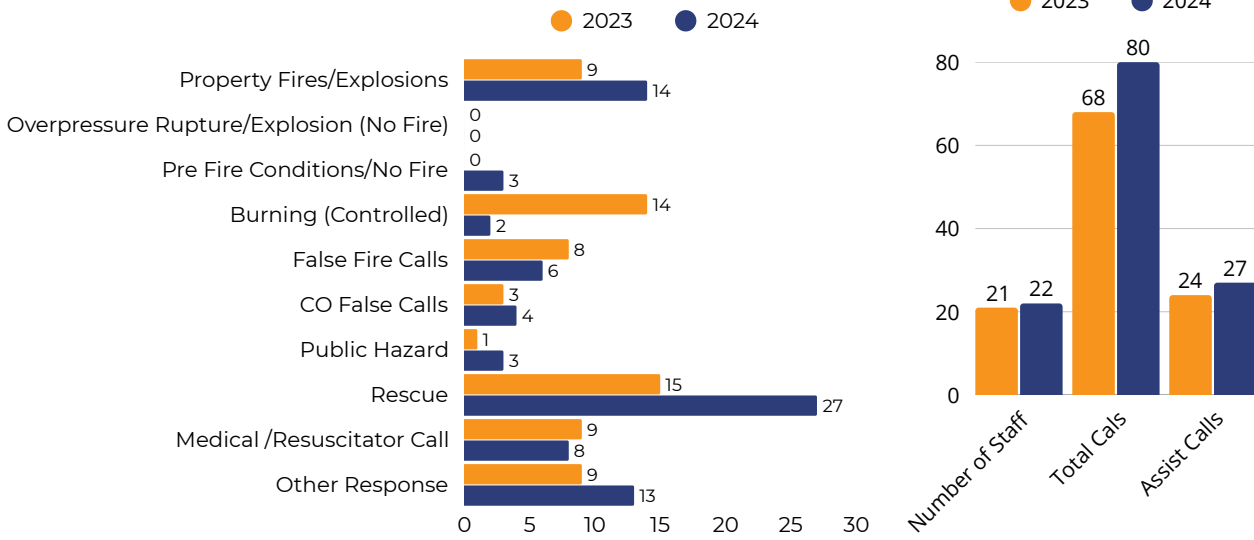
Station 8 - Pontypool



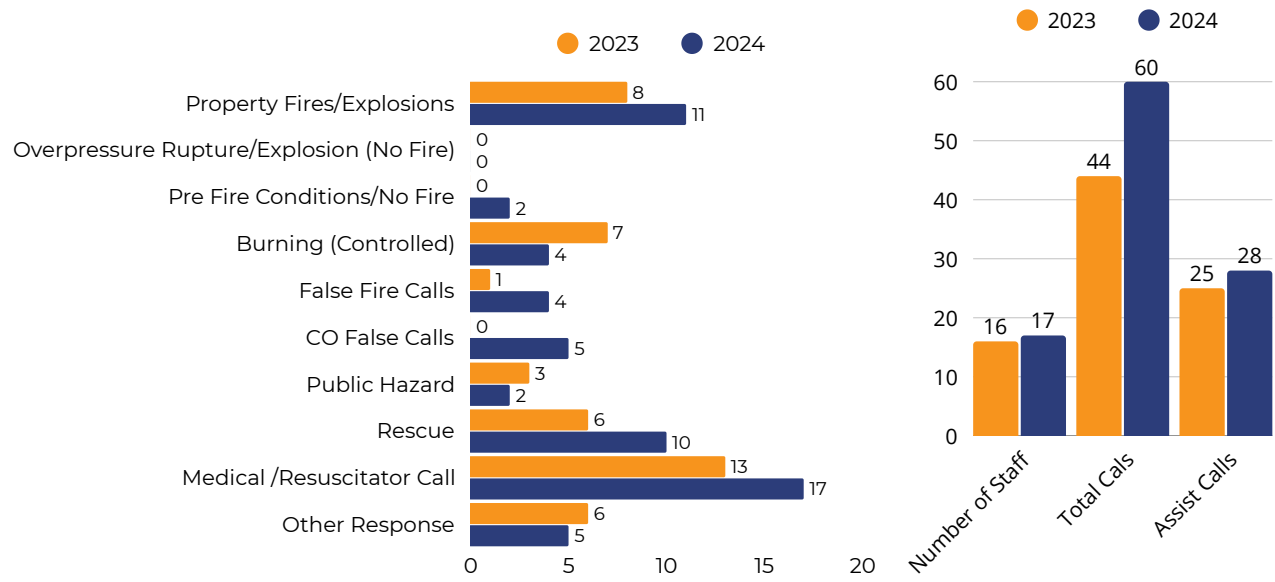
Station 9 - Janetville



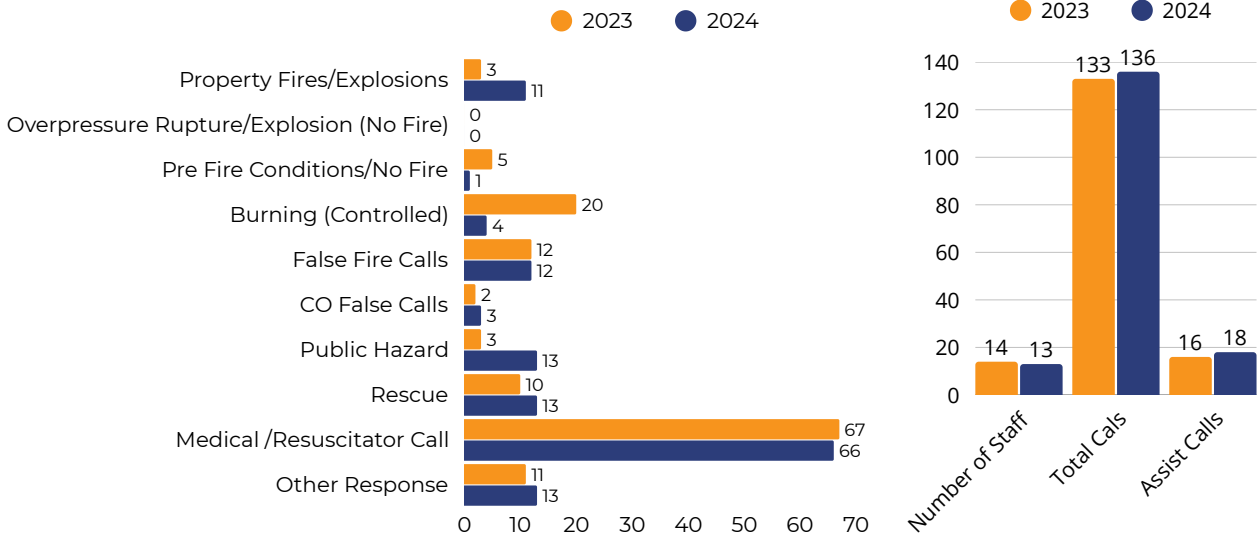
Station 12 - Cameron



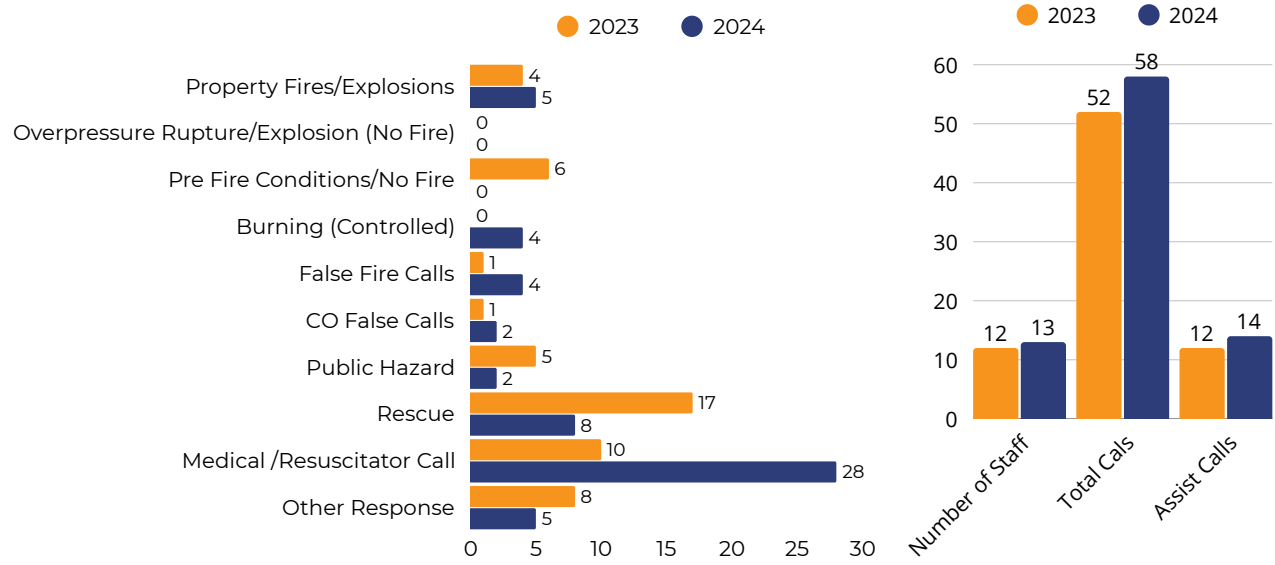
Station 14 - Woodville



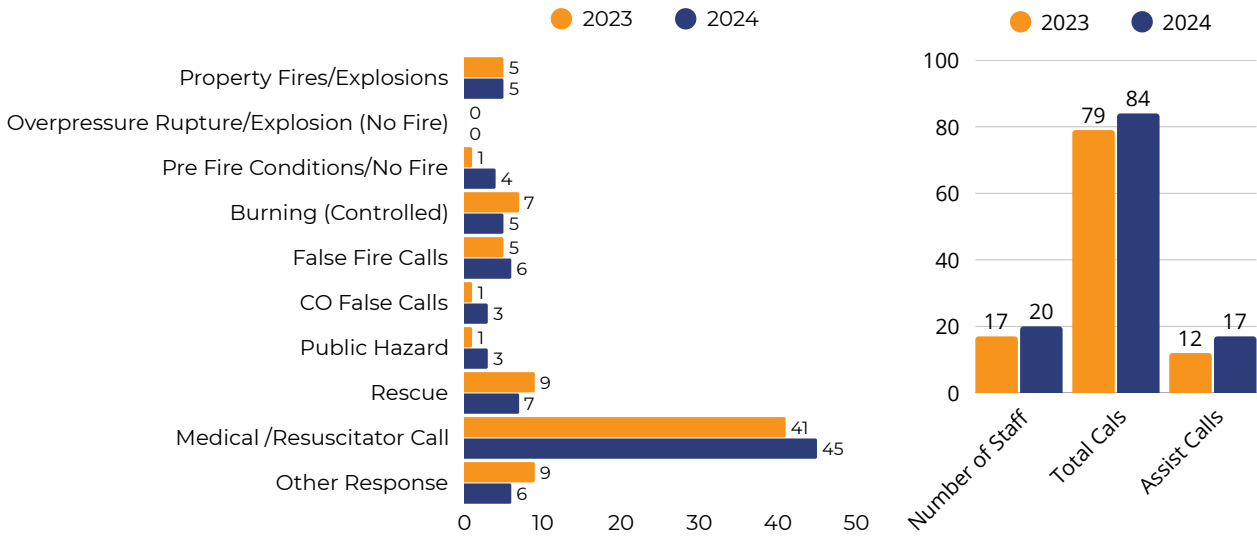
Station 15 - Kirkfield



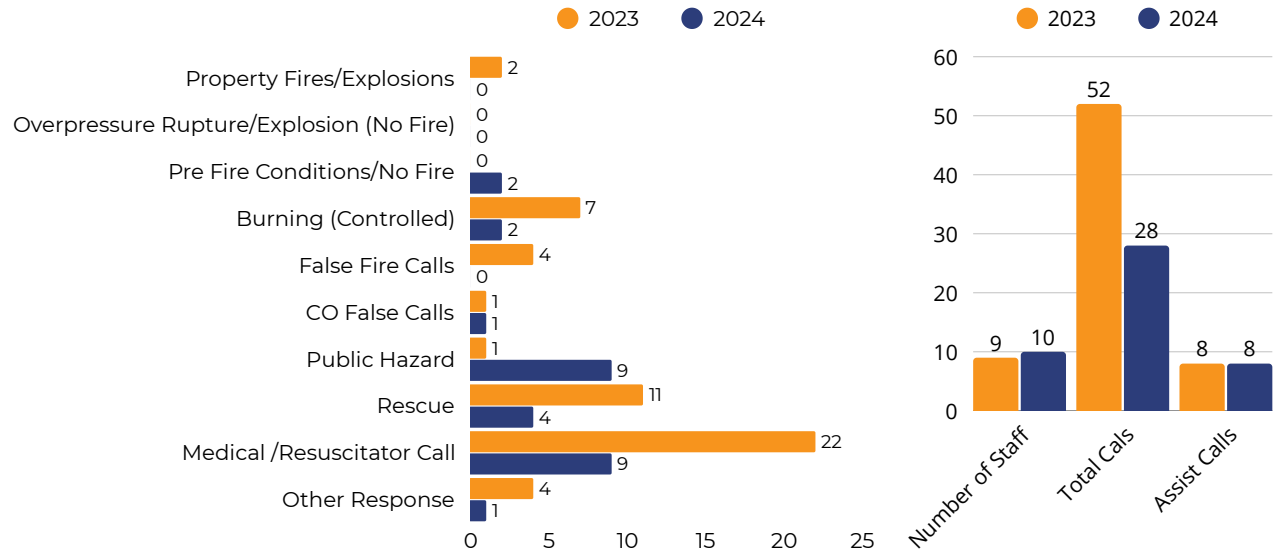
Station 16 - Carden



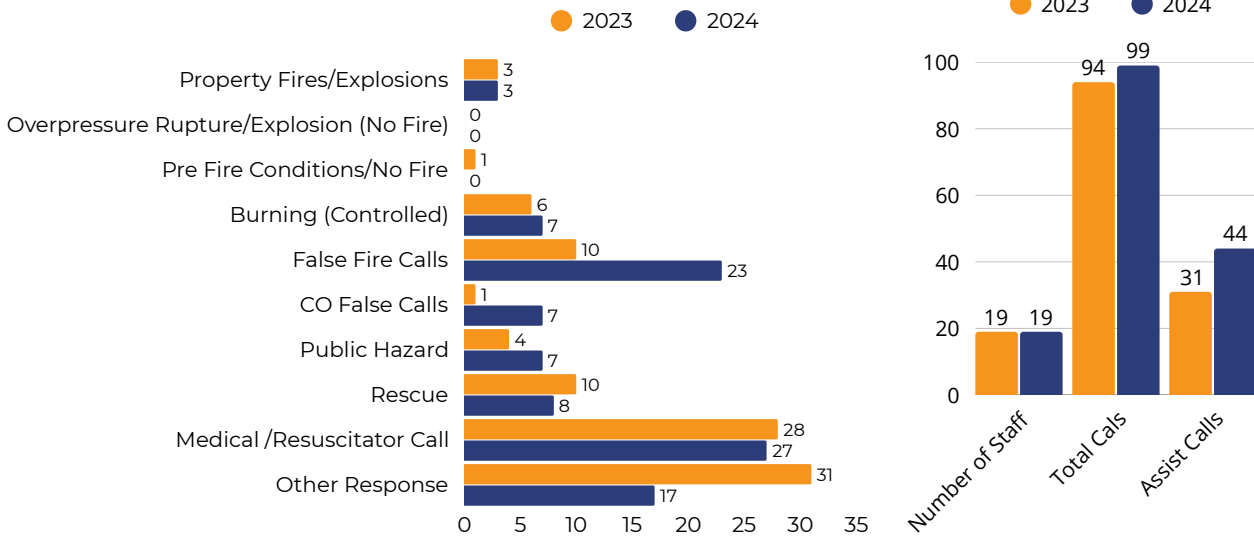
Station 17 - Norland



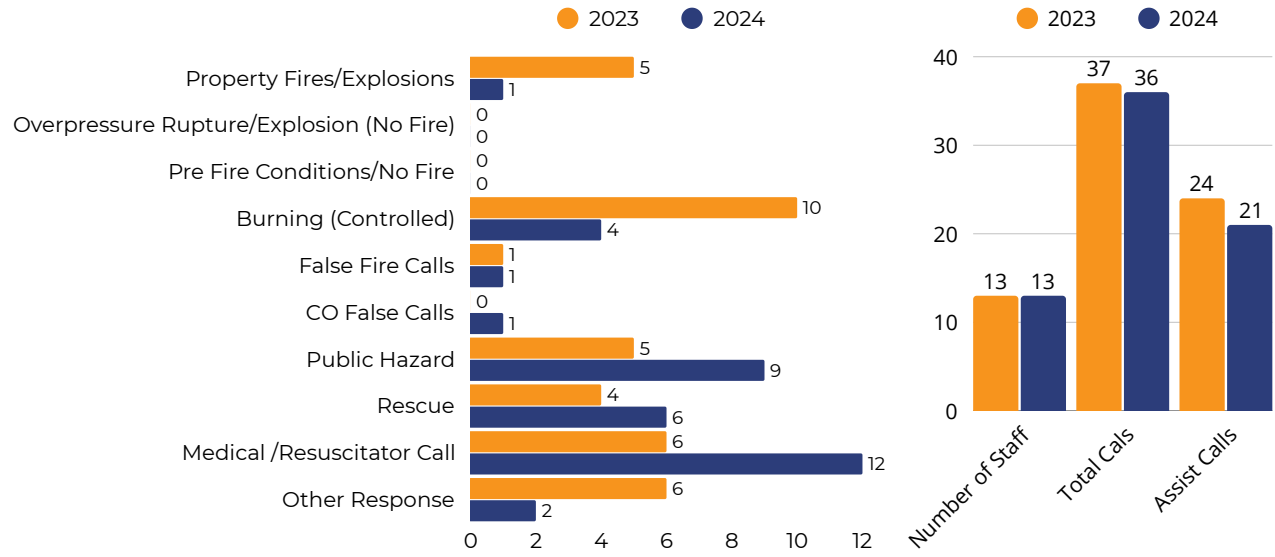
Station 18 - Kinmount



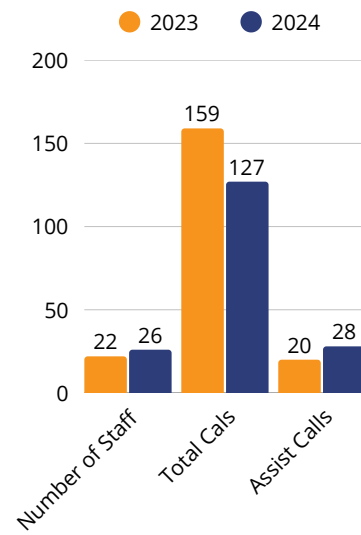
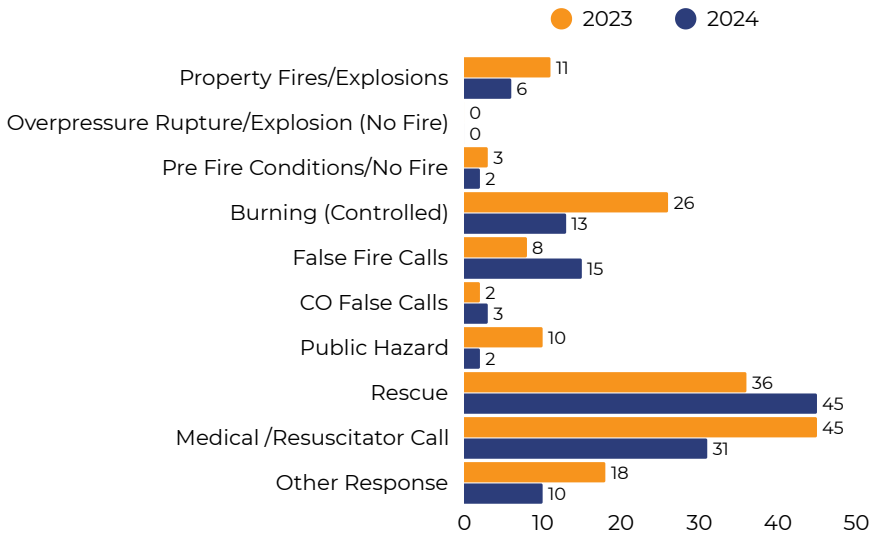
Station 19 - Coboconk



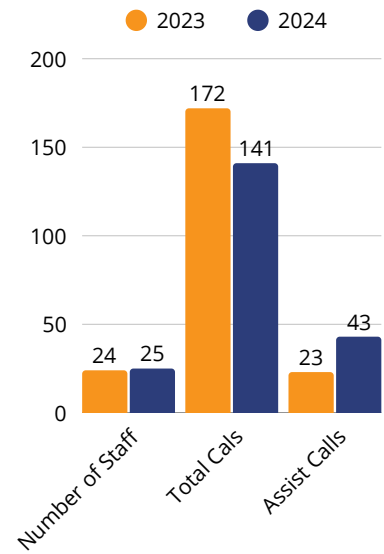
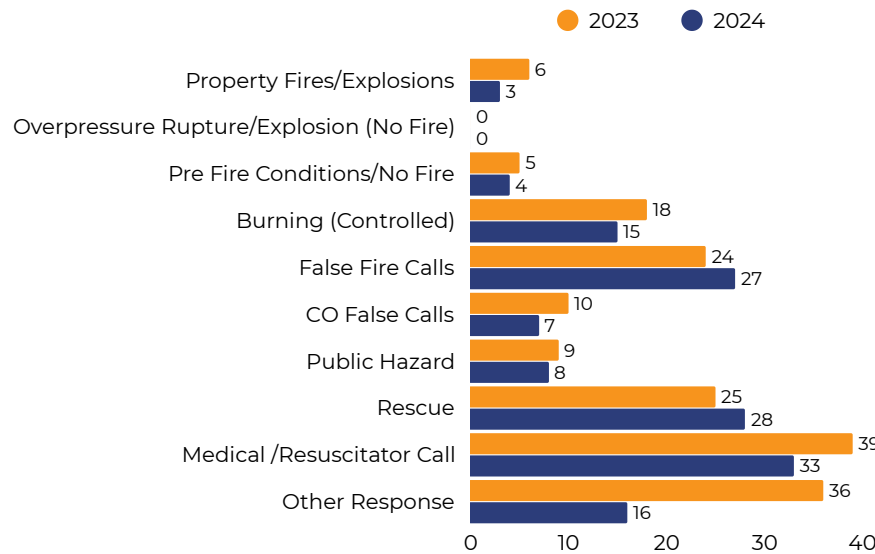
Station 20 - Burnt River



Station 21 - Mariposa



Station 22 - Fenelon Falls



RECOGNITION

At Kawartha Lakes Fire Rescue Service, we are proud to recognize the outstanding dedication and commitment of our Firefighters through both the Provincial and Federal Long Service Awards. These prestigious awards honor the years of service and the invaluable contributions made by Firefighters in Ontario, acknowledging their selflessness and sacrifice in serving their communities.

The Provincial Long Service Award recognizes Firefighters who have dedicated 20, 25, 30, or more years of service, while the Federal Long Service Award is a national recognition for those with 20 or more years of distinguished service.

We are incredibly proud of our team at Kawartha Lakes Fire Rescue Service and want to extend our heartfelt congratulations to all of our staff members who reached these significant milestones in 2024. Your years of service are a testament to your professionalism, resilience, and unwavering commitment to keeping our community safe. Thank you for your dedication and hard work — your contributions do not go unnoticed, and we are grateful for all that you do.

Long Service Medal Recipients of 2024

20 Year Milestone

- Kevin Giroux 20 years
- Derek Lahay 20 years
- Jennifer Lock 20 years
- Chris Empey 20 years
- Andrew Gasmsby 20 years
- Blair Smith 20 years

30 Year Milestone

- Brian Beukeboom 30 years

40 Year Milestone

- Dan Barr 40 years
- Larry Blodgett 40 years

50 Year Milestone

- Bruce Douglas 50 years



ACCOMPLISHMENTS

Administration

- Launch of Live Cityworks Public Access Portal for Fire Service Permits
- Updated Fire Service Establishing and Regulating Bylaw
- Hired two (2) Deputy Fire Chiefs

Fire Prevention

- Completed Community Risk Assessment required by O. Reg 378/18
- Award-Winning Jump Into Fire Safety With Katie Show: The TV program, in collaboration with RogersTV North Durham, was awarded Program of the Year by Ontario Association of Fire Educators

Suppression Services

- Hired two (2) full-time Firefighters
- Hired sixty-three (63) Volunteer Firefighters

Training

- Hired one (1) full-time Training Instructor
- 100 Firefighters for NFPA 1001 Level 1 (written and practical)
- 11 Firefighters for NFPA 1001 Level 2 (written and practical)
- 79 Firefighters for NFPA 1072 HazMat Awareness (Parts 1 & 2)



Committee of the Whole Report

Report Number: LGL2025-004
Meeting Date: April 8, 2025
Title: **Rental Protection By-laws – Preventing Renovictions and Conversion of Rental Housing to Non-Rental Use**
Description: Recommendation to not approve by-laws
Author and Title: Robyn Carlson, City Solicitor

Recommendation:

That Report LGL2025-004, **Rental Protection By-laws – Preventing Renovictions and Conversion of Rental Housing to Non-Rental Use**, be received; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

On November 5, 2024, Committee of the Whole considered a **Memorandum Regarding a potential Rental Housing Protection (Renoviction) By-Law, advanced by** Deputy Mayor McDonald. A copy of that Memorandum is attached as Attachment A. Council on November 19, 2024 then passed the following resolution:

CW2024-207

That the Memorandum from Deputy Mayor McDonald, **regarding a Rental Housing Protection (Renoviction) By-Law**, be received; and

That staff investigate a possible licensing program and/or implementing a new By-Law to prohibit and regulate the demolition and conversion of residential rental properties, and report back to Council with information and recommendations by the end of Q1 2025.

Carried

The purpose of this report is to provide the information and recommendations as requested.

Rationale:

Council Resolution CW2024-207 contemplates 2 types of by-laws: One, to prevent “renovictions”, and the second to prevent the conversion of apartment buildings of 6 units or more to non-rental use (such as condominium ownership).

Renovictions

The term “renovictions” refers to a landlord issuing a tenant a N13 eviction notice under the Residential Tenancies Act but not following the requirements of that Act. This could be by: failure to carry out the renovations; issuing the notice where the renovations are not of a scope and scale to actually require the tenant to move out; and/or failing to notify the tenant of their right to return to their unit post-repair, at the same rate.

The City of Hamilton passed a by-law that allows for municipal oversight of the renovation process, and provides additional compensation to what is provided pursuant to the Residential Tenancies Act. A draft of that by-law as presented to Hamilton Council is found at Appendix C. The Hamilton Renoviction By-law came into force on January 1, 2025. The City of Toronto has adopted a similar By-law, which will come into effect on July 31, 2025.

Current Statutory Protections for Tenants Facing Eviction for Renovation

Pursuant to paragraph 50(1)(c) of the Residential Tenancies Act, 2006, a Landlord shall serve a Tenant with a notice of termination of tenancy if the Landlord requires vacant possession of the rental unit for the purpose of performing repairs or renovations.

Subsection 50(3) of the Residential Tenancies Act, 2006, requires that the notice of termination served pursuant to subsection 50(1)(c) of the Residential Tenancies Act, 2006, inform the Tenant that if they wish a right of first refusal to occupy the premises as a Tenant after the repairs or renovations are complete, they must give the Landlord notice of this fact before vacating the rental unit.

Subsections 53(1) and 53(2) of the Residential Tenancies Act, 2006 establish that a Tenant who receives notice of termination of a tenancy for the purpose of repairs or renovations pursuant to section 50(1)(c) of the Residential Tenancies Act, 2006, may have a right of first refusal to occupy the rental unit as a Tenant when the repairs or renovations are complete at a rental rate that is no more than what the Landlord could have lawfully charged if there had been no interruption in the Tenant's tenancy.

The Province protects tenants facing illegal eviction by providing for an appeal to the Landlord and Tenant Tribunal. Moreover, if a landlord knowingly does not comply with the provisions listed above, they may be charged and convicted of an offence pursuant to section 223.

The duplication of the provincial scheme at the local level could add needless local bureaucracy, increasing costs for ratepayers in the form of staffing costs and reduced efficiency (reduced focus on core tasks). Moreover, the additional costs associated with compliance with a Renovictions Bylaw could discourage landlords from making necessary renovations or repairs to aging rental stock, negatively affecting the rental supply.

However, tenants can face barriers such as lack of access to information about their rights, lack of funding/resources (such as time off work) to appeal.

Alternatives to By-law regulation as contemplated include: informing tenants of their rights; helping tenants exercise their rights; and advocacy to the Province to amend the Residential Tenancies Act related to actions to address renovictions. An example of Provincial advocacy is found at Attachment B.

Prior to enactment of its Rental Conversion By-law, the City of Toronto completed the following pieces of work to assist tenants dealing with renovations and other illegitimate evictions:

- Creation of a tenant portal on the City of Toronto's website (www.toronto.ca/renterhelp). The site provides content on tenant rights and responsibilities.
- Tenant Defence Fund allows tenant groups to apply for a Tenant Support Grant to dispute an N13 application at the Landlord and Tenant Board.
- The City made a submission on the provincial Bill 184, Protecting Tenants and Strengthening Community Housing Act, 2020. The submission advocated for changes in compensation for tenants, additional documentation requirements to support N13 applications and enhanced measures for tenants to exercise their right to return following a renovation.
- An evictions tool kit was finalized that provides guidance to tenants when faced with an eviction and includes template letters for tenants to use to exercise their right to return.
- An assessment tool was built to guide staff in determining work which may legitimately result in the need for the tenant to vacate a property either temporarily or permanently. This will be used to develop educational materials to advise landlords and tenants of their rights and responsibilities under provincial legislation.

All of the above supports do not address legal renovations that displace tenants.

Current Supports available in the City

Under the "Assistance for Renters" / "Receiving an eviction notice" section on the City's website, the Human Services Department refers tenancy concerns to the Community Legal Clinic: <https://www.kawarthalakes.ca/en/living-here/housing-services.aspx>

The Human Services Department has access to discretionary funding referred to as "Stability Supports", which can be accessed by low income households to help stabilize their housing.

Human Services will reach out to the local Legal Clinic to determine if there is anything the City can do to assist. Human Services notes that the Clinic is quick to respond to situations like these and supports the tenants directly with excellent legal services. The City would be duplicating a local (and more qualified) support if it did much more.

Rental Conversion to Condo Units

Moreover, the above supports do not address the loss of affordable rental housing due to conversion to condominium (ownership) tenure. While the wording of the Council Resolution spoke to conversions, the Rationale in the supporting Memorandum (Appendix A) only spoke to Renovictions. Out of an abundance of caution, this report will speak to both. The City of Hamilton took the above steps as Toronto, and additionally enacted Official Plan amendments and a by-law pursuant to powers under section 99.1 of the Municipal Act, to prevent conversions from 6-unit plus rental to condominium tenure. An example of that By-law as presented in draft to Hamilton's Council, is at Attachment D.

Other Alternatives Considered:

None.

Alignment to Strategic Priorities:

This report aligns with the City's strategic priority of a Good Government and the guiding principle of Service Excellence.

Financial/Operation Impacts:

As no by-laws or other supports are being recommended, there are no financial impacts as a result of the recommendation.

The financial impacts of passing either contemplated by-law is as follows: 0 applications for condominium conversions involving the demolition of six or more rental units were received by the City in 2021. Over this same year, 0 buildings were the subject of permit applications for possible renoviction.

This short time period was used, as 2021 was subject to supply chain issues that would have likely impacted the pace of construction. It is recognized that the US and Canadian tariffs on construction materials may likewise impact the pace of construction during 2025 and until the tariffs are lifted or new supply chains are developed or identified.

Based on the 2021 numbers, it is estimated that the total number of annual permit applications for a Conversion By-law (s.99.1 Municipal Act By-law; as at Schedule D) would be approximately 0 applications in the near future, rising to 0 applications thereafter (using averages from 2022-2024, inclusive).

Based on the 2021 numbers, it is estimated that the total number of annual permit applications for a Renovation By-law would be approximately 0 in the near future, rising to 1 application every three years thereafter (using incidents from 2022-2024).

Due to the low number of applications expected, it is not anticipated that additional staffing would be needed to support either by-law at this time. Staff review costs could be captured by a permit application fee.

Consultations

Supervisor, Policy Planning

Chief Building Official

Manager of Municipal Law Enforcement

Manager of Housing, Human Services

Attachments:

Attachment A – Memorandum from Councillor McDonald to Committee of the Whole
November 5, 2024, respecting Renovictions



Appendix A

Attachment B – Example of Provincial Advocacy



Appendix B

Attachment C – Example of By-law to Prevent Renovictions and Provide additional
supports to Tenants relocating during Repairs



Appendix C

Attachment D – Example of By-law to Prevent Conversion of Rental Apartments to Condo



Appendix D

Department Head email: rcarlson@kawarthalakes.ca

Department Head: Robyn Carlson, City Solicitor

Department File:

Council Memorandum

Date:	November 5, 2024
To:	Council
From:	Deputy Mayor McDonald
Re:	Rental Housing Protection (Renoviction) By-Law

Recommendation

That the Memorandum from Deputy Mayor McDonald regarding, **Rental Housing Protection (Renoviction) By-Law**, be received;

That staff investigate a possible licensing program and/or implementing a new By-Law to prohibit and regulate the demolition and conversion of residential rental properties, and report back to Council with information and recommendations by the end of Q1 2025; and

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

Rationale

The increase in ‘renovictions,’ a term used to describe the improper eviction of tenants to undergo repairs or renovations to rental units, is now being felt by residents in Kawartha Lakes. While some landlords may be genuinely renovating units with exhaustive repairs that require tenants to vacate the premises, there are those who are using the mechanism as an excuse to evict tenants and immediately raise rental prices.

The City of Hamilton and now the City of Toronto have both recently implemented new by-laws to deter landlords from using this mechanism unlawfully. These by-laws are

supported by a licensing program, whereby landlords must obtain a special renovation license within 7 days of issuing eviction notices. This license would require landlords to obtain the appropriate building permits for the renovations and a report by a qualified professional agreeing that the renovations would require a vacated unit in order to be completed. The City of Toronto program would also require landlords to provide a plan for housing displaced tenants (e.g. offering a temporary unit at a similar rent or a rent gap payment) and offer a moving allowance or compensation if tenants opt to move elsewhere.

There are landlords who follow the rules and treat their tenants fairly, but there are others who are compounding the current housing crisis by illegally evicting tenants, (knowing an appeal cannot be seen by the Tribunal for several months or longer), driving up rental costs, and displacing people.



AMANDA FUSCO
Director of Legislated Services & City Clerk
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September 19, 2024

Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier Ford:

This is to advise that City Council, at a meeting held on August 26, 2024, passed the following resolution regarding Renovictions and Safe and Adequate Housing:

"WHEREAS the City of Kitchener adopted the resolution, "Renovictions' - Safe and Adequate Housing" on October 18, 2021, advocating to the Province of Ontario to take additional and meaningful steps to address the ever-increasing problem of Renovictions;

WHEREAS the City of Kitchener is taking meaningful steps to help address the issue with the legislated tools available to municipalities including adopting Inclusionary Zoning By-law and a Rental Replacement By-law;

THEREFORE IT BE RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to urge the Province of Ontario to proclaim and bring into force all regulations pertaining to Bill 97, Helping Homebuyers, Protecting Tenants Act, 2023,

THEREFORE IT FURTHER BE RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to request to the Province of Ontario to amend the Residential Tenancies Act, 2006, and/or related regulations to:

- a. reintroduce vacancy control legislation which ties rents to residential units rather than tenancies;
- b. introduce rent control to cover units first occupied after November 15, 2018;
- c. require landlords of residential units to be responsible for finding temporary accommodation or provide sufficient relocation assistance for their tenants for the duration of the renovations if tenants intend to return post - repair/renovation;

- d. require landlords to obtain a building permit before issuing an N13 notice of termination, provide a copy of the applicable permit to tenants together with any N13 notice of termination, require evidence that the permit was delivered with the N13 notice of termination as part of any L2 application to end a tenancy filed on that basis, and require the approved permit be provided to the LTB as part of any L2 application to end a tenancy filed on the basis of an N13 notice of termination;
- e. provide the same rights and compensation afforded to tenants in buildings with five (5) or more units to those in buildings with less than five (5) units;
- f. increase the required compensation for tenants in no-fault evictions;
- g. remove ex parte eviction orders for breached repayment agreements;
- h. require landlords to attach a plain-language tenants' rights information package to N13 eviction notices;
- i. regulate N11s and buy-out agreements; and
- j. amend Above Guideline Increase (AGI) rules to eliminate the eligibility of capital expenditures that constitute general repair and maintenance of the property; add a new subsection requiring landlords to save 10 percent of rental income to be accessed for capital expenditures; and require landlords to notify tenants of the decrease in advance of the date when rent is required to be reduced as specified in an order permitting an AGI related to eligible capital expenses;

THEREFORE BE IT FURTHER RESOLVED that the City of Kitchener supports the resolution adopted by the City of Toronto to urge to the province of Ontario to make the following operational changes to the Landlord Tenant Tribunal (LTB):

- a. allow tenants the right to in-person LTB hearings to eliminate technological barriers for individuals who do not have access to digital devices or reliable internet connection;
- b. simplify LTB notices with plain language so they are easily understood and ensure all forms include a tracking number that is linked to a public registry; and
- c. establish a provincial rental registry that tracks building ownership, rental rates, AGIs and their expiry dates, and LTB eviction filings and their outcomes; and monitor data on N12 and N13 evictions.

THEREFORE BE IT FINALLY RESOLVED that a copy of this motion be sent to the Association of Municipalities of Ontario, the Premier of Ontario, the Ministry of Municipal Affairs and housing, all other municipalities within Ontario, the Region of Waterloo and other Municipalities for their consideration and possible endorsement.”

Yours truly,



A. Fusco
Director of Legislated Services & City Clerk

Cc: Honourable Paul Calandra, Minister of Municipal Affairs and Housing
Colin Best, President, Association of Municipalities Ontario
Will Short, Clerk, Region of Waterloo
Ontario Municipalities
Sloane Sweazey, Senior Policy Advisor, City of Kitchener

Authority: Item 7, General Issues Committee Report 24-001 (PED23072(a))
CM: January 24, 2024 Ward: City Wide

Bill No. 055

CITY OF HAMILTON

BY-LAW NO. 24-

Renovation Licence and Relocation By-law

WHEREAS section 8 of the *Municipal Act, 2001* states that the powers of a municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

AND WHEREAS section 10 of the *Municipal Act, 2001* provides a single-tier municipality with the broad authority to pass by-laws respecting (i) the economic, social and environmental well-being of the municipality, (ii) the health, safety and well-being of persons, (iii) the protection of persons and property and (iv) business licensing;

AND WHEREAS subsection 151(1) of the *Municipal Act, 2001* authorizes a municipality to provide for a system of licences with respect to a business and may:

- (a) prohibit the carrying on or engaging in the business without a licence; refuse to grant a licence or to revoke or suspend a licence;
- (b) impose conditions as a requirement of obtaining, continuing to hold or renewing a licence;
- (c) impose special conditions on a business in a class that have not been imposed on all of the businesses in that class in order to obtain, continue to hold or renew a licence;
- (d) impose conditions, including special conditions, as a requirement of continuing to hold a licence at any time during the term of the licence; and,
- (e) license, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it.

AND WHEREAS subsection 151(1) of the *Municipal Act, 2001* applies with necessary modifications to a system of licences with respect to any activity, matter or thing for which a by-law may be passed under sections 9, 10 and 11 of the Act as if it were a system of licences with respect to a business;

AND WHEREAS, in accordance with subsection 23.2(4) of the *Municipal Act, 2001*, Council for the City of Hamilton is of the opinion that the delegation of the legislative

powers under this by-law to the Director including, without limitation, the power to issue and impose conditions on a licence are powers of a minor nature having regard to the number of people, the size of the geographic area and the time period affected by the exercise of the power;

AND WHEREAS subsection 39(1) of the *Municipal Act, 2001* provides that a municipality may impose fees and charges on persons,

- (a) for services or activities provided or done by or on behalf of it;
- (b) for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board; and,
- (c) for the use of its property including property under its control.

AND WHEREAS subsections 425(1) and 429(1) of the *Municipal Act, 2001* authorize a municipality to pass by-laws providing that a person who contravenes a municipal by-law is guilty of an offence and to establish a system of fines for offences under a by-law;

AND WHEREAS section 434.1 of the *Municipal Act, 2001* provides that a municipality may require a person, subject to such considerations as the municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that person has failed to comply with a by-law of the municipality passed under the *Municipal Act, 2001*;

AND WHEREAS section 436 of the *Municipal Act, 2001* provides that a municipality may pass a by-law providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether a by-law of a municipality has been complied with;

AND WHEREAS sections 444 and 445 of the *Municipal Act, 2001* provides that municipality may make an order requiring a person who contravened a by-law or who caused or permitted the contravention or the owner or occupier of the land on which the contravention occurred to discontinue the contravening activity and do work to correct the contravention;

AND WHEREAS the Province of Ontario has enacted the *Residential Tenancies Act, 2006* and such *Act* states that:

“The purposes of this Act are to provide protection for residential Tenants from unlawful rent increases and unlawful evictions, to establish a framework for the regulation of residential rents, to balance the rights and responsibilities of residential Landlords and Tenants and to provide for the adjudication of disputes and for other processes to informally resolve disputes.”

AND WHEREAS pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006*, a Landlord shall serve a Tenant with a notice of termination of tenancy if the Landlord requires vacant possession of the rental unit for the purpose of performing

repairs or renovations;

AND WHEREAS subsection 50(3) of the *Residential Tenancies Act, 2006*, requires that the notice of termination served pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006*, inform the Tenant that if they wish a right of first refusal to occupy the premises as a Tenant after the repairs or renovations are complete, they must give the Landlord notice of this fact before vacating the rental unit;

AND WHEREAS subsections 53(1) and 53(2) of the *Residential Tenancies Act, 2006* establish that a Tenant who receives notice of termination of a tenancy for the purpose of repairs or renovations pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006*, may have a right of first refusal to occupy the rental unit as a Tenant when the repairs or renovations are complete at a rental rate that is no more than what the Landlord could have lawfully charged if there had been no interruption in the Tenant's tenancy;

AND WHEREAS the City of Hamilton seeks to regulate by way of licensing, any Landlord who intends to perform repairs and renovations and serves a notice of termination pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006* in order to assist the Tenant in making an informed decision as to whether or not the Tenant should deliver a notice of their wish to occupy the rental unit after the repairs and renovations are complete prior to such Tenant vacating the premises;

NOW THEREFORE the Council of the City of Hamilton enacts as follows:

PART I – GENERAL AND INTERPRETATION

1. In this By-law;
 - (a) a word defined in or importing the singular number has the same meaning when used in the plural number, and vice versa;
 - (b) a reference to any Act, by-law, rule or regulation or to a provision thereof shall be deemed to include a reference to any Act, by-law, rule or regulation or provision enacted in substitution therefor or amendment thereof;
 - (c) the headings to each section are inserted for convenience of reference only and do not form part of the By-law;
 - (d) words and abbreviations which have well-known technical or trade meanings are used in the By-law in accordance with those recognized meanings; and

- (e) where an officer of the City is named, or a reference is made to an officer of the City, that reference shall be deemed to include a reference to the designate of that person, as appointed in accordance with policies and procedures of the City in force from time to time.
2. This By-law shall apply to all Rental Housing Units within the municipality of the City of Hamilton or the geographic area of the City of Hamilton, as the context requires.
3. This By-law shall not apply to:
- (a) a licensed hotel, motel, inn or bed and breakfast, tourist home, licensed lodging house, licensed short-term rental or licensed residential care facilities; and
- (b) any building to which any of the following statutes, or their regulations, apply;
- (i) the *Homes for Special Care Act*, R.S.O. 1990, c. H.12;
- (ii) the *Innkeepers Act*, R.S.O. 1990, C. 17;
- (iii) the *Long-Term, Care Homes Act, 2007*, S.O. 2007, c. 8;
- (iv) the *Retirement Homes Act, 2010*, S.O. 2010, c.11;
- (v) the *Social Housing Reform Act, 2000*, S.O. 2000, c. 27; and
- (vi) social housing or affordable housing that is not subject to *Social Housing Reform Act, 2000*, S.O. 2000, c. 27, but which is subject to an agreement with the City and which has been approved for exemption by the Director.
4. All licence fees and inspection fees related to this By-law shall be paid in accordance with the City's User Fees and Charges By-law No. 19-160, and such licence fees and inspection fees paid shall be non-refundable.

Definitions

5. In this By-law:

"Administrative Penalty" means any administrative fee pursuant to the City's Administrative Penalties By-law 17-225;

"Average Market Rent" means rent at average market rent as published annually by the Canada Mortgage and Housing Corporation (CMHC) based on number of bedrooms in a Rental Housing Unit;

"By-law" means this By-law;

"Chief Building Official" means the Chief Building Official as appointed by Council pursuant to the *Building Code Act, 1992*, S.O. 1992, c.23, or their designate, and may include building inspectors for the purpose of doing inspections as contemplated under

this By-law;

“City” means the municipality of the City of Hamilton or the geographic area of the City of Hamilton as the context requires;

“Council” means the Council of the City of Hamilton;

“Director” means the City’s Director of Licensing and By-law Services, or their designate;

“Fire Chief” means the City of Hamilton Chief of the Hamilton Fire Department, or their designate;

“Landlord” includes:

- (a) the owner of a Residential Housing Unit or any other person who permits occupancy of a Rental Housing Unit, other than a Tenant who occupies a Rental Housing Unit in a Residential Complex and who permits another person to occupy the Rental Housing Unit or any part thereof;
- (b) the heirs, assigns, personal representatives and successors in title of a person referred to in clause (a); and
- (c) a person, other than a Tenant occupying a Rental Housing Unit in a Residential Complex, who is entitled to possession of the Residential Complex and who attempts to enforce any of the rights of a Landlord under a tenancy agreement or the *Residential Tenancies Act 2006*, including the right to collect rent;

“Licensee” means any Person licensed under this By-law;

“Medical Officer of Health” means the Medical Officer of Health for the Hamilton Health Unit and includes public health inspectors;

“Municipal Act, 2001” means the *Municipal Act, 2001*, S.O. 2001, c.25;

“Municipal Law Enforcement Officer” means an employee of the Licensing and By-law Services Division of the City of Hamilton who is appointed by Council to enforce the provisions of this By-law;

“Officer” shall include a Municipal Law Enforcement Officer, Medical Officer of Health, Fire Chief, Chief Building Official, a Hamilton Police Services police officer, or any other person appointed under the authority of a municipal by-law or by Council to enforce City by-laws;

“Operator” means the superintendent or property manager or any other person who may take on some or all of the roles relating to permitting occupancy in a Rental Housing Unit, but does not include an Owner;

“Owner” means any person or persons who have any legal right, title, estate or interest in a Rental Housing Unit and shall include, but is not limited to, a Landlord, lessors, sublessor or other person permitting the occupation of a Rental Housing Unit, their agents, heirs, personal representatives and successors in title;

“Person” includes an individual, sole proprietorship, partnership, limited partnership, trust, party or body corporate, and the personal or other legal representatives of a person to whom the context can apply according to the law;

“Provincial Offences Act” means the *Provincial Offences Act*, R.S.O. 1990, c.P33;

“Rental Housing Unit” means a building or part of a building: (i) consisting of one or more rooms; (ii) containing toilet and cooking facilities; (iii) designed for use as a single housekeeping establishment; and (iv) used or intended for use as a rented residential premise;

“Residential Complex” means a building or related group of buildings in which one or more Rental Housing Units are located and includes all common areas and services and facilities available for the use of its residents;

“Residential Tenancies Act, 2006” means *the Residential Tenancies Act, 2006*, S.O. 2006 c.17;

“Tenant” includes a person who pays rent in return for the right to occupy the Rental Housing Unit and includes their heirs, assigns and personal representatives, but does not include a person who has the right to occupy a rental unit by virtue of being an Owner of the Residential Complex in which the Rental Housing Unit is located or a shareholder of a corporation that owns the Residential Complex; and

“Tenant Rights and Entitlements Package” means an information package produced by the City to inform Tenants about their rights & entitlements under the *Residential Tenancies Act, 2006*, and this By-law.

6. A term not defined in section 5 of this By-law shall have the same meaning as the term in the *Building Code Act, 1992*, S.O. 1992, c.23 or the City’s Property Standards By-law.

PART II- LICENCE REQUIRED FOR REPAIRS AND RENOVATIONS TO RENTAL HOUSING UNITS THAT REQUIRE VACANT POSSESSION

7. A Landlord or Operator who has delivered a notice of termination pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006* to a Tenant in order to perform repairs or renovations which require vacant possession of a Rental Housing Unit shall, within seven (7) days of serving the notice of termination pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006*, submit an application for a licence issued by the Director in accordance with the provisions of this By-law.
8. A Landlord or Operator who fails to submit an application for a licence pursuant to section 7 of this By-law is guilty of an offence and is subject to a penalty in the amount prescribed in this By-law for each day that the Landlord or Operator fails to comply with section 7 of this By-law.

PART III – PROHIBITIONS

9. No Landlord or Operator shall perform, or cause to be performed, renovations or repairs requiring vacant possession of the Rental Housing Unit pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006*, without first being issued a licence as required pursuant to this By-law.
10. No Landlord or Operator shall be issued a licence as required pursuant to this By-

law without first being issued all permits required to carry out the repairs or renovations requiring vacant possession of the Rental Housing Unit pursuant to subsection 50(1)(c) of the *Residential Tenancies Act, 2006*.

11. No Landlord or Operator who received notice from a Tenant of their wish to have a right of first refusal pursuant to section 53 of the *Residential Tenancies Act, 2006*, shall be issued a licence under this By-law without first making arrangements with the Tenant in accordance with section 25 of this By-law, unless otherwise exempted in accordance with section 28 of this By-law.
12. No Landlord or Operator who has obtained a licence under this By-law shall fail to adhere to the arrangements made with the Tenant pursuant to this By-law.
13. No Landlord or Operator who has obtained a licence under this By-law shall prevent a Tenant who has informed the Landlord or Operator in writing of their wish to exercise their right of first refusal, pursuant to subsection 53(2) of the *Residential Tenancies Act, 2006*, from reoccupying the Rental Housing Unit upon the completion of repairs or renovations at a rent that is no more than what the Landlord or Operator could have lawfully charged if there had been no interruption in the Tenant's tenancy.
14. No Landlord or Operator who has obtained a licence under this By-law shall advertise, or cause to be advertised, a renovated or repaired Rental Housing Unit for rent if the Tenant of that Rental Housing Unit has informed the Landlord or Operator in writing of their wish to exercise their right of first refusal, pursuant to subsection 53(2) of the *Residential Tenancies Act, 2006*, unless:
 - (a) the Tenant informs the Landlord or Operator, in writing, that the Tenant no longer wishes to exercise their right of first refusal to reoccupy the Rental Housing Unit; or,
 - (b) the Landlord (i) gave the Tenant sixty (60) days after the Rental Housing Unit was ready for occupancy to exercise their right of first refusal to occupy the Rental housing Unit and thereafter (ii) the Tenant chose not to exercise their right of first refusal within that sixty (60) day period.
15. No Landlord or Operator shall hold themselves out to be licensed under this By-law if they are not licensed.
16. No Landlord or Operator shall contravene or fail to comply with any of the terms and conditions of their licence issued under this By-law.
17. No Landlord or Operator shall transfer or assign a licence issued under this By-law.
18. No Person shall provide false or misleading information to the Director when applying for or renewing a licence under this By-law.
19. No Person shall hinder or obstruct an Officer or attempt to hinder or obstruct an Officer who is performing a duty under this By-law.
20. Any Person who provides false or misleading information to the Director shall be deemed to have hindered or obstructed an Officer in the execution of their duties.

PART IV - APPLICATION FOR AND RENEWAL OF LICENCE

Application for a Licence

21. Prior to submitting an application for a licence under this By-law, the Landlord or Operator shall provide a copy of the City's Tenant Rights and Entitlements Package to all Tenants who received a notice pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006*.
22. Every Landlord or Operator applying for a licence as required pursuant to section 7 of this By-law shall provide the following information and materials in support of the application for a licence:
 - (a) the Landlord's name and contact information, including a mailing address, email address and telephone number;
 - (b) if there is an Operator of the Residential Complex, the Operator's name and contact information, including a mailing address, email address and telephone number;
 - (c) full description of the Residential Complex, including street address, number of Rental Housing Units, number of rooms within the Rental Housing Units, number of tenanted Rental Housing Units, rental rates for each of the tenanted Rental Housing Units and the commencement date and term of the tenancy agreement for each tenanted Rental Housing Unit at the time of submitting the application for a licence;
 - (d) a copy of the notice of termination served on the Tenant pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006*;
 - (e) a copy of the building permit issued to the Landlord or Operator by the Chief Building Official and any other permit required to carry out the repairs or renovations;
 - (f) certification from the Landlord or Operator that the Landlord or Operator has provided a copy of the Tenant's Rights and Entitlements Package to all Tenants who received a notice pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006*;
 - (g) a copy of a report prepared by a professionally designated engineer or other person with the requisite qualification stating that the repairs or renovations are so extensive that they require vacant possession of the Rental Housing Unit; and,
 - (h) any other information as may be required by the Director.

Notice of Application

23. Within five (5) days of submitting the application for a licence under this By-law, the Landlord or Operator shall provide notice of the application submitted to the City, pursuant to this By-law, to all Tenants who received a notice of termination

pursuant to section 50(1)(c) of the *Residential Tenancies Act, 2006*.

24. Where a Residential Complex has more than one (1) tenanted Rental Housing Unit, within five (5) days of submitting an application for a licence to the City pursuant to this By-law, the Landlord or Operator shall post the notice in location on the premises, so as to be clearly visible to all residents of the premises until such time that a licence has been issued or the application for a licence has been withdrawn or revoked.

PART V – TEMPORARY ALTERNATE ACCOMMODATION

Temporary Alternate Accommodation Required

25. Where a Tenant has notified their Landlord or Operator of their wish to have a right of first refusal pursuant to section 53 of the *Residential Tenancies Act, 2006*, the Landlord or Operator shall within one-hundred and twenty (120) days of the Landlord or Operator serving the notice on the Tenant requiring vacant possession of the Rental Housing Unit, or before the date on which the Tenant notifies the Landlord of its intention to vacate the Rental Housing Unit, whichever is earlier:
- (a) make arrangements with the Tenant:
 - (i) for the Tenant's temporary alternate accommodation that is comparable to the Tenant's current Rental Housing Unit during the period of repair or renovation; or
 - (ii) to provide the Tenant with compensation in an amount equal to the difference between the rent rate currently paid by the Tenant for the Rental Housing Unit being repaired or renovated (including utilities, only if utilities were included in the tenancy agreement with the Tenant of that Rental Housing Unit) and the Average Market Rent of a Rental Housing Unit with the same number of bedrooms as the Tenant's current Rental Housing Unit, within seven (7) calendar days before the first (1st) day of each month during the period of repair or renovation; and
 - (b) make arrangements for the Tenant's return to the Rental Housing Unit after completion of the repairs and renovations at a rent that is no more than what the Landlord or Operator may have lawfully charged if there had been no interruption to the Tenant's tenancy.
26. The Landlord or Operator shall provide to the Director the particulars of the arrangements made with the Tenant forthwith after such arrangements have been made pursuant to section 25 of this By-law.
27. Comparable, for the purposes of section 25 of this By-law includes, but is not limited to, consideration of the following factors:
- (a) the rental rate for the unit is equal or less than the rent for the Rental

Housing Unit being repaired or renovated;

- (b) proximity between existing and proposed transportation options, including transit service;
- (c) relative proximity to community infrastructure such as, recreational facilities, libraries, police stations, schools and places of religious assembly;
- (d) relative proximity to commercial services and amenities;
- (e) number of bedrooms; and
- (f) size of proposed temporary alternate accommodation.

Application for Exemption

28. A Landlord or Operator who is subject to the provisions of section 25 of this By-law may apply to the Director for an exemption from the provisions of that section, on the grounds that the Landlord or Operator was unable to make the required arrangements within the specified time period in accordance with section 25 of this By-law.
29. A Landlord or Operator who has made an application for exemption under section 28 of this By-law shall submit to the Director the following information and documentation in support of the application for exemption:
- (a) an explanation for the reason that the Landlord or Operator was unable to make the required arrangements within the specified time period in accordance with section 25 of this By-law;
 - (b) documentation disclosing all proposed temporary alternate accommodations proposed by the Landlord, Operator or Tenant as required pursuant to subsection 25(a)(i) of this By-law, as applicable;
 - (c) copies of all correspondence between the Landlord, Operator and Tenant regarding the proposed temporary alternate accommodations referred to in subsection 29(b), as applicable;
 - (d) copies of all correspondence between the Landlord, Operator and Tenant, and any other related documentation, pertaining to the proposed arrangements to provide the Tenant with compensation in an amount equal to the difference between the rent rate currently paid by the Tenant for the Rental Housing Unit being repaired or renovated (including utilities, only if utilities were included in the tenancy agreement with the Tenant of that Rental Housing Unit) and the Average Market Rent of a Rental Housing Unit with the same number of bedrooms as the Tenant's current Rental Housing Unit as required pursuant to subsection 25(a)(ii) of this By-law, as applicable; and

- (e) any other information or documentation as required by the Director to assist in determining whether an exemption under this By-law should be granted.
30. The Director may, in approving an application for exemption pursuant to this By-law, impose conditions on both the Tenant and the Landlord.

PART VI- POWERS OF THE DIRECTOR AND ISSUANCE OF LICENCE

31. Notwithstanding any other provision in this By-law, the power and authority to issue or renew a licence, refuse to issue or refuse to renew a licence, to revoke a licence, and to impose terms and conditions, including special conditions on a licence are delegated to the Director.
32. The Director shall issue a licence or renew a licence where the requirements or conditions of this By-law have been met.
33. The Director may refuse to issue, refuse to renew, or revoke a licence, or impose a term or condition on a licence on the following grounds:
- (a) there are reasonable grounds to believe that any or all material or information submitted in support of an application for a licence pursuant to section 22 of this By-law or an application for exemption pursuant to section 29 of this By-law or any other documents provided to the Director by the Landlord or Operator as required pursuant to this By-law contain a false or misleading statement;
 - (b) the Residential Complex and/or any Rental Housing Unit in the Residential Complex is subject to an order, or orders, made pursuant to any governmental authority;
 - (c) a Landlord or Operator does not meet all of the requirements, terms or conditions of this By-law.
34. A licence issued under this By-law shall be posted in location on the premises, so as to be clearly visible to all residents of the premises for the duration of the licence period.
35. A licence issued under this By-law shall only be valid for the repairs or renovations of the Rental Housing Unit as provided for in the application for licence referred to in this By-law.
36. A licence issued under this By-law shall be valid for either the period of one (1) year or the estimated date by which the Rental Housing Unit is expected to be ready for occupancy following the repairs or renovations, whichever is earlier.
37. A licence, in accordance with the provisions of this By-law, shall be required for each Rental Housing Unit and/or each Residential Complex for which a building permit is issued.
38. The Director may reject an application for a licence or its renewal where any of

the documents required by this By-law in support of such application are incomplete or have not been filed.

39. Notwithstanding any other provision in this By-law, the Director may impose terms and conditions on any licence at issuance, renewal or any time during the term of the licence including special conditions, as are necessary in the opinion of the Director to give effect to this By-law.

PART VII – ADMINISTRATION AND ENFORCEMENT

40. The Director is authorized to administer and enforce this By-law including, but not limited to, prescribing the format and content of any forms or other documents required under this By-law.
41. Registration and other fees under this By-law shall be as approved by Council from time to time and then included in the User Fees and Charges By-law No. 23-112.
42. An Officer may enter on a property at any reasonable time for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
- (a) this By-law;
 - (b) a direction or order made under this By-law; or
 - (c) an order made under section 431 of the *Municipal Act, 2001*.
43. An Officer may, for the purposes of any inspection carried out under section 42 of this By-law:
- (a) require the production for inspection of documents or things relevant to the inspection;
 - (b) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - (c) require information in writing or otherwise as required by the Officer from any person concerning a matter related to the inspection; or
 - (d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
44. Any cost incurred by the City in exercising its authority to inspect under section 42 of this By-law including, but not limited to, the cost of any examination, test, sample or photograph necessary for the purposes of the inspection, shall be paid by the owner of the property where the inspection takes place.
45. An Officer may undertake an inspection pursuant to an order issued by a provincial judge or justice of the peace under section 438 of the *Municipal Act, 2001* where they have been prevented or are likely to be prevented from carrying out an inspection pursuant to section 42 of this By-law.

46. If an Officer is satisfied that a contravention of this By-law has occurred, the Officer may make an order requiring the person who contravened the By-law or who caused or permitted the contravention or the owner of the property on which the contravention occurred to discontinue the contravening activity.
47. An order under section 46 of this By-law shall set out:
 - (a) reasonable particulars of the contravention adequate to identify the contravention and the location of the property on which the contravention occurred; and,
 - (b) the date or dates by which there must be compliance with the order.
48. An order to discontinue any contravening activity made under section 46 of this By-law may be served personally or by registered mail to the last known address of:
 - (a) the owner of the property where the contravention occurred; and
 - (b) such other persons affected by the order as the Officer making the order determines.
49. Service by registered mail, for the purposes of section 48 of this By-law, shall be deemed to have taken place five (5) business days after the date of mailing.
50. In addition to service given in accordance with section 48 of this By-law, an order to discontinue any contravening activity made under section 46 of this By-law may be served by an Officer by placing a placard containing the order in a conspicuous place on the property where the contravention occurred.
51. Where service cannot be given in accordance with section 48 of this By-law, service is deemed to have taken place when given in accordance with section 50 of this By-law.
52. Where a Person does not comply with a direction, an order or a requirement under this By-law to do a matter or thing, the Director, with such assistance by others as may be required, may carry out such direction, order or requirement at the Person's expense.
53. The City may recover the costs of doing a matter or thing under section 52 of this By-law by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes and such costs shall include an interest rate of 15 per cent per year commencing on the day the City incurs the costs and ending on the day the costs, including the interest, are paid in full.
54. The Director is authorized to give immediate effect to any direction, order or requirement where the costs of carrying out the direction, order or requirement do not exceed \$30,000 and, where the costs do exceed \$30,000, as the City's Council may authorize.
55. Every person who contravenes any provision of this By-law and every director or

officer of a corporation who knowingly permits a contravention of this By-law is, upon conviction, guilty of an offence and is liable:

- (a) on a first conviction, to a fine of not more than \$10,000; and
- (b) on any subsequent conviction, to a fine of not more than \$25,000.

56. Despite section 55 of this By-law, where the person convicted is a corporation:

- (a) the maximum fine in subsection 55 (a) is \$50,000; and
- (b) the maximum fine in subsection 55 (b) is \$100,000.

57. Where a Person has been convicted of an offence, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty imposed by this By-law, make an order prohibiting the continuation or repetition of the offence by the person convicted.

PASSED this 10th day of April, 2024.

A. Horwath
Mayor

J. Pilon
Acting City Clerk

Authority: Item ,
Report PED22091
CM:
Ward: Ward 15

Bill No. XXX

CITY OF HAMILTON

BY-LAW NO. 2X-XXX

DRAFT Rental Housing Protection By-law

WHEREAS Subsection 8(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended ("Municipal Act") provides that the powers of a municipality shall be interpreted broadly so as to confer broad authority on a municipality to enable it to govern its affairs as it considers appropriate;

AND WHEREAS Subsection 11(2) of the *Municipal Act* provides that a local municipality may adopt by-laws for the economic, social and environmental well-being of the municipality and for the health, safety and well-being of persons;

AND WHEREAS under Sections 20 to 24 of the *Municipal Act* the City may delegate its powers and duties under the Act to an officer or employee of the City;

AND WHEREAS, without limiting the broad municipal powers, Section 99.1 of the *Municipal Act* provides municipalities with the authority to prohibit and regulate the demolition of residential rental properties and the conversion of residential rental properties to a purpose other than the purpose of a residential rental property;

AND WHEREAS the City wishes to exercise its powers under Section 99.1 of the *Municipal Act* to protect residential rental housing in order to meet the needs of current and future residents;

AND WHEREAS under Sections 425 and 429 of the *Municipal Act* the City may pass by-laws to create offences and a system of fines for offences, that are designed to eliminate or reduce any economic advantage or gain from contravening the by-law;

AND WHEREAS Section 436 of the *Municipal Act* provides that a municipality may pass by-laws to authorize inspections to determine compliance with a by-law;

AND WHEREAS Subsection 391(1) (a) of the *Municipal Act* provides that the City may pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of it;

NOW THEREFORE the Council of the City of Hamilton enacts as follows:

PART 1 - DEFINITIONS

1. For the purposes of this By-law, the following definitions and interpretations shall govern:
 - a) “**Average Market Rent**” or “**AMR**” means, in respect of a **Rental Unit**, rent that is at or below the average market rent by type of unit in the City of Hamilton as established annually by the **CMHC**;
 - b) “**Building Code Act, 1992**” means the *Building Code Act, 1992 S.O. 1992, c. 23* as may be amended;
 - c) “**Chief Building Official**” means the person appointed under Subsection 3(2) of the *Building Code Act, 1992*, as the Chief Building Official for the City of Hamilton;
 - d) “**City**” means City of Hamilton;
 - e) “**City Official**” means a person who is an employee of the City, and who has been appointed by Council to administer and/or enforce all or part of this By-law on behalf of the City, and shall include any and all municipal By-law enforcement officers;
 - f) “**CMHC**” means the Canadian Mortgage and Housing Corporation;
 - g) “**Condominium Act, 1998**” means the *Condominium Act, 1998, S.O. 1998, c. 19* as may be amended;
 - h) “**Conversion**” or “**Convert**” means converting a **Residential Rental Property** to a purpose other than a **Residential Rental Property** and includes:
 - i. Conversion as a result of a consent to sever land under Section 53 of the *Planning Act*;
 - ii. Conversion to:
 1. A non-residential use;
 2. Living accommodation other than **Dwelling Units**;
 3. A **Co-ownership**, a condominium or a building organized as a **Life Lease Project**; and,
 4. Freehold or other forms of ownership of **Dwelling Units**;
 - iii. Conversion to **Co-ownership** is deemed to occur when the first lease or sale of an interest in **Residential Rental Property** or of a share in a corporation owning or leasing any interest in **Residential Rental Property** takes place that carries with it the right to occupy a specific unit in the

Residential Rental Property or when a **Residential Rental Property** is transferred or leased to a corporation of the type described in s. 1(9)(b);

- i) **“Co-ownership”** means an equity co-operative or other co-ownership form of housing where the residential property is:
- i. Ultimately owned or leased or otherwise held, directly or indirectly by more than one person where any such person, or a person claiming under such person, has the right to present or future exclusive possession of a **Dwelling Unit** in the residential property; or,
 - ii. Ultimately owned or leased or otherwise held, directly or indirectly, by a corporation having more than one shareholder or member, where any such shareholder or member, or a person claiming under such shareholder or member, by reason of the ownership of shares in or being a member of the corporation, has the right to present or future exclusive possession of a **Dwelling Unit** in the residential property;
- For certainty, **Co-ownership** does not include a condominium, a residential building that is organized as a **Life Lease Project**, or a non-profit housing co-operative under the *Co-operative Corporations Act*, R.S.O. 1990, c. C. 35;
- j) **“Demolition”** or **“Demolish”** means to do anything in the removal of a building or any material part thereof and includes (but is not limited to) interior renovations or alterations that will result in a change to the number of:
- i. **Dwelling Units**; or,
 - ii. **Dwelling Units** by bedroom type;
- k) **“Director”** means the Director of Planning and Chief Planner for the City or his or her designate;
- l) **“Dwelling Unit”** means one (1) or more habitable rooms designed, occupied or intended to be occupied as living quarters as a self-contained unit and shall, as a minimum contain sanitary facilities, accommodation for sleeping and one (1) kitchen;.
- m) **“Guidelines”** means guidelines for applications to permit **Demolition** or **Conversion** under this By-law;
- n) **“Heritage Act”** means *Ontario Heritage Act*, R.S.O. 1990, c. O. 18 as may be amended;
- o) **“Life Lease Project”** means a life lease project as described in paragraph 1

of Subsection 3(1) of Ontario Regulation 282/98, under the *Assessment Act*, R.S.O. 1990, c. A. 31;

- p) "**Person**" includes, but is not limited to, an individual, sole proprietorship, partnership, association, or corporation;
- q) "**Planning Act**" means the *Planning Act*, R.S.O. 1990, c. P.13, as may be amended;
- r) "**Planning Committee**" means the Standing Committee of Council as constituted and governed by the City's Council Procedure By-Law 10-053, as may be amended or its successor;
- s) "**Related Planning Application**" means:
 - i. An Application that provides for the **Demolition of Residential Rental Property** or the **Conversion of Residential Rental Property** to a purpose other than a **Residential Rental Property**, expressly or by necessary implication;
 - ii. For greater certainty, paragraph (a) includes but is not limited to an Application for the following:
 - 1. A permit under Section 8 or 10 of the ***Building Code Act, 1992***;
 - 2. A consent or permit to alter part of a property or to demolish or remove a building or structure under Section 33, 34, 34.5 or 42 of the ***Heritage Act***;
 - 3. Approval or registration of a description for a proposed condominium or exemption from approval for a condominium, under Section 9 of the ***Condominium Act***;
 - 4. An amendment to the Official Plan under Section 22 of the ***Planning Act***;
 - 5. A zoning by-law amendment under Section 34 of the ***Planning Act***;
 - 6. A minor variance under Section 45 of the ***Planning Act***;
 - 7. Approval of plans and drawings under Subsection 41(4) of the ***Planning Act***;
 - 8. Approval of a plan of subdivision under Section 51 of the ***Planning Act***;
 - 9. A consent under Section 53 of the ***Planning Act***; and,
 - 10. A demolition permit under Section 33 of the ***Planning Act***.
 - iii. Despite subparagraph (b)v., paragraph (a) does not include a City-initiated general zoning by-law amendment to implement area land use studies and other general policies, except for any site specific exemptions or other site specific provisions at the request of a land owner;

- t) “**Related Buildings**” means:
- i. Buildings that are under the same ownership and on the same parcel of land (as defined in Section 46 of the **Planning Act**); or,
 - ii. Buildings that form part of the same Application under this By-law or under a **Related Planning Application**;
- u) “**Rental Unit**” means a **Dwelling Unit** used, or intended for use, for residential rental purposes, including:
- i. A **Dwelling Unit** that has been used for residential rental purposes and is vacant, and,
 - ii. A **Dwelling Unit** in a **Co-ownership** that is or was last used for residential rental purposes;
- But does not include a **Dwelling Unit** in a condominium registered under Section 2 of the **Condominium Act, 1998** or in a building organized as a **Life Lease Project** where the right to occupy the **Dwelling Unit** is based on a life lease interest;
- v) “**Residential Tenancies Act, 2006**” means the *Residential Tenancies Act, 2006*, S.O. 2006, c. 17 as may be amended;
- w) “**Residential Rental Property**” means a building or **Related Buildings** containing one or more **Rental Units** and includes all common areas and services and facilities available for the use of its residents;
- x) “**Section 99.1 Permit**” means the permit issued by the **Director** or his or her designate after the approval of an Application under this By-law; and,
- y) “**Vacancy Rate**” means the average percentage of all available rental units for a dwelling unit or structure type that are vacant or unoccupied at a particular time within a designated geographical area.

PART II – SCOPE

2. This By-law shall apply to all **Residential Rental Properties** in the City containing six or more **Dwelling Units** and all **Related Planning Applications**;
3. Notwithstanding Section 2, this By-law does not apply to a **Residential Rental Property** that is:
 - a) A condominium governed by the **Condominium Act, 1998**;

- b) Organized as a **Life Lease Project**;
- c) Described in Section 5 (Exemptions from Act) of the **Residential Tenancies Act, 2006** other than Subsection 5(c), a member unit of a non-profit housing co-operative;
- d) Described in Section 7 (Exemptions related to social, etc., housing) of the **Residential Tenancies Act, 2006**; or,
- e) Required for the implementation of a municipal, provincial, or federal government project previously approved by City Council or a provincial or federal authority and for which an environmental assessment has been conducted pursuant to the **Environmental Assessment Act, R.S.O. 1990, c. E.18**, except if the Residential Rental Property in question is designated as a property of cultural heritage value or interest under the **Ontario Heritage Act, R.S.O. 1990, c. O.18**.

PART III – DEMOLITION & CONVERSION PROHIBITED WITHOUT A PERMIT

Demolition

- 4. No person shall **Demolish**, or cause to be demolished, the whole or any part of a **Residential Rental Property containing six or more units** unless the person has received a **Section 99.1 Permit** and except in accordance with the terms and conditions of the **Section 99.1 Permit**.

Conversion

- 5. No person shall **Convert** a **Residential Rental Property**, or cause a **Residential Rental Property** to be converted, to a purpose other than a **Residential Rental Property** unless the person has received a **Section 99.1 Permit** and except in accordance with the terms and conditions of the **Section 99.1 Permit**.

When Permit Not Required

- 6. Notwithstanding Sections 4 and 5, a **Section 99.1 Permit** is not required if only a part of a **Residential Rental Property** is proposed for **Demolition** or **Conversion** and that part does not contain any part of a **Dwelling Unit**; and,
- 7. Notwithstanding Section 5, a **Section 99.1 Permit** is not required if a **Residential Rental Property** is subject to an Application for a consent to sever under Section 53 of the **Planning Act** and if after the proposed conveyance:
 - a) Each parcel of land resulting from the severance will have six or more **Rental Units**; or,
 - b) One or more parcels of land resulting from the severance will have six or more **Rental Units** and all the other parcels of land at the time of the Application

contained no **Dwelling Units**.

PART IV – APPLICATION FOR SECTION 99.1 PERMIT

8. (1) An owner, or their authorized agent, who wishes to **Demolish** or **Convert** a **Residential Rental Property** shall submit an application for approval in writing on a form prescribed by the **Director**, and shall supply any additional information or documentation relating to the application in a form approved by and as required by the **Director**; and,
 - (2) The Director is delegated authority to develop **Guidelines** to assist applicants with the application process and requirements.
9. An Application under Section 8 shall include the following information:
 - a) Description of the proposed **Demolition** or **Conversion**;
 - b) The number of existing dwelling units;
 - c) The number of existing and proposed **Rental Units** by unit type, including number of bedrooms and floor area;
 - d) The rents roll(s) including utilities for the **Residential Rental Property**, categorized by unit type;
 - e) A list containing the names and mailing addresses of the tenants of the **Residential Rental Property** proposed for **Demolition** or **Conversion**;
 - f) Identification of any **Related Planning Applications**, including copies of any plans, drawings, studies, or reports submitted in support of such Application;
 - g) Where applicable, a proposal for the replacement or retention of the **Rental Units** proposed for **Demolition** or **Conversion**;
 - h) If applicable, a proposed agreement between applicant and tenants which includes consideration for condo purchase by tenants or renting back to pre-conversion tenants;
 - i) A proposal for tenant engagement by the owner or Applicant, including consultation and education;
 - j) The Applicant shall hold a meeting for all tenants of the Residential Rental Property in advance of submitting an application, and shall provide a record of the public meeting which includes the following information:
 - i. A copy of the notice of the meeting which was provided to tenants, which

shall include notification of the rights of tenants under Provincial Residential Tenancy Legislation;

- ii. A list of all occupied units which received notice including the date and time when the notices were issued to tenants;
- iii. The total number of notices that were sent;
- iv. A copy of the public meeting sign-in-sheet;
- v. A copy of all information distributed or presented at the meeting;
- vi. A copy of the meeting minutes; and,
- vii. A copy of all comments received in relation to the meeting;

All to the satisfaction of the Director;

- k) Any additional information or documentation required to evaluate the application, as specified by the **Director**; and,
 - l) The applicable fees;
10. The **Director** may require that the application information be verified by a person who, in the **Director's** opinion, is qualified to do so; and,
 11. No person shall knowingly furnish false or misleading information in any Application under this By-law.

Fees and Charges

12. The applicable fee for the Application for a **Section 99.1 Permit** shall be paid at the time the Application is submitted to the City;
13. If Section 8 or 10 of the *Building Code Act, 1992* apply to the proposed **Demolition** or **Conversion**, the Applicant must also pay the fees required for such an Application as described in [INSERT FEE SCHEDULE];
14. All fees collected by the City under this By-law shall be used for the purpose of processing the Application; and,
15. All fines and charges and cash-in-lieu payments collected by the City under this By-law shall be offered to the Housing Services Division for the purpose of replacing, renewing or creating affordable housing in the City in accordance with the Urban Hamilton Official Plan.

Notice of Application to Tenants

16. In addition to s. 9(i) of this By-law, an Applicant for a **Section 99.1 Permit** shall also provide proof of notice of the Application to the tenants of the **Residential Rental Property** to the satisfaction of the **Director** within 14 days after the **Director** has advised that the Application is complete or within such other time period as determined

by the **Director**.

Related Planning Application

17. If a person makes a **Related Planning Application**, the person shall also file an Application under this By-law without delay;
18. (1) If a **Related Planning Application** is made with respect to a **Residential Rental Property** for which a **Section 99.1 Permit** is required, the Applicant shall provide written notice to the applicable approval authority and, in the case of an appeal or referral, to the Ontario Land Tribunal or court; and,
 - (2) The notice required under Subsection 14(1) shall be filed at the time the Application for a **Section 99.1 Permit** is filed with the approval authority, or at the same time the referral or appeal of a **Related Planning Application** is filed with the Ontario Land Tribunal or the court, as the case may be;
19. The notice required under Section 14 shall include a statement that the **Demolition** or **Conversion** is not permitted unless a **Section 99.1 permit** has been given for the **Demolition** or **Conversion** under By-law XXXXX, *A By-law to Regulate the Demolition and Conversion of Residential Rental Properties*.

Withdrawal of Application

20. If an Applicant for a **Section 99.1 Permit** does not provide all the required documentation to the **Director** within one (1) year from the date the Application is received by the City, the Applicant shall be deemed to withdraw the Application and shall not be entitled to any refunds of any payments made;
21. Despite Section 19, the **Director** may extend the timeframe for an Application to be completed where the **Director** determines that the applicant is actively taking steps to move the Application forward; and,
22. If the Application is withdrawn or deemed to have been withdrawn under Section 19 before the **Director** or Council makes a decision, no further application under this By-law to approve the **Demolition** or **Conversion** of the **Residential Rental Property** may be made within two years after the withdrawal, unless Council gives its consent.

PART V – ELIGIBILITY FOR SECTION 99.1 PERMIT

23. A **Section 99.1 Permit** shall be approved where an application demonstrates that all of the criteria in either (1),(2) or (3) are met:
 - (1) All the following criteria are met:
 - a) The City-wide rental vacancy rate by dwelling unit and structure type has

- been at or above 3.0% for the preceding 24 months;
 - b) The rental vacancy rate by dwelling unit and structure type for the respective local housing market zone (as identified in Volume 1, Schedule G of the Urban Hamilton Official Plan), has been at or above 2.0% for the preceding 24 months;
 - c) The proposed conversion shall not reduce the rental vacancy rate by dwelling unit and structure type to below 3.0% for the City and below 2.0% for the respective local housing market zone;
 - d) The existing market rent levels for the units proposed to be converted are not significantly (approximately 10%) below the average market rent levels for the City and the respective local housing market zone for rental units of a similar dwelling unit and structure type and size;
 - e) For vacant rental units, the last market rent levels charged prior to vacancy for the units proposed to be converted were not significantly (approximately 10%) below the average market rent levels at the time for the City and the respective local housing market zone for rental units of a similar dwelling unit and structure types and size; and,
 - f) Where a **Demolition** is proposed, the units are not located within the boundary of the Downtown Hamilton Secondary Plan;
- (2) Where a **Conversion** is proposed, the subject building or group of buildings is a protected heritage property, as defined in the Urban Hamilton Official Plan, on the date of Application; and,
- (3) Where a **Conversion** is proposed by way of a consent to sever under section 53 of the *Planning Act*, that such **Conversion** will not result in an alteration of the form of Dwelling Unit.
24. Where an Application fails to satisfy the requirements of Section 22 above, a **Section 99.1 Permit** may be approved in accordance with Part VI and subject to such conditions as are appropriate in the Director's or Council's discretion, as the case may be, where the Applicant demonstrates that either (1), (2), (3), (4), (5), (6) or (7) below are met:
- (1) Where a **Conversion** is proposed, it is demonstrated to the satisfaction of the Director that:
 - a) Repair or retrofitting is immediately required to meet health and safety standards, including but not limited to the Ontario Building Code, in accordance with Section 50(1)(c) of the **Residential Tenancies Act, 2006** or an order under the **Building Code Act, 1992**; and,
 - b) Income received from rent and available from government funding programs, including rent increases permitted under provincial legislation, is not capable of supporting the capital repairs and maintenance work required;
 - (2) Where a **Conversion** is proposed, units are retained as **Rental Units** at similar

rents for a defined term and existing tenants shall have a right of first refusal to such units upon completion of the Conversion, with rent to be charged in accordance with section 53(3) of the *Residential Tenancies Act, 2006*;

- (3) Where a **Conversion** is proposed and new units are available for purchase by members of the public, pre-conversion tenants shall be prioritized for ownership of units upon completion of the conversion, with purchase value based on market conditions;
- (4) Where a **Demolition** is proposed, the building (or buildings) is determined to be structurally unsound, confirmed by the submission of a structural audit, prepared by a qualified professional with the conclusions of such audit deemed acceptable by the City;
- (5) Where a **Demolition** is proposed in the area comprising the Downtown Hamilton Secondary Plan:
 - a) Conditions are imposed requiring **Rental Units** to be replaced on-site; and,
 - b) Conditions are imposed requiring an acceptable tenant relocation and assistance plan addressing the right to return to occupy the replacement rental units at similar rents, the provision of alternative accommodation at similar rents, and other assistance as appropriate;
- (6) Where a **Demolition** is proposed outside of the area comprising the Downtown Hamilton Secondary Plan:
 - a) Conditions are imposed requiring **Rental Units** to either be replaced on-site, off-site in a comparable location in the same Local Housing Market Zone, or through cash-in-lieu payment; and,
 - b) If applicable, conditions are imposed requiring an acceptable tenant relocation and assistance plan addressing the right to return to occupy replacement Rental Units at similar rents, the provision of alternative accommodation at similar rents, and other assistance as appropriate;
- (7) Where a **Conversion** is proposed by way of a consent to sever under section 53 of the *Planning Act*, that such **Conversion** will not result in a loss of form of Dwelling Units in accordance with XXXXX, to the satisfaction of the Director.

25. Conditions imposed on a **Section 99.1 Permit** may include:

- a) Requirements to replace the **Rental Units** proposed for **Demolition**, or retention of proposed converted units as **Rental Units**, at similar rents and for a defined term;
- b) Requirement to provide tenants in the converted property and opportunity for owning the condominiums developed as a result of successful property

- conversion;
- c) Requirements that the owner of the **Residential Rental Property** notify any tenants who reside in **Rental Units** affected by the approval of the relevant provisions in the ***Residential Tenancies Act, 2006***;
 - d) The following, in accordance with any Guidelines:
 - i. Requirements securing tenants' right to return to the replaced or retained Rental Units at similar rents, and associated notification requirements;
 - e) Requirements for tenant relocation and assistance including but not limited to the following:
 - i. Alternative accommodation for displaced tenants at similar rents and in a comparable location until tenants return to the replacement Rental Units; and,
 - ii. Financial assistance and such other support as may be necessary to reduce hardships to tenants resulting from a **Demolition** or **Conversion**;
 - f) Provisions concerning the applicant's entitlement to claim or act under any of the following until the conditions imposed have been satisfied or secured, to the satisfaction of the **Director**:
 - i. A permit under Subsection 8(1) or Section 10 of the ***Building Code Act, 1992*** for construction, **Demolition** or **Conversion** of a building;
 - ii. A permit for demolition under under Section 33 of the ***Planning Act***;
 - iii. A consent or permit to alter part of a property or to demolish or remove a building or structure under Section 34, 34.5 or 42 of the ***Heritage Act***;
 - iv. Approval or registration of a description for a proposed condominium under Section 51 of the ***Planning Act***, or an exemption from approval for a condominium, under Section 9 the ***Condominium Act, 1998***; and,
 - v. A consent under Section 53 of the ***Planning Act***, except for provisional consent that is conditional on receiving a **Section 99.1 Permit** under this By-law;
 - g) Any other requirements or provisions reasonably related to minimizing the impact of the **Demolition** or **Conversion** on the City's rental housing supply;
 - h) A requirement that other conditions to the approval shall be secured by an agreement with the City, that the agreement may include restrictions on the transfer, charge or other dealings with the lands unless the transferee, chargee or other party enters into a direct agreement with the City to assume all obligations of the original owner, and that all restrictions and agreements shall be to the satisfaction of the Director and City Solicitor;

- i) Requirements that the owner of the **Residential Rental Property** provide information from time to time sufficient to verify that the terms of an agreement are being met; and,
 - j) Conditions providing for the lapsing of the approval in accordance with any Guidelines.
26. Where conditions are imposed under Section 24, the owner of the **Residential Rental Property** to which the Application for **Section 99.1 Permit** relates shall, as a condition of obtaining a **Section 99.1 Permit**, enter into to an agreement with the City securing conditions to the approval of the **Section 99.1 Permit**;
27. The agreement referenced in Section 25 shall be registered on title to each property to which the agreement applies and may be enforced against the owner and any subsequent owners of the **Residential Rental Property**. The registration of the agreement shall be to the satisfaction of the City Solicitor and with such priority as may be required to ensure its proper enforcement by the City;
28. Conditions imposed under Subsection 24(1) may require the **Rental Units** proposed for **Demolition** be replaced on-site, in a comparable off-site location to the **Residential Rental Property**, by a cash-in-lieu payment for the replacement value of the units, or a combination thereof;
29. Similar, for the purposes of subsection 24(1), includes but is not limited to consideration of the following factors:
- a) Type of residential rental property;
 - b) Proximity to existing and proposed transportation options, including transit service;
 - c) Proximity to community infrastructure such as, recreational facilities, libraries, police stations, schools and places of religious assembly;
 - d) Proximity to commercial services and amenities; and,
 - e) Number of bedrooms;
30. Conditions imposed under Section 23(1) requiring off-site replacement units may also specify a timeframe within which those units must be constructed.

PART VI – APPROVAL AND ISSUANCE OF SECTION 99.1 PERMIT

Approval by Director under Delegated Authority

31. The **Director** is authorized to approve an Application for a **Section 99.1 Permit** when:

- a) The Application meets the requirements of Section 22 or 23 (including any conditions as are appropriate in the Director’s discretion);
 - b) The **Residential Rental Property** at the time of the Application has six or more **Dwelling Units**, but less than six **Rental Units**; or
 - c) The **Residential Rental Property** at the time of the application has six or more **Rental Units**, and:
 - i. The combined number of existing **Rental Units** affected by the proposed **Demolition** or **Conversion** and any previous **Demolition** or **Conversion** activities within the preceding five-year period is less than six; and,
 - ii. The proposed **Demolition** or **Conversion** will not reduce the number of **Rental Units** to less than six;
32. For the purposes of Subsection 30 (c)(a), the “preceding five-year period” is deemed to be the earlier of the date all the required Application information is provided to the City under Part IV for a **Section 99.1 Permit** or the complete Application date of a **Related Planning Application** as determined in accordance with the **Planning Act**;
33. The **Director** shall consider the Application not earlier than 14 days after the notice has been given to the tenants under Section 15; and,
34. Where the provisions of Sections 31 to 33 have been met, the **Director** shall approve a **Section 99.1 Permit**.

Referral to Council by Director

35. The **Director** may refer an Application to the **Planning Committee** for Council’s approval if, in the **Director’s** opinion, the Application should be considered by Council with a **Related Planning Application**, or that the application has implications for more than one Ward or is of City-wide interest, or if a request is made by Council or the Planning Committee for the Application to be considered by Council;
36. If the approval of an Application is not delegated to the **Director** under Section 30, the **Director** shall submit a report respecting the Application to the **Planning Committee**;
37. The **Planning Committee** shall recommend to Council whether to refuse or approve the Application, including any conditions; and,
38. Council may refuse the Application or approve the Application, and may impose any of the conditions set out in Section 21 on the approval.

Section 99.1 Permit Issuance

39. Subject to Section 40, if Council or the **Director** approves a **Section 99.1 Permit**, the **Director** is authorized to issue the **Section 99.1 Permit** after all the conditions have been satisfied or secured to the satisfaction of the **Director**; and,
40. Where Applications for **Demolition** or **Conversion** are also subject to Section 8 or 10 of the **Building Code Act, 1992** or to a demolition control by-law under Section 33 of the **Planning Act**, the **Director** may designate the **Chief Building Official** to issue the **Section 99.1 Permit**, which shall only be issued once approval for the **Section 99.1 Permit** is given and together with all other applicable requirements related to the **Demolition**.

Application for Revision to Conditions

41. If the owner of a **Residential Rental Property** applies for revisions to the conditions on a **Section 99.1 Permit**, the **Director** may treat the request as a new Application under this By-law or may otherwise require the owner to comply with the notice and meeting requirements of this By-law; and,
42. The **Planning Committee** will consider and make recommendations to Council on the proposed revisions only after a report has been submitted to the **Planning Committee** by the **Director**.

Revocation of Section 99.1 Permit

43. The **Director** may revoke a **Section 99.1 Permit** if:
 - a) The **Section 99.1 Permit** was issued on mistaken, false or incorrect information;
 - b) The conditions to the **Section 99.1 Permit** are not complied with; or,
 - c) The owner of the **Residential Rental Property** or other holder of a **Section 99.1 Permit** has contravened this By-law;
44. Where a **Section 99.1 Permit** for **Demolition** has been issued under this By-law and the building permit for the new construction is revoked under the **Building Code Act, 1992**, the **Section 99.1 Permit** shall be deemed to be revoked and this By-law shall apply to any subsequent application for a **Demolition** of the **Residential Rental Property** for which the original **Section 99.1 Permit** was issued; and,
45. Section 45 does not apply if the **Residential Rental Property** has been demolished under a **Section 99.1 Permit** before the building permit for the new construction was revoked.

Council or Director Decision Final

46. Council's or the Director's decision to approve, refuse or revoke a **Section 99.1 Permit**, or impose or revise conditions on a **Section 99.1 Permit** in accordance with this By-law is final, without any further right of appeal.

PART VII – ENFORCEMENT

Harassment of Tenant

47. No owner of **Residential Rental Property** or person acting on the owner's behalf shall interfere with a tenant's reasonable enjoyment of a **Rental Unit** in the **Residential Rental Property** with the intent of discouraging the participation of the tenant in the Application or approval process described herein or with the intent of otherwise facilitating the obtaining of the approval of Council or the **Director** on an Application made under this By-law.

Powers of Entry and Inspection

48. Any **City Official** may at any reasonable time enter upon any land for the purpose of carrying out an inspection to determine whether the following are being complied with:
- a) This By-law;
 - b) Any direction or order issued under this By-law;
 - c) Any **Section 99.1 Permit** condition imposed under this By-law; and,
 - d) An order issued under Section 431 of the **Municipal Act**;
49. Subject to the requirements under Section 437 of the **Municipal Act** related to entry to dwellings, submission of an Application for a **Section 99.1 Permit** is deemed to be the consent of the owner for any **City Official** to enter at any reasonable time onto the **Residential Rental Property** for the purpose of carrying out an inspection;
50. Where an inspection is conducted under this By-law, any **City Official** may:
- a) Require the production of documents and things that may be relevant to the inspection;
 - b) Inspect and remove documents or things which may be relevant to the inspection for the purpose of making copies;
 - c) Require information from any person concerning a matter related to the inspection, including but not limited to name(s), address(es), contact

information, and proof of identity or other identification; and,

- d) Alone or in conjunction with a person possessing special or expert knowledge, make examinations or take photographs necessary for the purpose of the inspection;
- 51. No person shall hinder or obstruct, or attempt to hinder or obstruct, any **City Official** from exercising any power or authority, or performing a duty as permitted under this By-law;
- 52. No person shall decline or neglect to give, produce or deliver any access, information, document or other thing that is requested by any **City Official** pursuant to this By-law; and,
- 53. Every person from whom information, or any other thing, has been requested in relation to an inspection conducted under this By-law shall identify themselves to any **City Official** and failure to identify shall constitute hindering and/or obstructing under Section 47.

Offences

- 54. Every person, either by their own actions or through the action of any other person, who contravenes any Section of this By-law, including an Order issued pursuant to this By-law or Sections 444 or 445 of the **Municipal Act** is guilty of an offence and is liable to a fine, and such other penalties, as provided for in the Provincial Offences Act, R.S.O. 1990, c. P.33, as amended and the **Municipal Act**;
- 55. Every director or officer of a corporation who knowingly concurs in a contravention of this By-law by the corporation is guilty of an offence;
- 56. Every person who fails to comply with a term or condition of a **Section 99.1 Permit** under this By-law is guilty of an offence;
- 57. All contraventions of this By-law or an Order issued pursuant to this By-law are designated multiple and continuing offences pursuant to subsection 429(2) of the **Municipal Act**; and,
- 58. For greater certainty, a separate offence may be charged for each or any **Rental Unit** within a single **Residential Rental Property**.

Penalty

59. Every person who is charged with an offence under this By-law upon conviction is liable as follows:
- a) The maximum fine for an offence is \$100,000;
 - b) In the case of a continuing offence, in addition to the penalty mentioned in Subsection 56(1), for each day or part of a day that the offence continues, the maximum fine shall be \$10,000, and the total of all daily fines for the offence is not limited to \$100,000;
 - c) In the case of a multiple offence, including offences as described in Section 59 herein, for each offence included in the multiple offence, the maximum fine shall be \$10,000 and the total of all fines for each included offence is not limited to \$100,000; and,
 - d) If a person is convicted of an offence under this By-law, the potential for economic advantage acquired by or that accrued to the person as a result of the commission of the offence may be considered an aggravating factor for sentencing purposes which may attract a special fine and the maximum amount of the special fine may exceed \$100,000 or such other maximum amount permitted by the *Municipal Act*,
60. If any Section of this By-law is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by this By-law, the Court in which the conviction has been entered and any Court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted.

PART VIII – TRANSITION

Effective Date

61. This By-law will come into force on XXXXX, 20XX.

Applicability

62. This By-law applies to a proposal for **Demolition** or **Conversion of Residential Rental Property** in any **Related Planning Application** made on or after XXXXX, 22XX, except where:
- a) A determination on the **Related Planning Application** is made by the applicable approving authority before the Effective Date; or,
 - b) The **Related Planning Application** relates to Development Applications for

site- specific official plan amendments under Section 22 of the **Planning Act** and/or site- specific zoning bylaw amendments under Section 34 of the **Planning Act** that were approved or appealed to the Ontario Land Tribunal prior to XXXXX, 20XX;

63. In the case of Applications under Section 8 of the **Building Code Act, 1992**, for interior renovations as described in the definition of **Demolition** in subsection 1(7), this By-law applies to any Application made after the Effective Date.

PART IX – GENERAL

64. Any section of this By-law, or any part thereof, that is found by a court of competent jurisdiction to be invalid shall be severable, and the remainder of the By-law shall continue to be valid;
65. In this By-law, unless the context otherwise requires, words imparting the singular number shall include the plural, and words imparting the masculine gender shall include the feminine and further, the converse of the foregoing also applies where the context so requires;
66. References in this By-law to any legislation (including but not limited to regulations and by-laws) or any provision thereof include such legislation or provision thereof as amended, revised, re-enacted and/or consolidated from time to time and any successor legislation thereto; and,
67. This By-law may be referred to as the "Rental Housing Protection By-law".

PASSED this ____ day of ____, 202X.

F. Eisenberger
Mayor

A. Holland
City Clerk



Committee of the Whole Report

Report Number: PR2025-003
Meeting Date: April 8, 2025
Title: Parks and Facilities By-Law Update
Description: Revisions to the existing By-Law 2006-147
Author and Title: Ryan Smith, Manager, Parks and Recreation

Recommendation(s):

That Report PR2025-003, **Parks and Facilities By-Law Update**, be received;

That By-Law 2006-147, being the By-Law to Regulate Public Parks and Facilities, be amended, as outlined in Appendix A to Report PR2025-003;

That the necessary By-Law to amend By-Law 2006-147 be brought forward to Council for adoption; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City of Kawartha Lakes has a long-standing commitment to providing safe, accessible, and well-maintained public parks and facilities for residents and visitors. By-Law 2006-147 was originally enacted to establish regulations governing the use, maintenance, and protection of these spaces. Since its implementation, the City has experienced significant demographic, environmental, and technological changes, necessitating a comprehensive review and update of the by-law.

Over the years, public parks and facilities have become increasingly integral to community life, serving as hubs for recreation, social interaction, and cultural activities. The evolving needs of residents, alongside emerging environmental challenges and advancements in municipal governance, have highlighted areas where the existing by-law requires modernization. The City recognizes the importance of ensuring that its regulatory framework remains relevant and effective in managing public spaces efficiently and equitably.

This report outlines the rationale for updating By-Law 2006-147 to reflect contemporary best practices, enhance public safety, and promote sustainability. The proposed amendments aim to align municipal regulations with current legislative requirements, incorporate community feedback, and address pressing concerns related to park usage, security, and environmental stewardship. Minor revisions were adopted in 2014, there is now a need to incorporate additional minor updates. This report identifies the updates required.

Rationale:

The City of Kawartha Lakes By-Law 2006-147 was enacted to regulate public parks and facilities, ensuring safety, accessibility, and proper usage. Updating this by-law is essential to address emerging challenges, align with current community needs, and enhance the management and enjoyment of public spaces. Trails have been incorporated in the Parks and Facilities Bylaw to support specific needs for trail systems within park boundaries. Revisions include additional definitions, and some modernization changes to existing definitions. Included are changes to the bylaw that will alleviate challenges encountered with rental agreements, maintenance functions and changing amenities. Additional revisions are to match with changes made to provincial legislation that impacts the operation and maintenance of municipal parks and recreation facilities. Recommendations contained within the Trails Master Plan Update have also been incorporated into the bylaw.

An original copy of By-Law 2006-147, A By-Law to Regulate Public Parks and Facilities with track changes highlighting the proposed revisions is attached as Appendix A.

Other Alternatives Considered:

Council could choose to reject the proposed revisions and retain the existing Parks and Facilities By-Law to Regulate Public Parks and Facilities.

Alignment to Strategic Priorities

The 2025 Parks and Facilities Bylaw Update report aligns with the following strategic priorities within the 2020-2023 Kawartha Lakes Strategic Plan:

Healthy Environment-by encouraging active recreation

An Exceptional Quality of Life-by improving the health and well-being of residents

Good Government-by ensuring municipal assets are well maintained and managed.

Financial/Operation Impacts:

There is no direct financial impact because of the recommendations within this report.

Consultations:

Supervisor, Community Partnership and Programs

People Partner- Inclusion, Diversity, Equity & Accessibility

Supervisor, Recreation Complex Services

Manager, Municipal Law Enforcement and Licensing

Attachments:

Appendix A – Original By-Law 2006-147 with track changes



2006-147 Regulate
Public Parks and Fac

Department Head email: jjohnson@kawarthalakes.ca

Department Head: Jenn Johnson

The Corporation of the City of Kawartha Lakes

By-Law 2006 - 147

A By-Law to Regulate Public Parks, ~~and Facilities~~ and Trails

Recitals

1. The Municipal Act, 2001, S.O. 2001, c.25, s.11 provides that a municipality may pass by-laws respecting matters within the sphere of jurisdiction of culture, parks, recreation and heritage.
2. The Council of the Corporation of the City of Kawartha Lakes considers it appropriate to pass such a by-law to regulate and control the use of public parks and facilities.
- ~~2-3.~~ 3. With the passing of the City of Kawartha Lakes Trails Master Plan Update, the Council of the Corporation of the City of Kawartha Lakes considers it appropriate to pass such a by-law to regulate and govern trail use for all municipally owned trail linkages found within parks and along or within municipally owned facilities.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2006-147.

Section 1.00: Definitions and Interpretation

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

“**ATV**” or **All Terrain Vehicle** means those vehicles designated as All Terrain Vehicles under the Highways Traffic Act, Regulation 316/03;
By-law 2010-062, effective April 27, 2010

“**authorized sign**” means any sign, notice, or other device approved by the Director to communicate information that has been placed or erected upon a park or facility to advertise to or otherwise notify the public regarding the identification or management of a park or facility or the regulation or prohibition of any activity upon or use of a park or facility;

“**Building Official**” includes Manager of Building and Municipal Law Enforcement, Chief Building Official, Building Inspectors, Plan Examiners and 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;

“**City**” “**City of Kawartha Lakes**” or “**Kawartha Lakes**” mean The Corporation of the City of Kawartha Lakes;

“**Council**” and “**City Council**” mean the municipal council for the City;

“designated area” means an area or portion of a park or facility designated by the Director for a specific use or activity;

“Director” means the Director of Community Services and his or her delegate(s) or, in the event of organizational changes, another person designated by Council;

“dog park” means a designated public area where dogs can be off-leash in a controlled environment;

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“domestic animal” shall mean any animal that is owned, harboured or kept by a person;

“firearm” includes, but is not limited to a rifle, handgun or spring gun, crossbow, longbow, [airsoft gun](#), [paintball gun](#), air pellet rifle and any other weapon which releases a projectile;

“fireworks” means a pyrotechnic device or a substance that is made, manufactured or used to produce an explosion or detonation and includes Fireworks composition and manufactured Fireworks as defined in the Explosives Regulations made pursuant to the Explosives Act;

“hunt” includes to chase, pursue, follow after or on the trail of, search for, shoot at, stalk or lie in wait for, worry, molest, take or destroy any animal, whether or not the animal is captured, injured or killed;

“Lifeguard” means an individual who is trained and certified as a [National Lifeguard](#) by the [Lifesaving Society Ontario National Lifeguard Service](#);

“Liquidation/auction sSale” means any event being organized by a non-City of Kawartha Lakes retailer for the purpose of selling commercial goods at discount prices;

2014-258, effective September 9, 2014

“litter” includes dumping, throwing, placing, depositing or leaving, or causing to be dumped, thrown, deposited or left any refuse, garbage or debris of any kind or any object or substance which tends to pollute, mar or deface;

“liquor” means spirits, wine, beer, or any combination thereof, and includes any alcohol in a form appropriate for human consumption as a beverage, alone or in combination with any other matter;

“motor vehicle” includes an automobile, motorcycle, motor assisted bicycle, all terrain vehicle, [recreation off highway vehicle](#) and any other vehicle propelled or driven otherwise than by muscular power;

“municipal law enforcement officer” means a person within the administration of the City who has been appointed as an officer for the purposes of the enforcement of any or all of the City's By-Laws;

person appointed by Council under the *Police Services Act* to enforce the by-laws of the City;

“Off-Road Motorcycle” means a motorcycle designed for riding cross country or over unpaved ground; (ORM) means a two wheeled manufactured motorcycle intended for off-road use including motorcycles for dual sport applications designed for off-road use, travels on two wheels, has a seat designed to be straddled by the operator and has a handlebar-type steering control, and includes all-terrain two wheeled motorcycles.

By-law 2010-062, effective April 27, 2010

“organized gathering” means a picnic, event or gathering for any purpose that involves more than ten (10) individuals;

“organized sport or activity” means a sport, game or activity by a group or organization, whether or not formally constituted and whether or not the players or members wear uniforms;

“park or facility” means land dedicated, owned or controlled (including jointly controlled) or used by the City as a public park, sports field, campground, playground, cemetery, trail, garden, forest or recreational area and all other improvements upon such land;

“police officer” means a chief of police or any other police officer in a police service which is responsible for enforcing the by-laws of the City;

“public fireworks display” means an exhibition of low or high recreational fireworks in an open air assembly to which the public is invited or admitted, with or without a fee being charged;

“public parking or parking space” means an area in a park or facility designated for the parking of vehicles temporarily or on an hourly basis;

“rental agreement” means an agreement between a person and the City authorizing a use of or activity upon a park or facility as required under this by-law;

“run at large” means in reference to an animal, to not be under the immediate care and supervision of a person, and, in the case of a dog, means to not be kept on a leash by its owner or by another person acting on the owner’s behalf;

“ROV” or “Recreational off-highway vehicle” means those vehicles designated as recreational off-highway vehicles under the Highway Traffic Act, Regulation 316/03;

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“**Snowmobile**” means a self propelled motorized snow vehicle designed to drive primarily on snow;

By-law 2010-062, effective April 27, 2010

“**special services dog**” means a dog with proper identification that is legally recognized and that has been trained to provide services to a person with a disability or to a police service;

“**tent**” means a temporary, portable shelter made of fabric or other flexible material, supported by poles, ropes, or a frame. Not including event tents structures or shade structures with open sides;

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“**VRTC**” means the Victoria Rail Trail ~~Corridor~~;

“**watercraft**” means any boat, jet ski or any other mechanically powered vehicle that is driven in or on a river, lake, waterfront area or body of water;

“**weapon**” includes a firearm and any other device designed or used for causing injury or death to any person or animal designed or used for threatening or intimidating any person or animal;

“**KATVA**” means the Kawartha All Terrain Vehicle Association;

By-law 2010-062, effective April 27, 2010

“**KLSC**” means Kawartha Lakes Snowmobile Club;

“**KORMA**” means Kawartha Offroad Motorcycle Association

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“**OFSC**” Ontario Federation of Snowmobile Clubs

~~“**KATVA**” means the Kawartha All Terrain Vehicle Association;~~

~~By-law 2010-062, effective April 27, 2010~~

“**OFTRA**” means the Ontario Federation of Trails Riders;

By-law 2010-062, effective April 27, 2010

~~“**KLSC**” means Kawartha Lakes Snowmobile Club;~~

~~By-law 2010-062, effective April 27, 2010~~

1.02 Interpretation Rules:

- (a) Wherever this By-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the By-law with the gender applicable to the circumstances.
- (b) References to items in the plural include the singular, as applicable.
- (c) Where there is a conflict between this bylaw and any specific bylaw governing the use of the VRTC, the VRTC By-law shall prevail.

- (d) 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.

The regulations established by this by-law respecting parks and facilities apply throughout the City.

- 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.
- 1.03 **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: Powers of Director

2.01 **Powers:** The Director is responsible for the operation and management of municipal parks, ~~and~~ facilities and trails. This authority includes but is not limited to:

- (a) temporarily close or restrict access to all or any portion of a park, ~~or~~ facility and trail to public use for the purposes of construction, maintenance, repairs, removal of hazards, prevention of overcrowding, special events, organized gatherings, organized sports or activities or any other reasonable cause;
- (b) designate areas where specified recreational activities are permitted and prohibited;
- (c) establish and enforce rules for specific recreational activities;
- (d) designate areas for vehicle travel; by ATV, ROV, OHV, ORM, e-bikes and other vehicles;
- (e) designate or prohibit public parking areas and parking spaces including hourly length of parking allowed for vehicles;
- (f) designate areas that are closed for the protection of grass, other vegetation and wildlife;
- (g) establish hours for the daily opening and closing of parks or facilities and temporarily extend the set hours of a park or facility to accommodate:
 - (i) a special event such as a statutory holiday celebration or a Council-approved event;

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- (ii) an organized gathering; or
- (iii) an organized sport or activity;
- (h) review applications for rental agreements and issue rental agreements;
- (i) collect fees in respect of any activity upon or use of a park or facility as prescribed by policy;
- (j) require a person to submit proof of insurance in respect of any activity upon or use of a park or facility as a condition for the issuance of a rental agreement;
- (k) permit such uses or activities as necessary or desirable for the development or maintenance of any park or facility;
- (l) authorize and post signs; and
- (m) make incidental rules and regulations that are not inconsistent with this by-law.

Section 3.00: Rental Agreement Application, Fees, Issuance, Revocation

- 3.01 **Rental Agreement Application:** A person desiring to use a park or facility for an activity or other use for which a rental agreement is required under this by-law shall apply for a rental agreement by following the established booking procedure and submitting to the Director in advance of the proposed activity or use.
- 3.02 **Revocation of Rental Agreement:** The Director may revoke the rental agreement of any person who fails to comply with the terms and conditions of that rental agreement or violates any provision of this by-law or other City by-law or policy or provincial or federal laws and regulations.
- 3.03 **Refusal of Rental Agreement:** In the event that the Director refuses to grant for any reason, suspends or revokes a [Rental Agreement](#), and the Applicant requests that the matter be considered by Council, the Director shall prepare a report for the consideration of Council and the Applicant shall be provided with at least two (2) weeks notice of the meeting of Council to consider the refusal to grant, revocation or suspension and shall have the opportunity to address Council prior to [Council making a decision being made](#).
- 3.04 **Compliance with Other Governmental/Public Authority Bodies:** The issuance of a rental agreement shall not relieve any person from complying with all applicable municipal, provincial and federal laws and regulations in force from time to time, including any requirement to possess an additional license or permit in respect of the activity upon or use of a park or facility permitted by the rental agreement.

3.05 **City Exempt From Fees:** The Director may exempt the City from the payment of any fees prescribed in respect of a rental agreement issued to the City, ~~aligning in keeping~~ with the Council approved [Consolidated Fees By-law](#).

~~Fees and Charges Policy in effect at the time.~~

Section 4.00: ~~Park or Facility~~ Hours of Operation

4.01 **Park or Facility Hours:** Unless otherwise specified by the Director, parks or facilities shall be closed to the public from 11:00 ~~e'clock p.m.~~ to 6:00 ~~e'clock a.m.~~ on all days. [Parks are not maintained in the winter season \(December 1 – March 31\) unless otherwise posted. Seasonal operations may be adjusted based on weather conditions and maintenance standards.](#)

4.02 **No Entry After Hours:** No person, other than Police Officers, Municipal ~~L~~aw Enforcement Officers and City employees or agents carrying out their employment duties, shall enter upon or remain in a park or facility when a park or facility is closed, unless authorized by a rental agreement.

Section 5.00: ~~General Park, or Facility~~ and Trail Regulations

5.01 **Restricted Areas:** No person shall enter into an area of a park or facility to which the admission of the public is prohibited, unless authorized by a rental agreement.

5.02 **Liquor:** No person shall bring, keep or consume upon any park or facility any liquor, unless that use is in accordance with the [Liquor Licence and Control Act 2019](#), and all other Municipal, Provincial and Federal laws and regulations, and is part of an event authorized by a rental agreement.

5.03 **Firearms and Weapons:** No person shall possess or use any firearm or weapon in a park or facility, unless authorized by a written agreement with the City and in accordance with provincial or federal laws and regulations.

5.04 **Fireworks:** No person shall ignite, discharge or set off any fireworks in a park or facility, except as a controlled and supervised public fireworks display or a fireworks display authorized by a rental agreement and in accordance with all municipal by-laws, provincial or federal laws, regulations, and permits.

5.05 **Hunting:** No person shall hunt in any park or facility. Hunting may be permitted within the Somerville forest provided same is in compliance with all other applicable Municipal By-Laws and Policies, and Provincial and Federal laws and regulations.

5.06 **Injury, Damage, Vandalism and Decoration:** No person shall, in any park or facility:

- a) climb any tree, building or other structure or equipment unless it is designed and intended or provided for climbing;
- b) break, injure, deface, vandalize, move, remove or tamper with anything which is the property of the City, including any [tree, shrub, flower, vegetation, building, structure, swimming or wading pool, fountain, bridge, fence, wall, playground apparatus, bench, authorized sign, utility fixture or equipment](#);
- c) move, remove or throw stones, rocks, boulders, soil, sand or wood;
- d) in any manner disturb ground which is under repair, prepared for planting, newly seeded or in an area posted to that effect; or
- e) in any manner decorate, mark or adorn any sign, tree, natural feature, building or structure within a park or facility without the written approval of the Director;
- f) undertake any construction works upon the lands without written permission from the City to do so.
- g) any activity which would be a violation of any Municipal By-law, Provincial or Federal law or regulation.

[h\) connect or fasten a device to any tree, building or other structure](#)

- 5.07 **Dumping:** No person shall dump or deposit snow, fill, soil, garbage, garden waste, building or construction materials or any discarded item in any park or facility, without written approval of the Director.
- 5.08 **Littering:** No person shall deposit any waste or offensive matter or other substance of any kind in a park or facility, except in a receptacle provided for such purposes.
- 5.09 **Access:** No person shall cross over or otherwise use a park or facility by a vehicle to access private property for any reason without obtaining the prior written approval of the Director and paying of a damage deposit if required by the Director.
- 5.10 **Encroachment:** No person shall encroach upon or take possession of any part of a park or facility by any means whatsoever, including, without limitation, by [planting](#), constructing, installing, storing or maintaining of a fence, gate, building, dock, or other fixture, [tree, shrub, plant](#) or chattel in or upon the park or facility, unless authorized by written approval from the City.
- 5.11 **Protection of Wildlife:** No person shall: hunt, kill, attempt to kill, maim, injure, trap, catch, collect, remove or disturb any wildlife including and without limitation animals, fish, nests or eggs in a park or facility unless authorized by a Provincial or Federal governmental licensing body.

5.12 **Animals:** No person as owner, or having control of any domestic animal, shall:

- a) allow it to run at large in any park or facility, except in a designated area;
- b) allow it to disturb the enjoyment of any person, or to cause injury or damage to any person, other animals or property;
- c) permit any animal to enter a designated swimming area, splash pads, beach, garden, playground, sportsfield, or any other area posted to prohibit same. This provision shall not apply to persons reliant upon a special services dog.
- d) operate a petting zoo unless authorized by a rental agreement or written approval from the Director and in accordance with all other municipal regulations.

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5.13 **Fires and Barbeques:** No person shall, in any park or facility:

- a) build or attempt to build an open fire or fire pit unless authorized by a rental agreement or written approval from the Director; and in accordance with all other municipal regulations.
- b) use a charcoal or other solid-fueled portable barbeque unless posted for such use unless authorized by written approval from the Director and in accordance with all other municipal regulations.;
outside of an area posted to allow such use unless authorized by a rental agreement;
- c) leave a barbeque or fire without extinguishing the barbeque or fire and ensuring that remaining embers and or surface are cold;
- d) fail to safely store or remove from the lands any material of a flammable nature;
- f) throw a lit ghted match, cigarette, cigar, pipe, similar object or burning substance

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5.14 **Camping and Lodging:** No person shall dwell, camp or lodge in a park or facility, except for designated campgrounds as set out in Schedule "A", and those who occupy such lands designated as campgrounds shall be subject to the regulations set out and agreed to as a condition of the rental agreement for any such campground.

5.15 **Tents and Structures:** Unless authorized by rental agreement, no person shall place, install or erect any temporary or permanent tent or structure in any park.

5.16 **Disorderly Conduct:** No person shall ~~use obscene or vulgar language,~~ conduct ~~themselves, him or herself~~ in a disorderly or offensive manner in a park or facility, or engage in any behaviour that obstructs the free use and enjoyment of the park or facility by any other person.

5.17 **Loudspeakers:** No person shall use or operate loud speakers or amplifying equipment in a park or facility unless authorized by written approval from the Director and in accordance with all other municipal regulations.;

~~by a rental agreement and in accordance with the City of Kawartha Lakes Noise By-law.~~

5.18 **Advertising and Business Operation:** Unless authorized by Rental Agreement or by written authorization of the Director; and only as permitted by regulating bylaws and licensing requirements, no person shall, in a park or facility:

- a) distribute, place or erect any signs, notices, or other materials for the purpose of advertising any commercial activity;
- b) sell or offer for sale any goods, food or services;
- c) take or permit to be taken for remuneration any film, photograph, ~~video~~tape, or television broadcast.

5.19 **Horseback Riding:** No person shall ride or lead a horse in a park or facility, except in designated parking areas or those areas of a park or facility designated for equestrian use or unless authorized by rental agreement or written approval of the Director. Horseback riding along trails will be determined by the Director based on the applicable guidance and designation as identified through the ~~By-Law to Regulate Public Parks, Facilities and Trails~~ Bylaw 2007-107 and the Trails Master Plan Update.

5.20 **Cycling and ~~Rolling~~Skating:** No person shall cycle, inline skate, roller skate, skateboard or use any other wheeled device propelled by human power or gravity are permitted along trails within municipal parks as per the ~~By-Law to Regulate Public Parks, Facilities and Trails~~ Bylaw 2007-107. Those individuals cycling or rolling shall not;

~~in any park or facility, except in those areas of a park or facility designated for such activities, nor shall they:~~

- a) engage in reckless skating/cycling;
- b) cycle/skate or act in such a manner as to interfere with, endanger or disrupt any other person.

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5.21 **Animal Waste:** Any person bringing an animal into a park or facility shall immediately remove any defecation left by the animal and dispose of it in designated waste containers, or, if such containers are unavailable, remove it from the premises upon departure. Every person bringing an animal upon a park or facility shall clean up any defecation from that animal and dispose of the defecation in a sanitary manner.

Commented [AS2]: Park or facility

5.22 **Water Pollution:** No person shall:

- a) foul or pollute any area of water in a park or facility, including a ditch, stream, storm drain, pool, or pond, and no person shall access or trample the riparian edge of any stream, pond or lake in a park or facility unless that area is designated as an access point;
- b) deposit any food, grain or other matter in any pond, river, stream, lake, splashspray pad or other body of water in any park to feed geese, ducks, gulls or any other animal;
- c) pollute any pond, swimming pool, splashspray pad or waterfront area in or connected with a park or park building with soaps, detergents, shampoos or other toxic substances.

5.23 **Liquidation/Auction Sales:** No person shall be granted a rental agreement~~permit~~ for a City facility or park for the purpose of hosting/conducting a Liquidation/Auction Sale.

5.24 **Smoking and Vaping:** No person shall smoke or vape

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a). within 20 meters of any playground, sporting or spectator areas within a park setting.

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b). within 20 meters of the property of a Community Center which may contain playgrounds, sporting or spectator areas.

As defined and specified within the ~~The~~ Smoke-Free Ontario Act, 2017

5.25 **Park Utilities:** No person shall use park utilities unless authorized by a rental agreement or written approval of the Director~~unless authorized by a Rental Agreement or signed as permitted.~~

5.26 **Loitering:** No person shall linger without apparent purpose at any park or facility.

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5.27 **Docking:** No person shall leave watercraft at City owned docks overnight unless overnight docking is permitted and applicable fees are paid, whereas stays will be limited to 2 consecutive nights. Watercraft left unattended for 48 hours will be removed.

Section 6.00: Park or Facility Use, Gatherings and Games

- 6.01 **Use at Own Risk:** The use by or presence of any person in any park or facility for any activity or purpose including without limitation, skating on natural or artificial ice surfaces, swimming or using playground equipment, shall be entirely at that person's own risk, and the parent or guardian of any person under the age of 12 years must ensure that the minor is adequately supervised at all times while on or in any park or facility.
- 6.02 **Public Meeting:** No person shall hold a march, drill, parade, political, religious gathering, demonstration, procession, play, ceremony, concert, entertainment or other public meeting in any park or facility except when controlled and organized by the municipality or authorized by written approval from the Director.
~~except when controlled and organized by the City or as authorized by Rental Agreement in any park or facility.~~
- 6.03 **Tournaments:** No person shall use any park, sports field, court, or other park or facility grounds for tournaments, series of games or competitions until such person has paid to the City all fees and charges and/or has a rental agreement for the use of such facility.
- 6.04 **Organized Gatherings:** No person shall interfere with an organized gathering in a park or facility that is authorized by a rental agreement.
- 6.05 **Organized Sports or Activities:** No person shall interfere with an organized sport or activity in a park or facility that is authorized by a rental agreement.
- 6.06 **Bathing and Swimming:** No person shall:
- a) fail to obey the instructions of any lifeguard or other authorized City personnel while in or adjacent to any public swimming pool or natural body of water in a park or facility; or
 - b) swim, bathe or wade in waters of any fountain or ornamental pond in a park or facility.
- 6.07 **Use of Washrooms and Changing Rooms:** No person shall enter into any portion of any washroom, bathroom or changing room in a park or facility that is not aligned with their gender identity is set apart for members of the opposite sex from that person, unless that person is under the age of seven (7) and in the presence and care of a parent or guardian.
- 6.08 **Designated Areas for Participation:** No person shall take part or assist in any activity in a park or facility involving thrown or otherwise propelled objects such as pucks, balls or rings except upon designated sport surfaces and other areas set apart for these forms of recreation.

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- 6.09 **Gambling and Wagering:** No person shall, gamble or wager in a park or facility, unless authorized by a rental agreement and the event is licensed in accordance with the [Alcohol and Gaming Commission of Ontario Gaming Control Act](#).
- 6.10 **Fishing:** No person shall fish in any area of a park or facility posted to prohibit fishing [or within 2 meters of a water craft](#); and in no case shall any person fish contrary to any applicable Provincial or Federal law or regulation.
- 6.11 **Golfing:** No person shall practice golf or strike a golf ball in a park or facility.
- 6.12 **Remote-Controlled or Other Powered Devices:** No person shall operate any remote controlled or other powered device, including model versions of aircraft, [drones](#), boats, rockets, vehicles, or amusement rides in a park or facility, unless authorized by a rental agreement.
- 6.13 **Aircraft:** No person shall tether, launch or land any fixed-wing aircraft, helicopter, hot air balloon, hang glider, ultra light aircraft or similar conveyance in any park or facility, unless authorized by a rental agreement.
- 6.14 **Ice Skating:** No person shall, while on any artificial or natural ice surface located in any park or facility:
- a) skate or act in such manner as to interfere with, endanger or disrupt any other person; or
 - b) fail to obey the instructions of any skating supervisor, rink patrol or authorized City personnel [or signage](#).
- 6.15 **Skiing, Tobogganing and Sledding:** No person shall cross-country or downhill ski, toboggan, snowboard, skibob, or sled in any area of a park or facility posted to prohibit such activities.
- [6.16 **Geocaching:** No person shall engage in the storage or searching of caches.](#)

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Section 7.00: Motorized Vehicles in Parks ~~or~~ Facilities [and Trails](#)

- 7.01 **Prohibited Activity:** No person shall:
- a) instruct, teach, or coach any person in the driving or operation of a motor vehicle in any public parking area or parking space;
 - b) park, drive or operate any motor vehicle or any other vehicle in any park or facility, except in those areas designated for that use;

- c) park or leave a vehicle in designated parking areas when the park or facility is closed;
- d) operate a motor vehicle, bicycle or any other vehicle upon any part of the lands at a speed in excess of the posted speed limit;
- e) draw upon the shoreline for docking purposes any watercraft, except where docks are provided for that purpose;
- f) drive or propel a vehicle or cause to be driven or propelled in any park in such a manner as to disturb the enjoyment thereof by any person, cause injury to any person or animal or cause damage to any lawn, flower bed, tree, ground or facility in any park;
- g) maintain, repair, clean, polish or winterize any vehicle including any watercraft in any park or facility or portion thereof.
- h) park or use a recreational vehicle (RV) or travel trailer at any park or facility unless intended for that purpose as outlined in Schedule A.

~~7.02 Permitted Motorized Use within Somerville Forest~~

- ~~a) Motorized use of the trails within the Somerville Forest shall only be permitted on Trails numbers B-104, 339 and 340 or commonly referred to as the Marsh Trail, Millennium Trail, Heritage Trail and N/S Main Trail.~~
- ~~b) Permitted motorized use will be restricted to snowmobile use, ATV use and two-wheel Off Road Motorcycles.~~
- ~~e) All ATV's and Off-Road Motorcycles will meet those designations as prescribed under the Highway Traffic Act, Regulation 316/03.~~
- ~~d) All snowmobiles will be defined as a self-propelled motorized snow vehicle designed to be driven on snow.~~
- ~~e) No person shall operate a motorized vehicle without proper licensing and insurance.~~
- ~~f) No person will operate a motorized vehicle without being a member of the KATVA, OFTR or KLSC or reciprocating organization.~~
- ~~g) No person shall operate a Snowmobile, ATV or Off-Road Motorcycle in the Somerville Forest between April 1st and April 30th, inclusive.~~
- ~~h) No person shall operate a snowmobile in the Somerville Forest from April 1st to November 30th, inclusive.~~

Commented [RS4]: Delete 7.02 Permitted Motorized Use within Somerville Forest as this permitted use is captured within By-law 2007-107.

i) ~~No person shall operate an ATV or Off-Road Motorcycle in the Somerville Forest from December 1st of one year to April 30th of the following year.~~

Section 7.02, By-law 2010-062, effective April 27, 2010

Section 8.00: Enforcement and Penalties

- 8.01 **Offences:** Any person who contravenes any provision of this by-law is guilty of an offence and, upon conviction, is liable to a fine as provided in [section 61 of the Provincial Offences Act R.S.O. 1990, c.P.33, as amended from time to time or any successor thereof](#), ~~the Provincial Offences Act~~ and to any other applicable penalties.
- 8.02 **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.
- 8.03 **Exclusions and Exemptions:** This by-law shall not apply to:
- a) drivers, operators or other personnel of ambulances, police or fire department vehicles engaged in the performance of emergency duties;
 - b) employees or agents of the City while engaged in works or services undertaken for or on behalf of the City in any park or facility.
- 8.04 **Enforcement:** Any City Municipal Law Enforcement Officer, Police Officer or authorized agent appointed by the City shall enforce this by-law.
- 8.05 **Removal:** No person shall remain in a park or facility after being requested to vacate the premises and a Police Officer may remove from a park or facility any person who violates any provision of this By-Law and who has refused to leave immediately after being requested to do so by a Police Officer, the Director or a Municipal Law Enforcement Officer;
- 8.06 **Permission:** Notwithstanding any other provision of this by-law, no action or activity shall be deemed to be in contravention of this by-law if special written permission for such action or activity shall have first been sought and obtained from Council or its duly authorized representative in that regard.
- 8.07 **Inspection:** A Building Official, Municipal Law Enforcement Officer, Police Officer and any employee or agent of the City authorized to administer or enforce this by-law may enter at all times on a park or facility to ascertain whether the requirements of this by-law are being met and regulations observed.
- 8.08 **Cost Recovery:** [any cost associated for the replacement and or repair as a result of a person breaking, injuring, defacing, moving, removing, or tampering with any municipal property outlined in 5.06 b\) will be recovered](#)

at the current market value, a service fee as per the Fees by-law will be added.

a) The City may undertake immediate repairs for damages related to Section 5.06. All expenses incurred by the City for these repairs, including the restoration of City-owned lands and any other costs associated with actions authorized under this by-law, shall be payable within 30 days from the billing date specified on the invoice.

If the full amount remains unpaid after 30 days, interest may be applied at an annual rate of 15%. At the City's discretion, and subject to applicable legislation, the outstanding balance, including interest, may be added to the property's tax roll for the year in which the expenses were billed. The amount will then be collected in the same manner as property taxes.

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Section 9.00: Administration; Effective Date

9.01 **Administration of the By-law:** The Director of Community Services is responsible for the administration of this by-law.

9.02 **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 27th day of June, 2006.~~

Commented [RS5]: Date to be revised.

Mayor

Clerk

Schedule "A" to By-Law 2006-147 Designated Campgrounds

~~Park Name~~ Beach Park Trailer Park

~~Location~~ Bobcaygeon

Park Name Centennial Trailer Park

Location Kirkfield

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Committee of the Whole Report

Report Number: PR2025-004
Meeting Date: April 8, 2025
Title: Victoria Rail Trail By-Law Update
Description: Revisions to the existing By-Law 2007-107
Author and Title: Ryan Smith, Manager, Parks and Recreation

Recommendation(s):

That Report PR2025-004, **Victoria Rail Trail By-Law Update**, be received;

That a By-Law to Repeal and Replace By-Law 2007-107, being the By-Law to Regulate and Govern Trail Uses Along the Rail Trail Corridor in the City of Kawartha Lakes, be approved;

That the By-Law, substantially in the form attached as Appendix B to Report PR2025-004, be brought forward to Council for adoption; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City of Kawartha Lakes has long recognized the importance of the Victoria Rail Trail (VRT) as a key recreational and transportation asset. The existing By-Law 2007-107 was established to regulate and govern trail use, ensuring safety, accessibility, and sustainability. However, as community needs, environmental considerations, and recreational trends have evolved, it has become necessary to update the By-Law to reflect current best practices and address emerging challenges.

In 2022, the City undertook a comprehensive Trails Master Plan Update to assess the current state of trail infrastructure, usage patterns, and public expectations. The plan outlined strategic recommendations to enhance trail connectivity, safety, and user experience while promoting responsible and sustainable trail use. Among its findings, the Trails Master Plan Update identified the need for revisions to By-Law 2007-107 to better align with the City's long-term vision for trail development and management. Recommendations contained within the Trails Master Plan Update have also been incorporated into the bylaw. Since the By-Law was created, numerous revisions were adopted. There is now a need to incorporate additional updates, and this report identifies the updates required.

Rationale:

The proposed updates to By-Law 2007-107 are essential to ensuring that the Victoria Rail Trail (VRT) continues to meet the evolving needs of the community while aligning with the City of Kawartha Lakes' long-term strategic goals for trail management. The existing By-Law, enacted in 2007, does not fully reflect current best practices in trail governance, emerging recreational trends, or modern accessibility and environmental standards.

The Trails Master Plan Update identified several key areas where improvements are needed to enhance the safety, sustainability, and functionality of the VRT. These include clearer trail use designations to minimize conflicts between different user groups, updated enforcement measures to improve safety and compliance, and enhanced environmental protections to preserve the natural surroundings. Additionally, accessibility improvements will ensure that the VRT remains an inclusive public asset that can be enjoyed by individuals of all abilities.

By updating the By-Law, the City will reinforce its commitment to responsible trail stewardship, improve user experiences, and enhance the long-term viability of this

critical recreational and transportation corridor. The recommended changes will provide a clearer regulatory framework for enforcement, maintenance, and permitted uses, ultimately fostering a safe, well-maintained, and accessible trail system for residents and visitors alike.

Other Alternatives Considered:

Council could choose to reject the proposed revisions and retain the existing By-Law.

Alignment to Strategic Priorities

The 2025 Parks and Facilities Bylaw Update report aligns with the following strategic priorities within the 2020-2023 Kawartha Lakes Strategic Plan:

Healthy Environment-by encouraging active recreation

An Exceptional Quality of Life-by improving the health and well-being of residents

Good Government-by ensuring municipal assets are well maintained and managed.

Financial/Operation Impacts:

There is no direct financial impact because of the recommendations within this report.

Consultations:

Manager, Municipal Law Enforcement and Licensing

Supervisor, Trails and Cemetery Operations

Attachments:

Appendix A – Original By-Law 2007-107 with track changes



2007-107
Consolidated Trails By

Appendix B – By-Law to Repeal and Replace By-Law 2007-107 – amended version



2007-107
Consolidated Trails By

Department Head email: jjohnson@kawarthalakes.ca

Department Head: Jenn Johnson

The Corporation of the City of Kawartha Lakes

By-Law 2007 - 107

A By-Law to Regulate ~~the and~~ Governance of all Trail Use in the City of Kawartha Lakes. ~~Trail Uses Along the Victoria Rail Trail Corridor in the City Of Kawartha Lakes~~

Recitals

1. The Municipal Act, 2001, Section 10 states that a single tier municipality may pass By-laws with respect to the culture, parks, recreation & heritage sphere of jurisdiction.
2. Municipally owned trails are either components of traditional area parks or form linear park spaces.
3. ~~With the passing of the City of Kawartha Lakes Trails Master Plan Update, the Council of the Corporation of the City of Kawartha Lakes considers it appropriated to pass such a by-law to regulate and govern trail use along for all municipally owned Trail systems linkages. The Council of the Corporation of the City of Kawartha Lakes considers it appropriate to pass such a by-law to regulate and govern trail use along the Victoria Rail Trail Corridor in the City of Kawartha Lakes.~~

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2007-107.

Section 1.00: Definitions and Interpretation

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

“Active Use Trail” means a trail designed to be used for various forms of non motorized recreational transportation activities such as walking, running, cycling, also including accessible mobility aids, as defined in the 2024 Trails Master Plan Update.

“ATV” or “All Terrain Vehicle” means those vehicles designated as All Terrain Vehicles under the Highway Traffic Act, Regulation 316/03;

“Authorized Emergency Vehicle” includes police vehicles, fire apparatus and ambulances;

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes;

“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 Community Services” 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;

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“E-bike” means a bicycle equipped with an electric motor with a maximum of 500 ~~watts, watts,~~ a maximum assisted speed of 32 km/h and a maximum weight of 120 kg with working pedals for human propulsion.

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“Explorer Use Trail” means trails that are designed for various forms of motorized recreational transportation activities, as defined in the 2024 Trails Master Plan Update.

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“Municipal Law Enforcement Officer” means a person within the administration of the City who has been appointed as an officer for the purposes of the enforcement of any or all of the City’s ~~By-Laws;~~ means a person appointed by Council under the *Police Services Act* to enforce the By-laws of the City;

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“Off-Road Two-Wheeled Motorcycle” (ORM) means a two wheeled manufactured motorcycle intended for off-road use including motorcycles for dual sport applications designed for off-road use, ~~not originally equipped or certified for use on public roads,~~ travels on two wheels, has a seat designed to be straddled by the operator and has a handlebar-type steering control, and includes all-terrain two wheeled motorcycles.

2013-034, effective February 12, 2013

“Officer” means a person designated by Council in accordance with subsection 142(4) of the Municipal Act, 2001 to enforce the provision of this By-law;

“OFTR” means the Ontario Federation of Trail Riders.

2013-034, effective February 12, 2013

“ROV” or “Recreational off-highway vehicle” means those vehicles designated as recreational off-highway vehicles under the Highway Traffic Act, Regulation 316/03, often referred to as side-by-side vehicles.

By-law 2019-055 effective March 26, 2019

“Shared Use Trail” means trails that are designed for safe shared use by active modes as well as motorized trail uses such as ATV, ROV and Snowmobiles, as defined in the 2024 Trails Master Plan Update.

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“Snowmobile” means a self propelled motorized snow vehicle designed to be driven primarily on snow;

“Vehicle” includes an automobile, motorcycle, motor assisted bicycle, and any other vehicle propelled or driven otherwise than by muscular power but does not include an authorized emergency vehicle, or a motorized snow vehicle or an all terrain vehicle, as specified under the Highway Traffic Act, Regulation 316/03;

“HATVA” means the Haliburton All Terrain Vehicles Association;

“KATVA” means the Kawartha All Terrain Vehicles Association;

“KORMA” means the Kawartha Off Road Motorcycle Association;

~~“HATVA” means the Haliburton All Terrain Vehicles Association;~~

“OFSC” means the Ontario Federation of Snowmobile Clubs;

“VRTC” means the Victoria Rail Trail and Somerville Forest Tract Trails Corridor.

1.02 **Interpretation Rules:**

- (a) Wherever this By-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the By-law with the gender applicable to the circumstances.
- (b) References to items in the plural include the singular, as applicable.
- (c) 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: Acceptable Uses

2.01 No person shall use the ~~the appropriate segments of the municipal trail system –VRTC~~ for non-motorized uses (Active Use Trail and Shared Use Trail) except for hiking, jogging, walking, cycling, cross-country skiing, skateboarding, in-line skating, mobility aids, E-bikes, acceptable disabled vehicles and equestrian uses.

(2008-089, effective May 27, 2008)

2.02 No person shall operate a motorized vehicle on appropriate segments of the municipal trail system the VRTC (Shared Use Trail and Explorer Use Trail) except for Snowmobiles, ATVs All-Terrain Vehicles, ORMs, E-bikes or Recreational Off-highway Vehicles (ROVss) under 1626mm (64”) in width, subject to the following conditions:

By-law 2019-055 effective March 26, 2019

- a) No person shall operate a Snowmobile ATV, ORM Off Road Two Wheeled Motorcycle or ROV unless it is properly licensed and insured.

~~unless it is properly licensed and insured.~~

b) No person shall operate a Snowmobile without exhibiting proof of membership in the ~~OFSC~~ Ontario Federation of Snowmobile Clubs.

~~c) No person shall operate an ATV or ROV unless it is properly licensed and insured.~~

~~By-law 2019-055 effective March 26, 2019~~

~~cd)~~ No person shall operate an ATV, ~~ORMff~~ Road Two Wheeled Motorcycle or ROV without exhibiting proof of permit or membership in the KATVA, OFTR and/or reciprocating organization or unless such operation is for the purpose of conducting agricultural work by adjacent farm land owners with access limited to ninety (90) degree crossings.

~~By-law 2019-055 effective March 26, 2019 (2008-089, effective May 27, 2008)~~

~~e) No person shall operate a motorized vehicle on the VRTC unless it is properly licensed and insured for seasonal access to the section of trail from the Somerville 7th Concession North to the City of Kawartha Lakes-Haliburton boundary, for the purpose of forest access and large game extraction during the legal hunting season as defined by the Government of Ontario, Ministry of Natural Resources Annual Seasonal Deer and Moose Hunting Regulations.~~

~~(2011-233, effective November 8, 2011)~~

~~d) No person shall operate a properly licenced and insured ATV or ROV without exhibiting proof of membership with KATVA unless such operation is for seasonal access to the section of trail from the Somerville 7th Concession North to the City of Kawartha Lakes-Haliburton boundary, for the purpose of forest access and large game extraction during the legal hunting season as defined by the Ministry of Natural Resources and Forestry MNR for seasonal deer and moose hunting.~~

~~e) No pPerson shall operate an ATV with a passenger unless the ATV was specifically manufactured to permit multiple riders.~~

~~f) No person shall operate an Off-Road Two-Wheeled Motorcycle unless it is properly licensed and insured.~~

~~2013-034, effective February 12, 2013~~

~~f) Any person operating or a passenger on an ATV, ROV, or ORMff- Road Two Wheeled Motorcycle must wear a helmet as regulated under the Highway Traffic Act. Section 104.~~

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~~g) No person shall operate an Off-Road Two-Wheeled Motorcycle without exhibiting proof of membership on the Ontario Federation of Trail Riders.~~

~~2013-034, effective February 12, 2013~~

~~hg) No person shall operate an ATV, ROV or ORMff-Road Two-Wheeled Motorcycle under the age of 12.~~

~~By-law 2019-055 effective March 26, 2019~~

i) **Any** person operating an ATV, ROV or ORMff-Road Two-Wheeled Motorcycle between the ages of 12 and 16 must be under the direct supervision of an adult.

By-law 2019-055 effective March 26, 2019

j) All passengers on an ATV, ROV or ORMff-Road Two-Wheeled Motorcycle cannot be under the age of 8.

By-law 2019-055 effective March 26, 2019

k) All operators and passengers in an ROV must wear a seat belt, and use foot rests where applicable.

By-law 2019-055 effective March 26, 2019

~~l) No person shall encroach upon or take possession of any part of a trail or trail allowance by any means whatsoever, including, without limitation, by planting, by constructing, installing, storing or maintaining of a fence, gate, building, dock, vegetation, tree, shrub or other fixture, tree, shrub, plant or chattel in or upon the park or facility, unless authorized by written approval from the City.~~

~~m) utilize motorized vehicles along sections of municipal trail that are identified as active use *as per the Trails Master Plan Update) of where restrictions have been identified as per Bylaw 2007-107~~

~~n) Motorized use of trails within the Somerville Forest Tract are to be consistent with the appropriate trail designations and directions as identified in Bylaw 2007-107 and the Trails Master Plan Update.~~

2.03 All other motorized use is restricted to Corporation of the City of Kawartha Lakes vehicles for the purpose of enforcement of this by-law and providing trail maintenance and repair and/or for authorized emergency vehicles and other vehicles belonging to registered organizations and authorized by the City of Kawartha Lakes.

Section 3: Permitted Motorized Use within Somerville Forest Tract

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- a) Motorized use of the trails within the Somerville Forest Tract shall only be permitted on Trails numbers B-104, 339 and 340 or commonly referred to as the Marsh Trail, Millennium Trail, Maconachie Trail, Boiler Trail, Mud Run Trail, OFTR Single Track and Somerville Trails.
- b) Permitted motorized use will be restricted to ~~S~~nowmobiles use, ATVs, ROVs use and ~~two-wheel-ORMs~~ff Road Motorcycles.
- c) All ATV's, ROV's and ~~ORMs~~ff Road Motorcycles will meet those designations as prescribed under the Highway Traffic Act, Regulation 316/03.
- d) No person shall operate an ATV, ROV, ORM or Snowmobile without proper licensing and insurance.
- e) No person will operate a motorized vehicle without permit or being a member of the KATVA, OFTR or OFSC- or reciprocating organization.
- f) No person shall operate a Snowmobile, ATV, ROV or ~~ORM~~ff Road Motorcycle in the Somerville Forest Tract between April 1st and April 30th, inclusive.
- g) No person shall operate a ~~s~~Snowmobile in the Somerville Forest Tract from April 1st to November 30th, inclusive.
- h) No person shall operate an ATV, ROV or ORM in the Somerville Forest Tract from December 1st of one year to April 30th of the following year.

Section 7.02, By-law 2010-062, effective April 27, 2010

~~2.03 All other motorized use is restricted to Corporation of the City of Kawartha Lakes vehicles for the purpose of enforcement of this by-law and providing trail maintenance and repair and/or for authorized emergency vehicles and other vehicles belonging to registered organizations and authorized by the City of Kawartha Lakes.~~

Section ~~43~~.00: Uses Prohibited in Certain Areas

~~43~~.01 No person shall operate an ATV ~~or ROV~~ on the following sections of the VRT~~C~~:

By-law 2019-055 effective March 26, 2019

- a) Between Logie Street in Lindsay, North to Thunder Bridge Road;

~~43~~.02 No person shall operate an ~~ORM~~ ff Road ~~Two-Wheeled Motorcycle~~ on the following sections of the VRT~~C~~:

- a) South of ~~the Superior Road- Trailhead Concession 7 at Burnt River~~

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~~43.03~~ No person shall operate an ROV on the following sections of the VRTC:

- a) South of Northline Road

By-law 2019-089 effective May 21, 2019

Section ~~54.00~~: Road Route Access (ATV Only)

By-law 2019-055 effective March 26, 2019

~~54.01~~ Fenelon Falls – North to South Road Access Route

VRTC to Garnett Graham Park, east on Francis Street to Colborne Street, south on Colborne Street to Lindsay Street, East on Elliot Street and South on Murray Street to VRTC.

~~54.02~~ Fenelon Falls – South to North Road Access Route

VRTC, North on Murray Street, West on Elliot Street to Lindsay Street, north on Lindsay Street to Colborne Street, west on Francis Street to Garnett Graham Park to VRTC.

~~5.03~~ Any other road route access to the VRT for ATV and ROV use refer to Bylaw 2019-077 and Bylaw 2022-032.

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~~54.034~~ All road use will be governed by the Highway Traffic Act, R.S.O.1990, c.H.8.

Section ~~65.00~~: Season of Use Restrictions

~~65.01~~ No person shall operate a Snowmobile, -ATV, ROV or ~~ORM# Road Two-Wheeled Motorcycle~~ on ~~municipal trails linkages~~ the VRTC between April 1 and April 30, inclusive.

By-law 2019-055 effective March 26, 2019 ~~2013-034, effective February 12, 2013~~

~~65.02~~ No person shall operate a ~~S~~ snowmobile on ~~municipal trails linkages~~ the VRTC from April 1st to November 30th.

~~65.03~~ No person shall operate an ATV, ROV or ~~ORM# Road Two-Wheeled Motorcycle~~ on ~~the municipal trails linkages~~ VRTC from December 1st of one year to April 30th of the following year.

~~6.04~~ No person shall operate an ATV, ROV or ORM on the Millennium Trail from December 1st of one year to June 1 of the following year.

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By-law 2019-055 effective March 26, 2019 ~~2013-034, effective February 12, 2013~~

~~65.0654~~ **Delegation of Authority for Trail Closure:** The Director may impose any conditions, extensions, restrictions considered reasonable for the seasonal use of City trails, relating to the protection of persons from injury and property from damage. Such conditions, extensions,

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restrictions may be due to but not limited to weather or scheduled maintenance or improvements.

2014-142, effective April 22, 2014

Section 76.00: General Provisions

~~76.01~~ No person shall use ~~municipal trails linkages the VRTC~~, including road access, between the hours of 9:30-~~pmPM~~ and 7:00-~~amAM~~, unless by special permit.

~~76.02~~ No person operating a Snowmobile, ATV, ROV or ~~ORM# Road Two-Wheeled Motorcycle~~ on ~~municipal trails linkages the VRTC~~ shall exceed a maximum speed of 50km per hour, unless otherwise posted.
~~By-law 2019-055 effective March 26, 2019 2013-034, effective February 12, 2013~~

~~76.03~~ All use of ~~municipal trails linkages the VRTC~~ is limited to a maximum speed of 20km per hour through the urban areas of Bethany, Fenelon Falls, Burnt River, ~~and~~ Kinmount ~~and Lindsay~~. Specifically:

- a) No person shall exceed 20km per hour on the VRTC from Twigg Road to Weston Road in Bethany;
- b) No person shall exceed 20km per hour on the VRTC from West Street South to Northline Road in Fenelon Falls;
- c) No person shall exceed 20km per hour on the VRTC through the community of Burnt River, ~~as posted~~;
- d) No person shall exceed 20km per hour on the VRTC from ~~Austin Sawmill~~/Heritage Park to the boundary between the City of Kawartha Lakes and Haliburton County ~~in near~~ Kinmount.

~~e) No person shall exceed 20km per hour on the VRTC from Thunder Bridge Road and William Street North in Lindsay;~~

~~f) No person shall exceed 20km per hour on the VRTC from King Street to Golden Mile Road in Lindsay;~~

~~7.04~~ No person shall operate a Snowmobile, ATV, ROV or ORM on ~~municipal trails linkages or in the Somerville Forest Tract in a manner that results in environmental damage or destruction of natural areas.~~

~~6.04~~ ~~7.05~~ No person using ~~municipal trails linkages the VRTC~~ shall fail to obey a regulatory sign.

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By-law 2023-127 effective July 25, 2023

~~6-05~~ ~~7.06~~ KATVA, OFTR and ~~OFSC~~ ~~KLSC~~ shall through it's volunteers assist with the maintenance, repair, ~~and assist with~~ brush trimming on municipal trails linkages the VRTC, in consultation with the City of Kawartha Lakes requirements, guidance and approval.

By-law 2019-055 effective March 26, 2019

~~6-06~~ ~~7.07~~ KATVA ~~and~~ OFTR ~~and~~ ~~KLSC~~ shall ~~under instruction and in cooperation with KATVA~~ apply media for dust control in areas where residence exist in consultation with the City of Kawartha Lakes requirements, guidance and approval.

By-law 2019-055 effective March 26, 2019

~~6.07~~ ~~KATVA shall be part of a City of Kawartha Lakes' Trail Committee to work with other groups in a cooperative fashion to promote safety and enhancements to the VRTC.~~

~~6-08~~ ~~7.08~~ KATVA, ~~and~~ OFTR ~~and~~ OFSC shall take steps to educate and police respective association ~~their its~~ members in order to ~~insure~~ ensure that conduct on the trail and roadways meet both the spirit and content of the by-law.

By-law 2019-055 effective March 26, 2019

~~7.098~~ The City maintains the right to undertake further review or to revoke privileges of KATVA , OFTR and OFSC or any other organization should non-compliance of any of the conditions as set out in this by-law exist.

(2008-089, effective May 27/08)
2013-034, effective February 12, 2013

Section ~~87.00~~: Enforcement and Penalties

~~87.01~~ **Enforcement:** This By-law may be enforced by every municipal law enforcement officer and police officer.

~~87.02~~ **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.

~~87.03~~ **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* and to any other applicable penalty.

~~87.04~~ **Multiple Offences:** The conviction of a person for the contravention of any provision of this By-law shall not operate as a bar to a prosecution against the same person for any subsequent or continued contravention of this By-law.

~~87.05~~ **Court Order:** If this By-law is contravened and a conviction entered, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

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Section 98.00: Administration and Effective Date

98.01 **Administration of the By-law:** The Director of Community Services is responsible for the administration of this By-law.

98.02 **Effective Date:** This By-law shall come into force on the date of passage.

By-law read a first, second and third time, and finally passed, this ~~10th day of April, 2007.~~

Mayor

Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2025-____

A By-Law to Repeal and Replace By-Law 2007-107, being a By-Law to Regulate the Governance of all Trail Use in the City of Kawartha Lakes

Recitals

1. The Municipal Act, 2001, Section 10 states that a single tier municipality may pass By-laws with respect to the culture, parks, recreation & heritage sphere of jurisdiction.
2. Municipally owned trails are either components of traditional area parks or form linear park spaces.
3. With the passing of the City of Kawartha Lakes Trails Master Plan Update, the Council of the Corporation of the City of Kawartha Lakes considers it appropriate to pass such a by-law to regulate and govern trail use along all municipally owned trail systems.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2025-____.

Section 1.00: Definitions and Interpretation

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

“Active Use Trail” means a trail designed to be used for various forms of non motorized recreational transportation activities such as walking, running, cycling, also including accessible mobility aids, as defined in the 2024 Trails Master Plan Update.

“ATV” or “All Terrain Vehicle” means those vehicles designated as All Terrain Vehicles under the Highway Traffic Act, Regulation 316/03.

“Authorized Emergency Vehicle” includes police vehicles, fire apparatus and ambulances.

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes.

“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 Community Services” 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.

“E-bike” means a bicycle equipped with an electric motor with a maximum of 500 watts, a maximum assisted speed of 32 km/h and a maximum weight of 120 kg with working pedals for human propulsion.

“Explorer Use Trail” means trails that are designed for various forms of motorized recreational transportation activities, as defined in the 2024 Trails Master Plan Update.

“Municipal Law Enforcement Officer” means a person within the administration of the City who has appointed as an officer for the purposes of the enforcement of any or all of the City’s By-Laws.

“Off-Road Two-Wheeled Motorcycle” (ORM) means a two wheeled manufactured motorcycle intended for off-road use including motorcycles for dual sport applications designed for off-road use, travels on two wheels, has a seat designed to be straddled by the operator and has a handlebar-type steering control, and includes all-terrain two wheeled motorcycles.

“Officer” means a person designated by Council in accordance with subsection 142(4) of the Municipal Act, 2001 to enforce the provision of this By-law.

“OFTR” means the Ontario Federation of Trail Riders.

“ROV” or “Recreational off-highway vehicle” means those vehicles designated as recreational off-highway vehicles under the Highway Traffic Act, Regulation 316/03, often referred to as side-by-side vehicles.

“Shared Use Trail” means trails that are designed for safe shared use by active modes as well as motorized trail uses such as ATV, ROV and Snowmobiles, as defined in the 2024 Trails Master Plan Update.

“Snowmobile” means a self propelled motorized snow vehicle designed to be driven primarily on snow.

“Vehicle” includes an automobile, motorcycle, motor assisted bicycle, and any other vehicle propelled or driven otherwise than by muscular power but does not include an authorized emergency vehicle, or a motorized snow vehicle or an all terrain vehicle, as specified under the Highway Traffic Act, Regulation 316/03.

“HATVA” means the Haliburton All Terrain Vehicles Association.

“KATVA” means the Kawartha All Terrain Vehicles Association.

“KORMA” means the Kawartha Off Road Motorcycle Association.

“OFSC” means the Ontario Federation of Snowmobile Clubs.

“VRT” means the Victoria Rail Trail and Somerville Forest Tract Trails.

1.02 Interpretation Rules:

- (a) Wherever this By-law refers to a person or thing with reference to gender or the gender neutral, the intention is to read the By-law with the gender applicable to the circumstances.
- (b) References to items in the plural include the singular, as applicable.
- (c) 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: Acceptable Uses

2.01 No person shall use the appropriate segments of the municipal trail system for non-motorized uses (Active Use Trail and Shared Use Trail) except for hiking, jogging, walking, cycling, cross-country skiing, skateboarding, in-line skating, mobility aids, E-bikes, and equestrian uses.

2.02 No person shall operate a motorized vehicle on appropriate segments of the municipal trail system (Shared Use Trail and Explorer Use Trail) except for Snowmobiles, ATVs, ORMs, E-bikes or ROVs under 1626mm (64”) in width, subject to the following conditions:

- a) No person shall operate a Snowmobile ATV, ORM or ROV unless it is properly licensed and insured.
- b) No person shall operate a Snowmobile without exhibiting proof of membership in the OFSC.
- c) No person shall operate an ATV, ORM or ROV without exhibiting proof of permit or membership in the KATVA, OFTR and/or reciprocating organization or unless such operation is for the purpose of conducting agricultural work by adjacent farm land owners with access limited to ninety (90) degree crossings.
- d) No person shall operate a properly licenced and insured ATV or ROV without exhibiting proof of membership with KATVA unless such operation is for seasonal access to the section of trail from the Somerville 7th Concession North to the City of Kawartha Lakes-Haliburton boundary, for the purpose of forest access and large game extraction during the legal hunting season as defined by the Ministry of Natural Resources and Forestry MNR for seasonal deer and moose hunting.

- e) No person shall operate an ATV with a passenger unless the ATV was specifically manufactured to permit multiple riders.
 - f) Any person operating or a passenger on an ATV, ROV, or ORM must wear a helmet as regulated under the Highway Traffic Act. Section 104.
 - g) No person shall operate an ATV, ROV or ORM under the age of 12.
 - i) Any person operating an ATV, ROV or ORM between the ages of 12 and 16 must be under the direct supervision of an adult.
 - j) All passengers on an ATV, ROV or ORM cannot be under the age of 8.
 - k) All operators and passengers in an ROV must wear a seat belt, and use foot rests where applicable.
 - l) No person shall encroach upon or take possession of any part of a trail or trail allowance by any means whatsoever, including, without limitation, by planting, constructing, installing, storing or maintaining of a fence, gate, building, dock, vegetation, tree, shrub or other fixture, tree, shrub, plant or chattel, unless authorized by written approval from the City.
- 2.03 All other motorized use is restricted to Corporation of the City of Kawartha Lakes vehicles for the purpose of enforcement of this by-law and providing trail maintenance and repair and/or for authorized emergency vehicles and other vehicles belonging to registered organizations and authorized by the City of Kawartha Lakes.

Section 3.00: Permitted Motorized Use within Somerville Forest Tract

- a) Motorized use of the trails within the Somerville Forest Tract shall only be permitted on Trails numbers B-104, 339 and 340 or commonly referred to as the Marsh Trail, Millennium Trail, Maconachie Trail, Boiler Trail, Mud Run Trail, OFTR Single Track and Somerville Trails.
- b) Permitted motorized use will be restricted to Snowmobiles , ATVs, ROVs and ORMs.
- c) All ATVs, ROVs and ORMs will meet those designations as prescribed under the Highway Traffic Act, Regulation 316/03.
- d) No person shall operate an ATV, ROV, ORM or Snowmobile without proper licensing and insurance.

- e) No person will operate a motorized vehicle without permit or being a member of the KATVA, OFTR or OFSC or reciprocating organization.
- f) No person shall operate a Snowmobile, ATV, ROV or ORM in the Somerville Forest Tract between April 1 and April 30^t, inclusive.
- g) No person shall operate a Snowmobile in the Somerville Forest Tract from April 1 to November 30, inclusive.
- h) No person shall operate an ATV, ROV or ORM in the Somerville Forest Tract from December 1 of one year to April 30 of the following year.

Section 4.00: Uses Prohibited in Certain Areas

- 4.01 No person shall operate an ATV on the following sections of the VRT:
 - a) Between Logie Street in Lindsay, North to Thunder Bridge Road;
- 4.02 No person shall operate an ORM on the following sections of the VRT:
 - a) South of the Superior Road Trailhead
- 4.03 No person shall operate an ROV on the following sections of the VRT:
 - a) South of Northline Road

Section 5.00: Road Route Access (ATV Only)

- 5.01 Fenelon Falls – North to South Road Access Route
VRTC to Garnett Graham Park, east on Francis Street to Colborne Street, south on Colborne Street to Lindsay Street, East on Elliot Street and South on Murray Street to VRTC.
- 5.02 Fenelon Falls – South to North Road Access Route
VRTC, North on Murray Street, West on Elliot Street to Lindsay Street, north on Lindsay Street to Colborne Street, west on Francis Street to Garnett Graham Park to VRTC.
- 5.03 Any other road route access to the VRT for ATV and ROV use refer to Bylaw 2019-077 and Bylaw 2022-032.
- 5.04 All road use will be governed by the Highway Traffic Act, R.S.O.1990, c.H.8.

Section 6.00: Season of Use Restrictions

- 6.01 No person shall operate a Snowmobile, ATV, ROV or ORM on municipal trails between April 1 and April 30, inclusive.

- 6.02 No person shall operate a Snowmobile on municipal trails from April 1 to November 30.
- 6.03 No person shall operate an ATV, ROV or ORM on municipal trails from December 1 of one year to April 30 of the following year.
- 6.04 No person shall operate an ATV, ROV or ORM on the Millennium Trail from December 1 of one year to June 1 of the following year.
- 6.06 **Delegation of Authority for Trail Closure:** The Director may impose any conditions, extensions, restrictions considered reasonable for the seasonal use of City trails, relating to the protection of persons from injury and property from damage. Such conditions, extensions, restrictions may be due to but not limited to weather or scheduled maintenance or improvements.

Section 7.00: General Provisions

- 7.01 No person shall use municipal trails, including road access, between the hours of 9:30pm and 7:00am, unless by special permit.
- 7.02 No person operating a Snowmobile, ATV, ROV or ORM on municipal trails shall exceed a maximum speed of 50km per hour, unless otherwise posted.
- 7.03 All use of municipal trails is limited to a maximum speed of 20km per hour through the urban areas of Bethany, Fenelon Falls, Burnt River, Kinmount and Lindsay. Specifically:
- a) No person shall exceed 20km per hour on the VRT from Twigg Road to Weston Road in Bethany;
 - b) No person shall exceed 20km per hour on the VRT from West Street South to Northline Road in Fenelon Falls;
 - c) No person shall exceed 20km per hour on the VRT through the community of Burnt River;
 - d) No person shall exceed 20km per hour on the VRT from Austin Sawmill/Heritage Park to the boundary between the City of Kawartha Lakes and Haliburton County in Kinmount.
 - e) No person shall exceed 20km per hour on the VRT from Thunder Bridge Road and William Street North in Lindsay;
 - f) No person shall exceed 20km per hour on the VRT from King Street to Golden Mile Road in Lindsay;
- 7.04 No person shall operate a Snowmobile, ATV, ROV or ORM on municipal trails or in the Somerville Forest Tract in a manner that results in environmental damage or destruction of natural areas.

- 7.05 No person using municipal trails shall fail to obey a regulatory sign.
- 7.06 KATVA, OFTR and OFSC shall through its volunteers assist with the maintenance, repair, and brush trimming on municipal trails, in consultation with the City of Kawartha Lakes requirements, guidance and approval.
- 7.07 KATVA and OFTR shall apply media for dust control in areas where residence exist in consultation with the City of Kawartha Lakes requirements, guidance and approval.
- 7.08 KATVA, OFTR and OFSC shall take steps to educate and police respective association members in order to ensure that conduct on the trail and roadways meet both the spirit and content of the by-law.
- 7.09 The City maintains the right to undertake further review or to revoke privileges of KATVA, OFTR and OFSC or any other organization should non-compliance of any of the conditions as set out in this by-law exist.

Section 8.00: Enforcement and Penalties

- 8.01 **Enforcement:** This By-law may be enforced by every municipal law enforcement officer and police officer.
- 8.02 **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.
- 8.03 **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* and to any other applicable penalty.
- 8.04 **Multiple Offences:** The conviction of a person for the contravention of any provision of this By-law shall not operate as a bar to a prosecution against the same person for any subsequent or continued contravention of this By-law.
- 8.05 **Court Order:** If this By-law is contravened and a conviction entered, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may, in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

Section 9.00: Administration and Effective Date

- 9.01 **Administration of the By-law:** The Director of Community Services is responsible for the administration of this By-law.
- 9.02 **Repeals:** By-Laws 2007-107, 2008-089, 2011-233, 2013-034, 2014-142, 2019-055, 2019-089 and 2023-127 are hereby repealed.

9.03 **Effective Date:** This By-law shall come into force on the date of passage.

By-law read a first, second and third time, and finally passed, this 22nd day of April, 2025.

Doug Elmslie, Mayor

Cathie Ritchie, Clerk



Committee of the Whole Report

Report Number:	ED2025-002
Meeting Date:	April 8, 2025
Title:	2024 Kawartha Lakes Business Count
Description:	A summary of the 2024 Kawartha Lakes Business Count survey and Insight Report
Author and Title:	Rebecca Mustard, Manager, Economic Development

Recommendations:

That Report ED2025-002, **2024 Kawartha Lakes Business Count**, be received; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The Kawartha Lakes Business Count project was launched in 2021. The project was initiated to provide the municipality with in-depth information to understand and strengthen the local economy, and inform policies and programs. The objectives of the project are to:

Provide a snapshot of the Kawartha Lakes economy

Provide enhanced regional employment and workforce data

Assist in making informed decisions related to job and economic growth

Enhance communication channels between businesses and the municipality

This project is led by the City of Kawartha Lakes in partnership with the Bobcaygeon & Area Chamber of Commerce, Coboconk, Norland & Area Chamber of Commerce, Fenelon Falls & District Chamber of Commerce, Lindsay & District Chamber of Commerce, and the Lindsay Downtown BIA (LDBIA).

This report provides an overview of 2024 Kawartha Lakes Business Count project and Insight Report.

Rationale:

The 2024 Kawartha Lakes Business Count surveyed businesses and employment properties in downtowns and industrial areas of Lindsay, Bobcaygeon, Fenelon Falls, Pontypool and Coboconk-Norland. This year the survey area expanded to include significant commercial sections of Lindsay Street and Kent Street in Lindsay.

The survey was conducted between June and August 2024 by a team of Summer Students from the City of Kawartha Lakes, local Chambers of Commerce, and the LDBIA. The survey was delivered in-person, by phone, and online by methodically going door-to-door to each property in the survey areas gathering information wherever possible. The survey was also available online for all business in Kawartha Lakes to complete.

The survey process has become an important outreach program for the City and partner organizations. As surveyors visit businesses door-to-door they are able to

respond directly to questions and concerns. Any issues that are not able to be addressed immediately are shared with the Economic Development team for follow up.

The Insight Report is a graphically presented analysis of the Business Count data for the purpose of sharing survey results. The Insight Report presents data by geographic areas where sufficient data has been collected to maintain confidentiality of the participating businesses and employment properties. In 2024, these areas are; Kawartha Lakes, Lindsay, Downtown Lindsay, Fenelon Falls, Bobcaygeon and Coboconk. New to the survey data analysis in 2024, is a section of analysis by four industry groups: Arts, Culture and Hospitality; Industry and Trade; Retail; and Services. This new analysis helps to understand trends across industries in addition to geography.

Survey Highlights

A total of 762 businesses and employment properties were surveyed in the 2024 Kawartha Lakes Business Count.

Highlights reported by these businesses surveyed:

- A total of 7,186 jobs
- 2,798,732 sq. ft. floor space occupied
- 62% are independent businesses
- 48% of businesses are members of a Chamber of Commerce or the LDBIA
- 64% business plan to hire in the future
- 12% of businesses plan to expand their floor space

The 2024 Kawartha Lakes Business Count marks the fourth year of data collection in this extensive pan-industry project. The highlights provide key business insights from the surveyed areas. As the data and geographic scope of the survey become more consistent each year, these insights will increasingly reflect the broader Kawartha Lakes business community. At this point, data is not being compared year to year. However is hoped the ability to start comparing year to year will be trialed in the 2025 project.

2025 Kawartha Lakes Business Count Project

The 2025 Kawartha Lakes Business Count project will launch in Summer 2025. The project will continue to survey the same properties as previous survey years. This will support consistency in data collection, improve data quality, and contribute to the ability to compare data trends year over year. The survey will launch with a press release and a marketing campaign to encourage participation.

Other Alternatives Considered:

The 2024 Kawartha Lakes Business Count is for information only. No other alternatives have been considered.

Alignment to Strategic Priorities

The 2024 Kawartha Lakes Business Count supports the 2024-2027 Kawartha Lakes Strategic Plan priority areas:

- A Vibrant and Growing Economy
- Good Government

And the Guiding Principle: Service Excellence to “seek to understand and meet the needs of those we serve”.

Through the Kawartha Lakes Business Count project, reliable, accurate and in-depth data of the local business community provides an in-depth analysis of the Kawartha Lakes economy for informed decision-making.

Financial/Operation Impacts:

The 2024 Kawartha Lakes Business Count is included in the 2024 Operating Budget. The Economic Development Fund Policy funding program and the Summer Tourism Experience Fund program supported local Chambers of Commerce to participate in the data collection portion of the project.

Consultations:

Bobcaygeon & Area Chamber of Commerce

Coboconk, Norland & Area Chamber of Commerce

Fenelon Falls & District Chamber of Commerce

Lindsay & District Chamber of Commerce

Lindsay Downtown BIA

Attachments:

Appendix A – 2024 Kawartha Lakes Business Count Insight Report



Adobe Acrobat
Document

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director, Development Services



Table of Contents

- Introduction 3
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 - Regional Results Overview 5
 - Sector Results Overview 7
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Kawartha Lakes is committed to complying with the Accessibility for Ontarians with Disabilities Act (AODA) in order to create a barrier-free Ontario. We are committed to the four core principles of dignity, independence, integration and equal opportunity. We support the full inclusion of persons as set out in the Canadian Charter of Rights and Freedoms and the AODA. If this document is required in an alternate format, please contact accessibility@kawarthalakes.ca.



Introduction

Welcome to the 2024 Kawartha Lakes Business Count.

The Kawartha Lakes Business Count is a collaborative initiative designed to support local economic development. The survey provides a snapshot of the Kawartha Lakes business community and employment properties. The findings help to better understand the local economy, and inform policies and programs to support economic development. The project provides a unique level of detail to:

1. Provide improved regional employment and workforce data
2. Assist in making informed decisions related to job and economic growth
3. Enhance communication channels between businesses and the municipality

This project is led by the City of Kawartha Lakes in partnership with the Bobcaygeon & Area Chamber of Commerce, Coboconk, Norland & Area Chamber of Commerce, Fenelon Falls & District Chamber of Commerce, Lindsay & District Chamber of Commerce, and the Lindsay Downtown BIA (LDBIA).

Methodology

The 2024 Kawartha Lakes Business Count surveyed businesses and employment properties in downtowns and industrial areas of Lindsay, Bobcaygeon, Fenelon Falls, and Coboconk-Norland. This year the survey area expanded to include significant commercial sections of Lindsay Street and Kent Street in Lindsay.

The survey was conducted between June and August 2024 by a team of Summer Students from the City of Kawartha Lakes, local Chambers of Commerce, and the LDBIA. The survey was delivered in-person, by phone, and online by methodically going door-to-door to each property in the survey areas gathering information wherever possible. The survey was also available online for all businesses in Kawartha Lakes to complete.

The survey data was collated, analysed, and the aggregated survey findings are presented in this report. For simplicity, the 18 NAICS (North American Industry Classification Scheme) codes have collapsed into four broader industry groups.

Arts, Culture and Hospitality: Accommodation and food services (72) + Arts, entertainment and recreation (71) + Information and cultural industries (51)

Industry and Trades: Manufacturing (31-33) + Construction (23) + Transportation and warehousing (48-49) + Wholesale trade (41) + Agriculture, forestry, fishing and hunting (11) + Mining, quarrying, and oil and gas extraction (21)

Retail: Retail trade (44-45)

Services: Professional, scientific and technical services (54) + Finance and insurance (52) + Real estate and rental and leasing (53) + Administrative/support, waste/remediation (56) + Public administration (91) + Other services (except public administration) (81) + Health care and social assistance (62) + Educational services (61)

This Insight Report presents data segmented by geographic areas, including Kawartha Lakes, Lindsay, Downtown Lindsay, Fenelon Falls, Bobcaygeon, Coboconk, and Norland. It's important to note that the Downtown Lindsay revitalization area extends beyond the Lindsay DBIA boundary. For the first time this year, the report includes a summary of results with analysis across four industry groups: Arts, Culture and Hospitality; Industry and Trade; Retail; and Services. This additional industry-specific analysis is incorporated in the geographic area sections of the report where applicable.

Survey Highlights

A total of 762 businesses and employment properties were surveyed in the 2024 Kawartha Lakes Business Count. Highlights reported by these businesses surveyed:

- A total of 7,186 jobs
- 2,798,732 sq.ft. floor space occupied
- 62% are independent businesses
- 48% of businesses identified as members of a Chamber of Commerce or the Lindsay DBIA
- 64% business plan to hire in the future
- 12% of businesses plan to expand their floor space

The 2024 Kawartha Lakes Business Count marks the fourth year of data collection in this extensive pan-industry project. The highlights provide key business insights from the surveyed areas. As the data and geographic scope of the survey become more consistent each year, these insights will increasingly reflect the broader Kawartha Lakes business community.

Legend

n = number of businesses that responded



Kawartha Lakes

Regional Results Overview

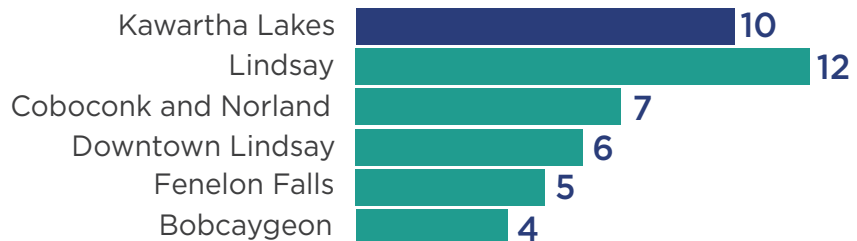


Businesses Surveyed:

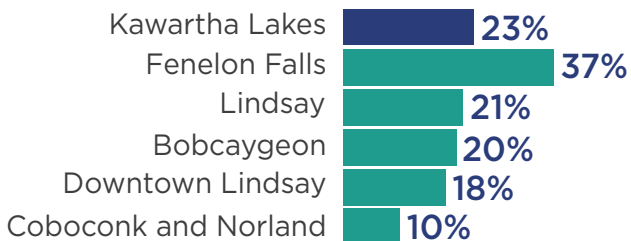
520 Lindsay	24 Omemee
96 Fenelon Falls	7 Pontypool
79 Bobcaygeon	5 Norland
29 Coboconk	2 Other



Average Number of Employees:



Businesses Importing:

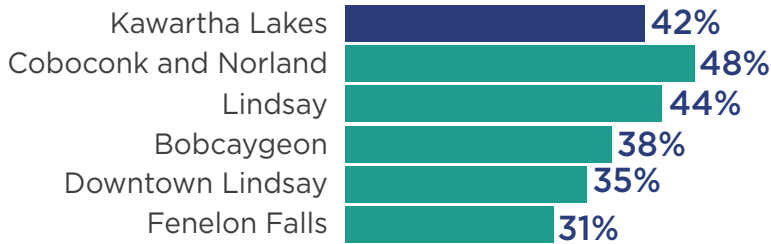


Businesses Exporting:

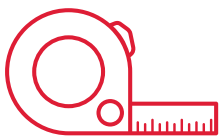
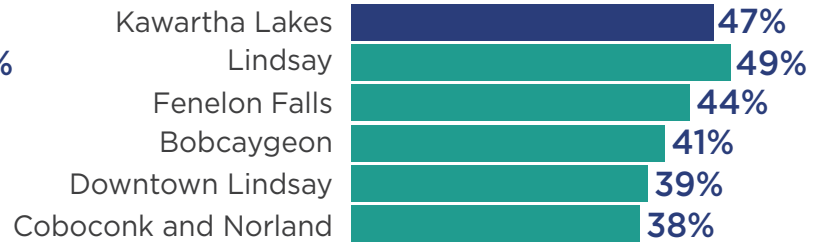




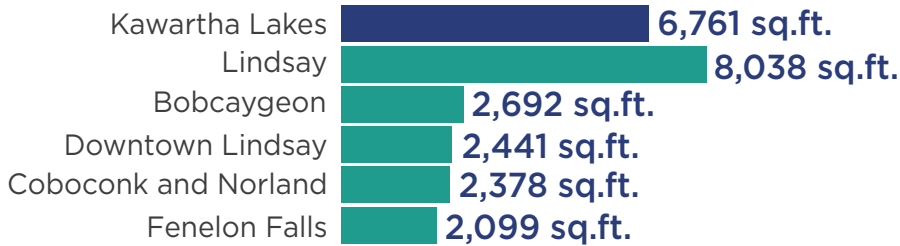
Experiencing a Skills Shortage:



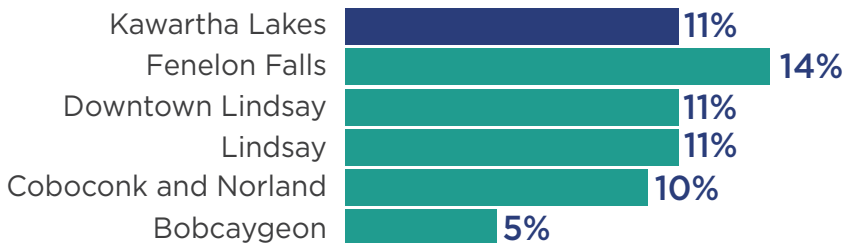
Businesses Hiring:



Average Square Feet (sq.ft.):



Expanding Floor Space:



Sector Results Overview

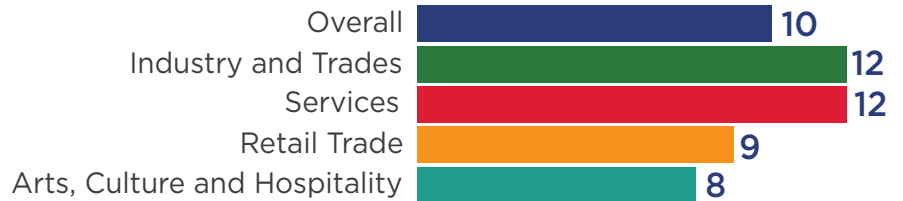


Businesses Surveyed:

- 246 Services
- 229 Retail Trade
- 131 Arts, Culture and Hospitality
- 87 Industry and Trades



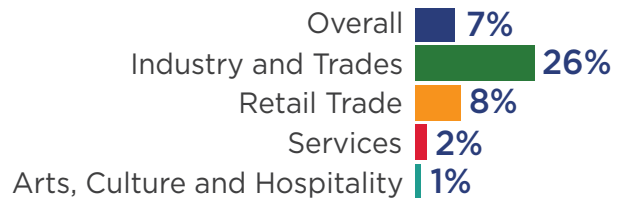
Average Number of Employees:



Businesses Importing:



Businesses Exporting:

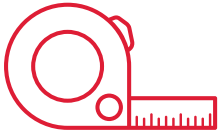


Experiencing a Skills Shortage:

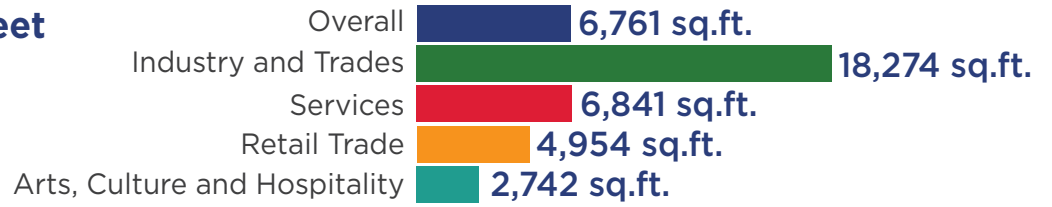


Businesses Hiring:

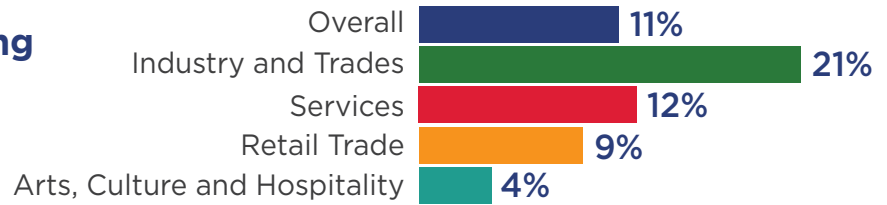




Average Square Feet (sq.ft.):



Expanding Floor Space:

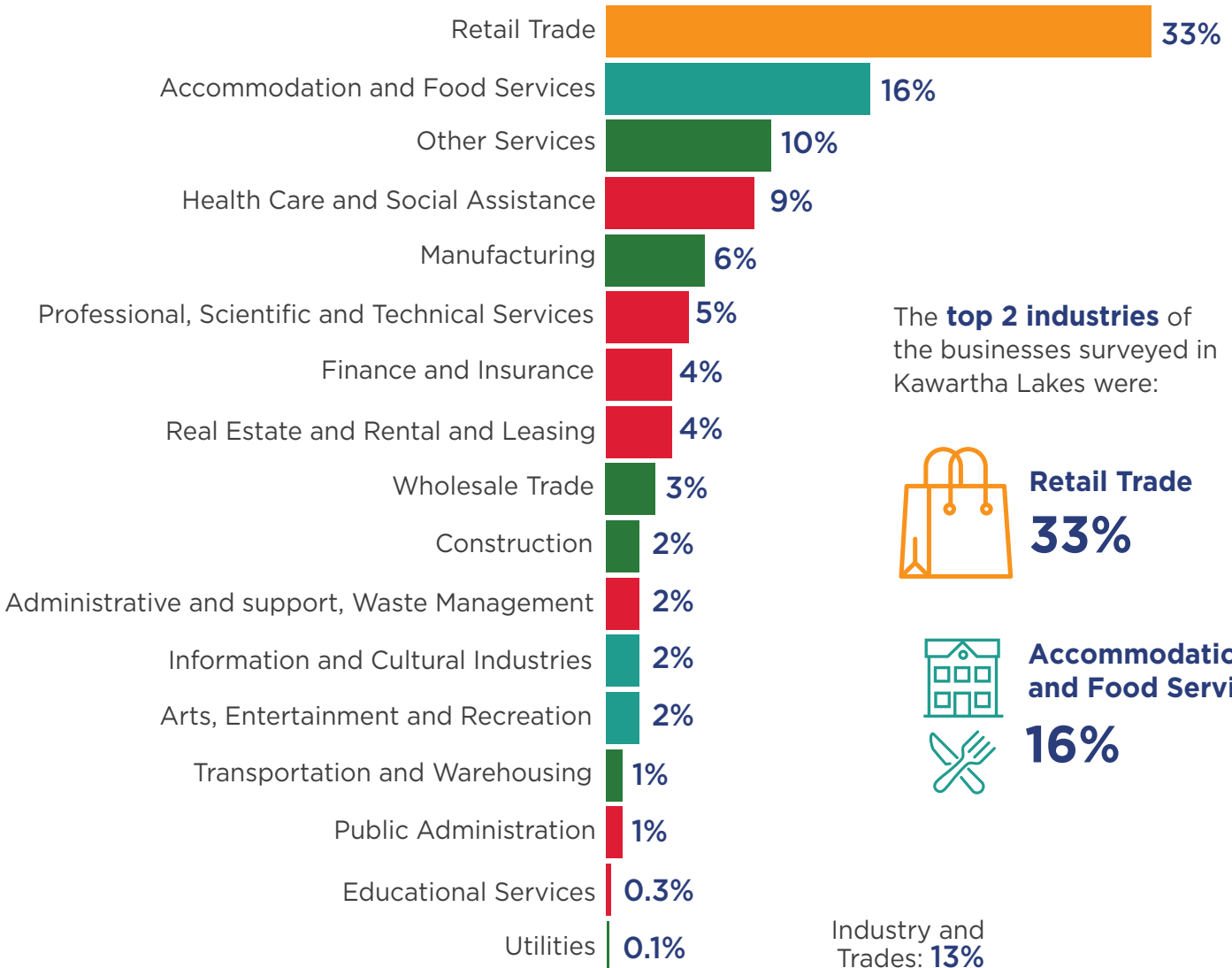


Industries Surveyed



693 businesses in Kawartha Lakes participated in the survey.

Legend: ■ Arts, Culture and Hospitality ■ Industry and Trades ■ Retail Trade ■ Services



The **top 2 industries** of the businesses surveyed in Kawartha Lakes were:

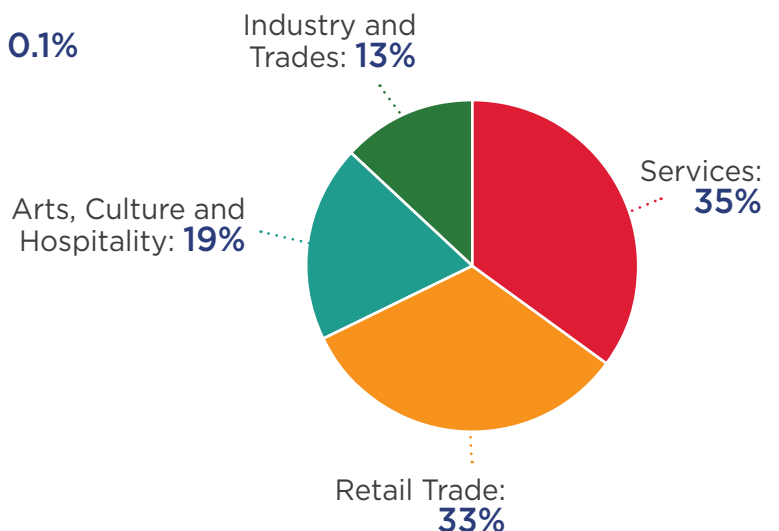


Retail Trade
33%



Accommodation and Food Services
16%

Overall Industries Surveyed:



About the Businesses



Head Office Location:

60% of businesses reported that this location was their head office. (n=443)



Chamber of Commerce and/or Business Improvement Association (BIA) Membership:

48% of businesses reported that they were members of a Chamber of Commerce and/or Lindsay BIA. (n=443)

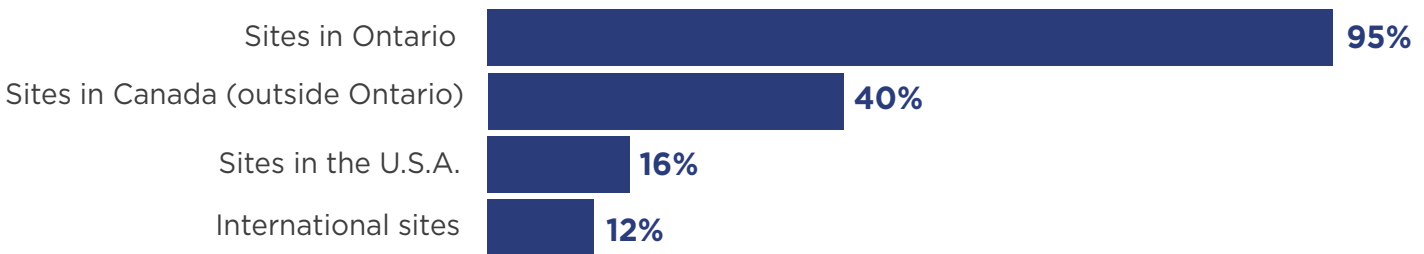


Business Locations:

47% of businesses also have sites **outside of the region** (n=452)

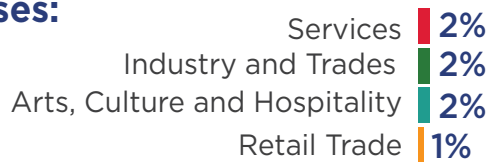


Location of sites outside of the region: (n=212)



Home-based Businesses:

2% of businesses are **home-based** businesses (n=762)





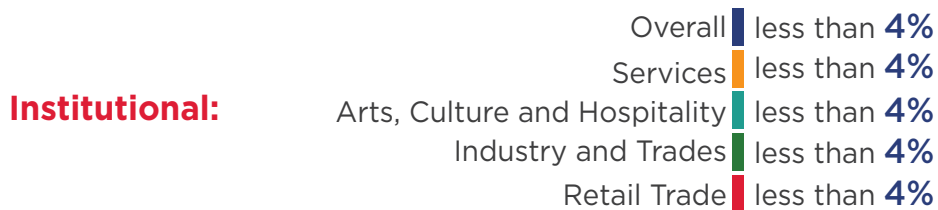
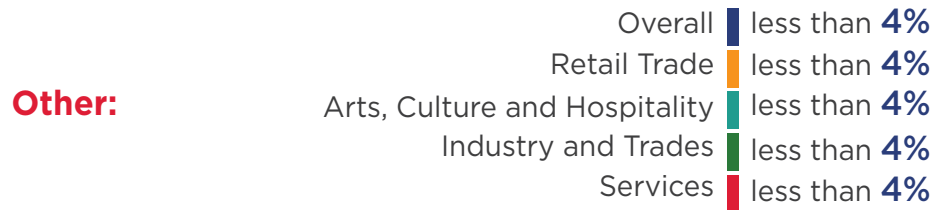
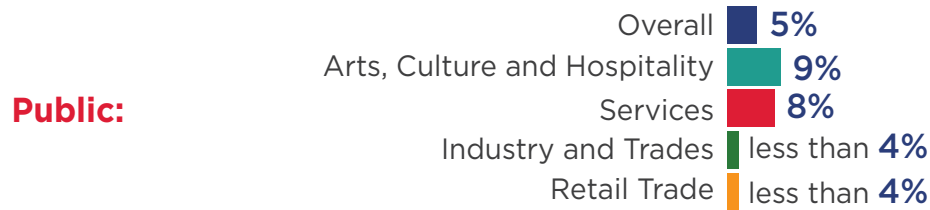
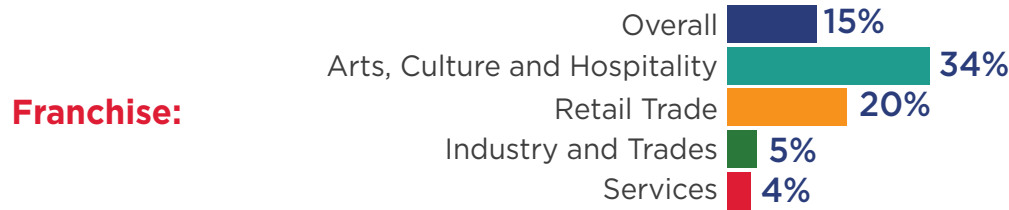
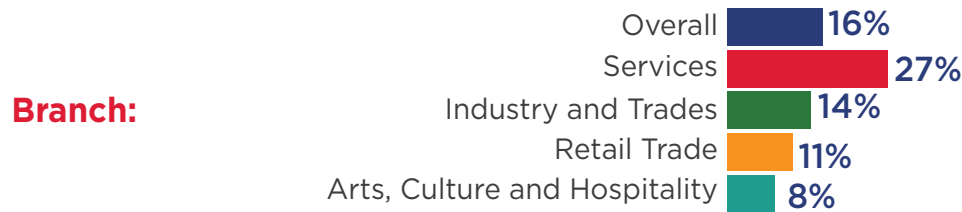
Exporting:
7% of businesses
are **exporting** (n=445)



Importing:
22% of businesses
are **importing** (n=442)

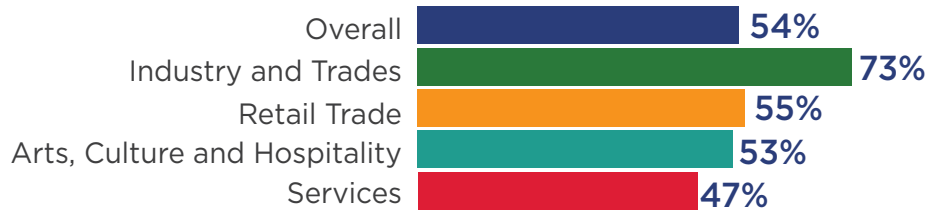


Ownership Description: (n=444)



Business Type: (n=445)

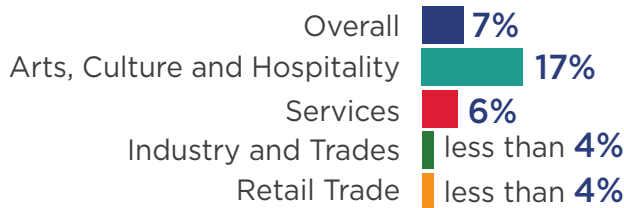
Corporation:



Sole Proprietor:



Partnership:



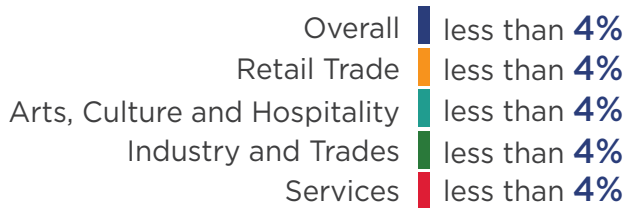
Government:



Co-op/Non-Profit:



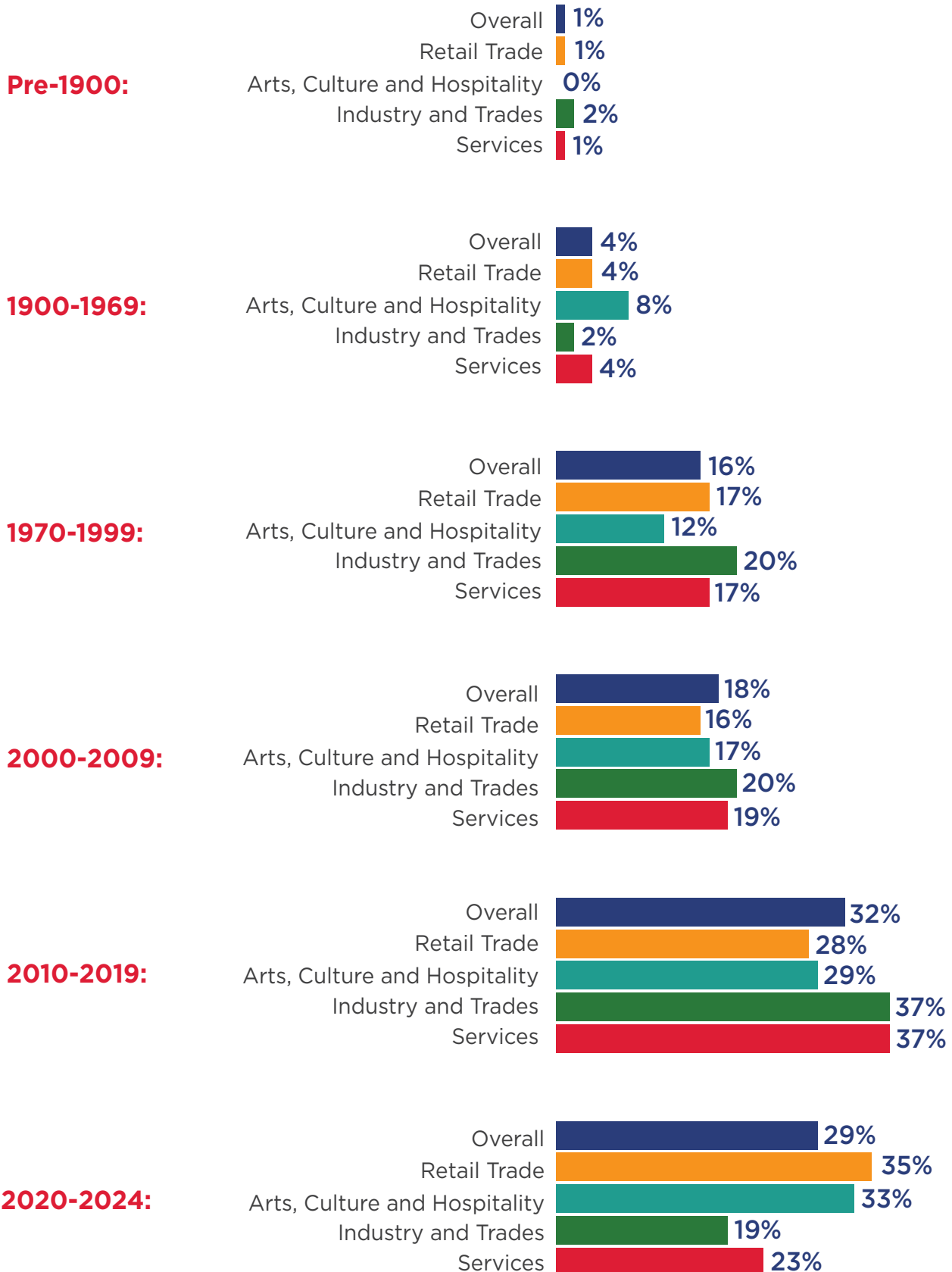
Other:



Business Establishment Dates:

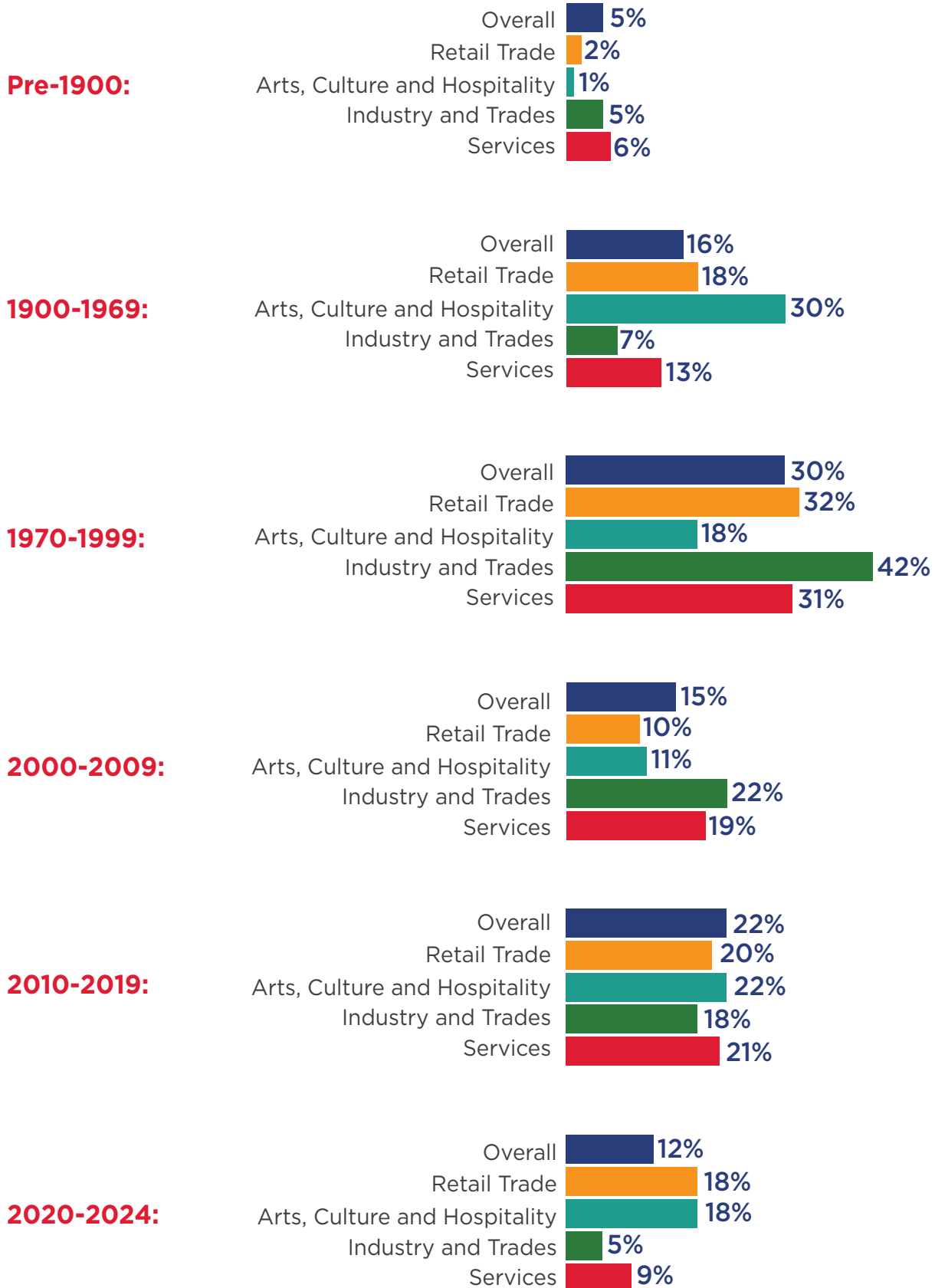


the businesses surveyed were **established at their current location.** (n=427)



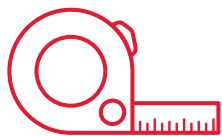
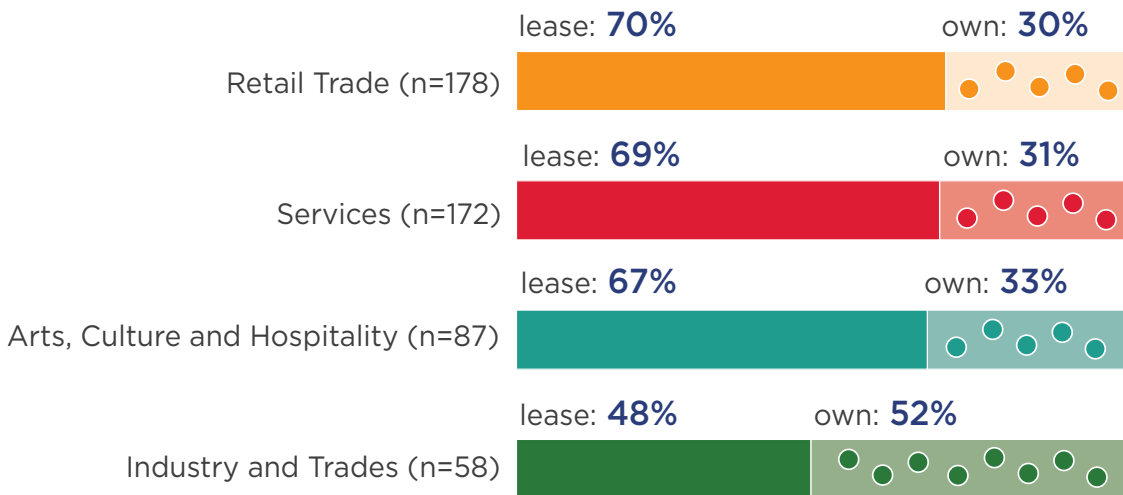
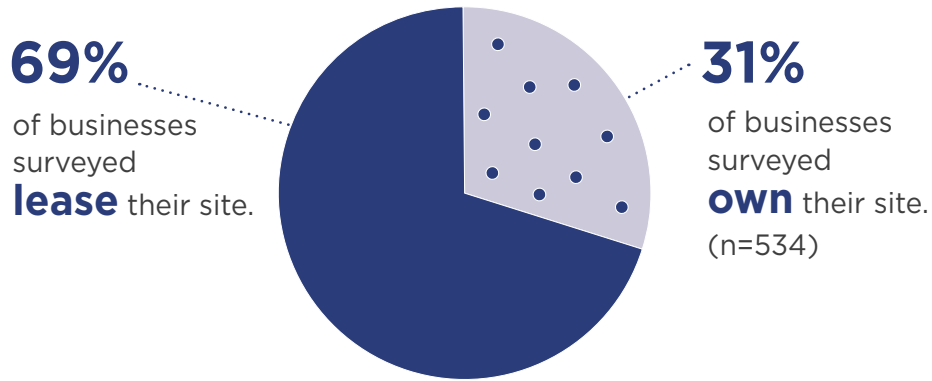


the businesses surveyed were **established**. (n=426)





Business Spaces:



Total square footage covered by businesses surveyed (n=383): **2,798,732 sq. ft.**

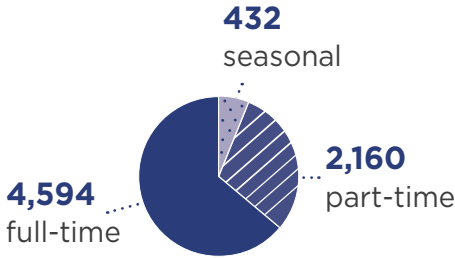


About the Employees

Total number of employees per business surveyed: (n=414)



7,186 total employees reported by businesses surveyed.



Average employee count by sector: (n=413)



Experiencing a Skills Shortage:



42% of businesses reported a **skills shortage** (n=438)



Future Plans

Hiring:



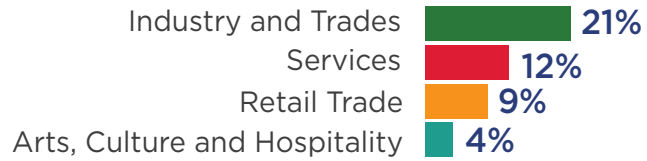
64% of businesses surveyed **plan to hire in the future.** (n=441)



Expanding:

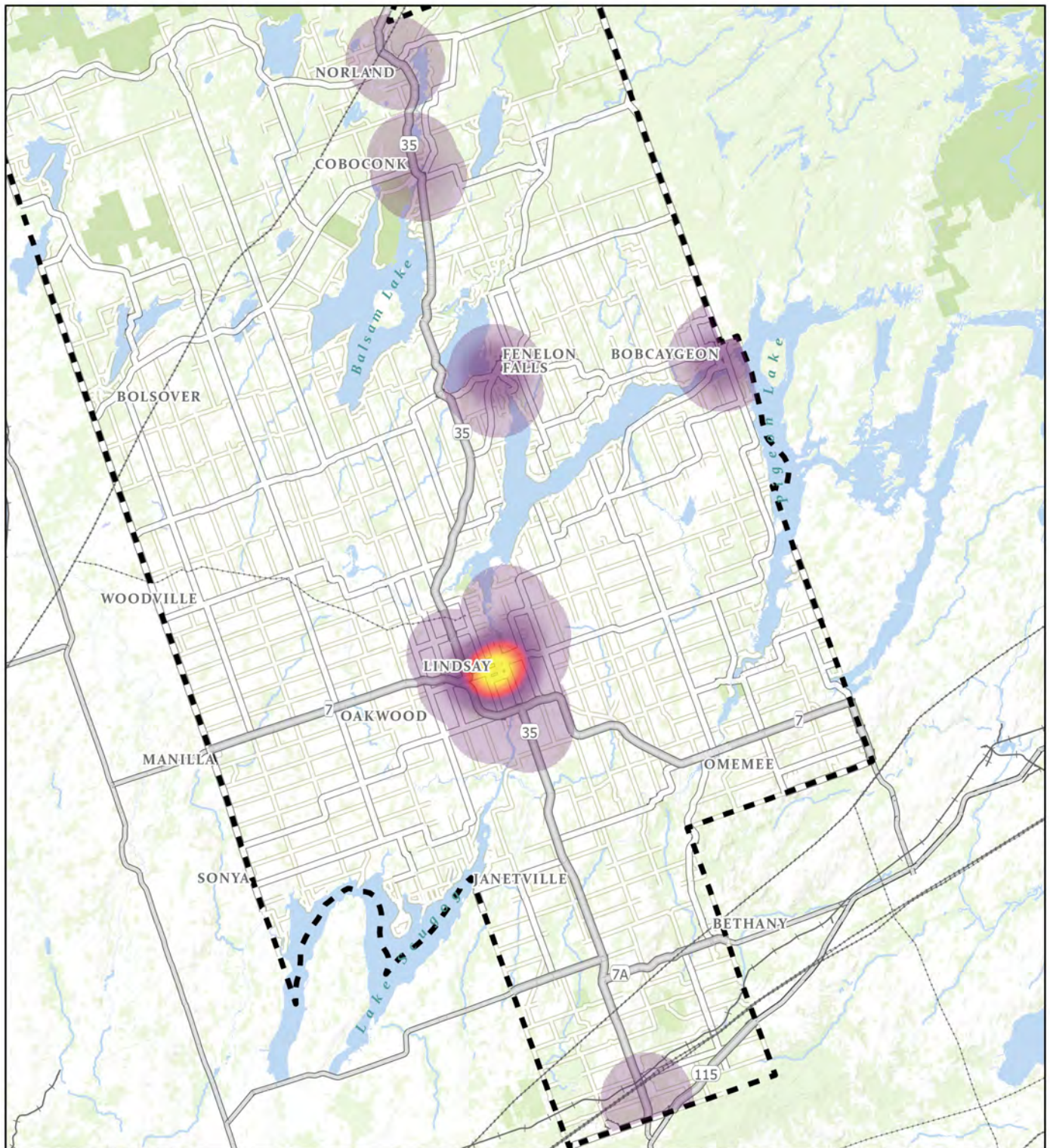


12% of businesses **plan to expand their floor space.** (n=426)

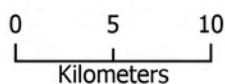


Kawartha Lakes Heat Map

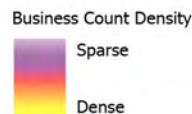
The 2024 Kawartha Lakes Business Count survey focused on downtown and industrial areas. This heat map shows the location of businesses that responded to the survey. The more businesses that responded from a particular geography, the heat map colour changes from purple to red to yellow.



SRQ-23777



— Ontario Rail Network Track
- - - Hydro Line





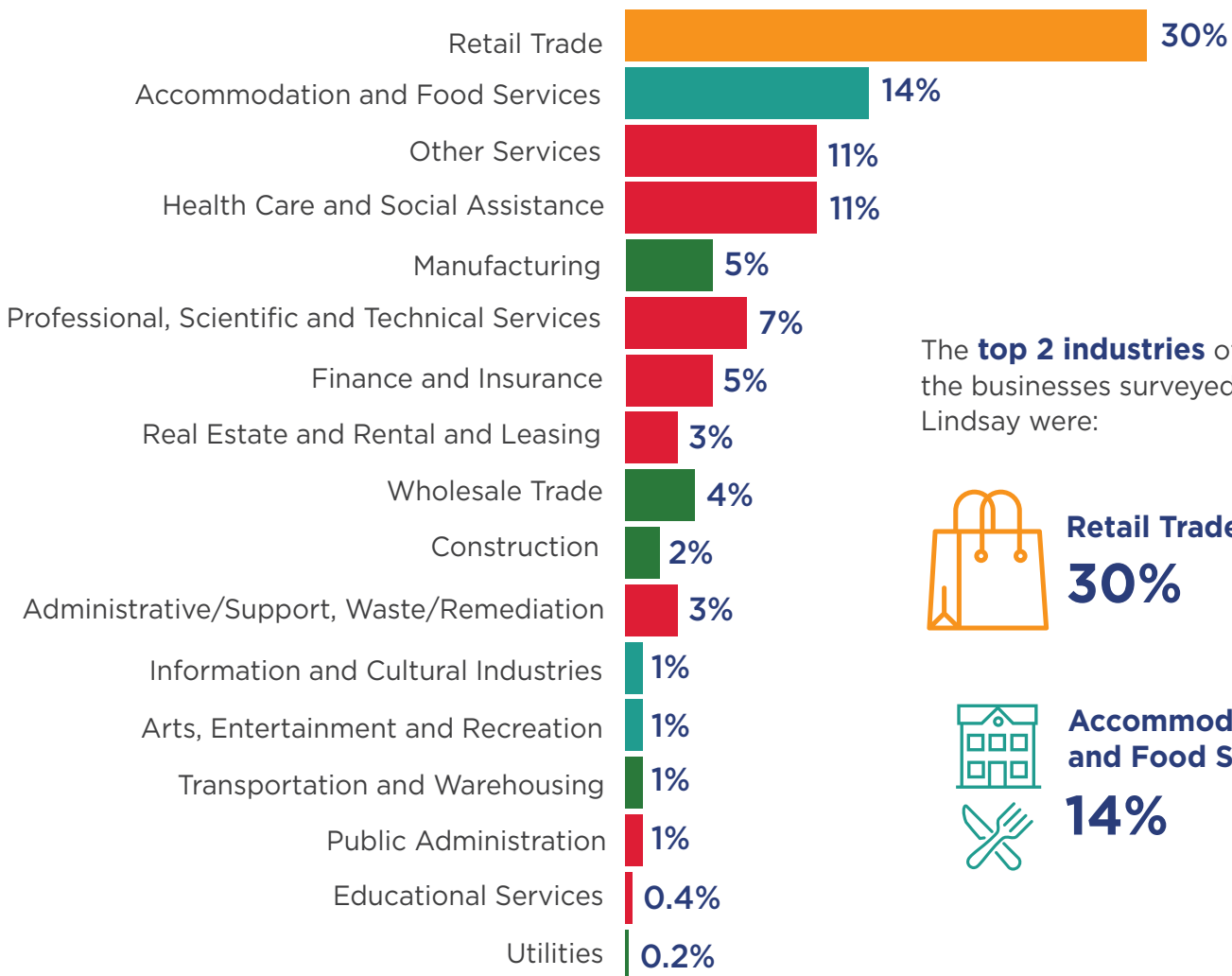
Lindsay



460 businesses in Lindsay participated in the survey.

Businesses that completed the survey (by industry):

Legend: ■ Arts, Culture and Hospitality ■ Industry and Trades ■ Retail Trade ■ Services



The **top 2 industries** of the businesses surveyed in Lindsay were:



Retail Trade
30%



Accommodation and Food Services
14%

About the Businesses



Head Office Location:
59% of businesses reported that this location was their head office. (n=308)

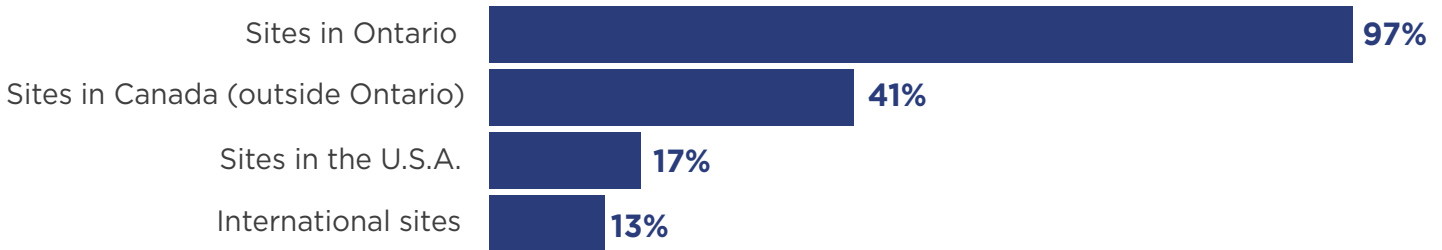


Chamber of Commerce and/or Business Improvement Association (BIA) Membership:
48% of businesses reported that they were members of a Chamber of Commerce and/or Lindsay BIA. (n=305)



Business Locations:
50% of businesses surveyed also have sites **outside of the region** (n=313)

Location of sites outside of the region: (n=158)



Home-based Businesses:
2% are **home based** businesses (n=519)

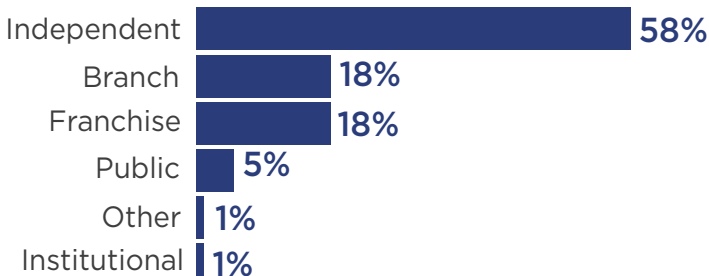


Exporting:
8% of businesses are **exporting** (n=308)

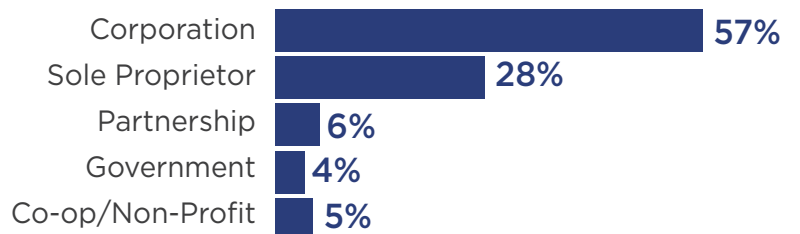


Importing:
21% of businesses are **importing** (n=306)

Ownership Description: (n=309)



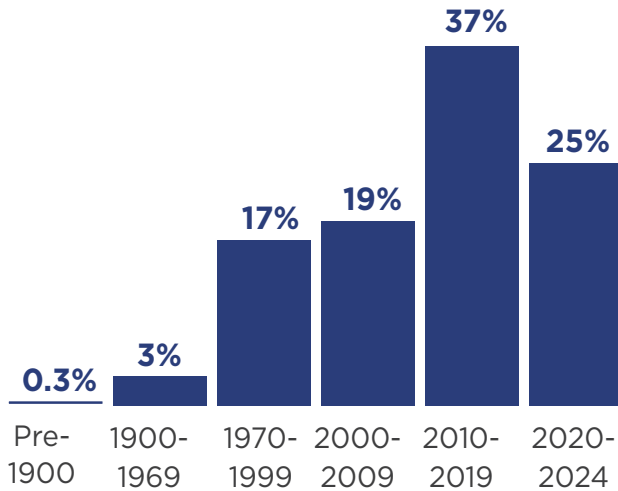
Business Type: (n=310)



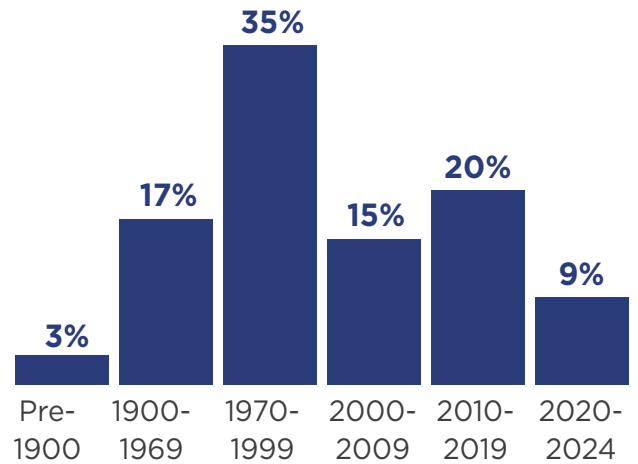
Business Establishment Dates:



the businesses surveyed were **established at their current location.** (n=303)

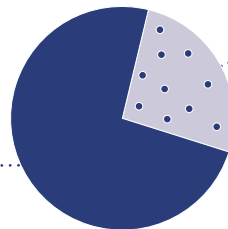


the businesses surveyed were **established.** (n=301)

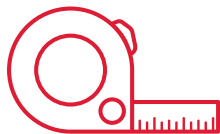


Business Spaces:

74% of businesses surveyed **lease** their site.



26% of businesses surveyed **own** their site. (n=401)



Total square footage covered by businesses surveyed (n=285):
2,475,748 sq. ft.



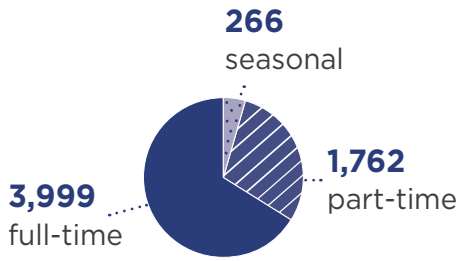
About the Employees

Total number of employees per business surveyed:

(n=301)

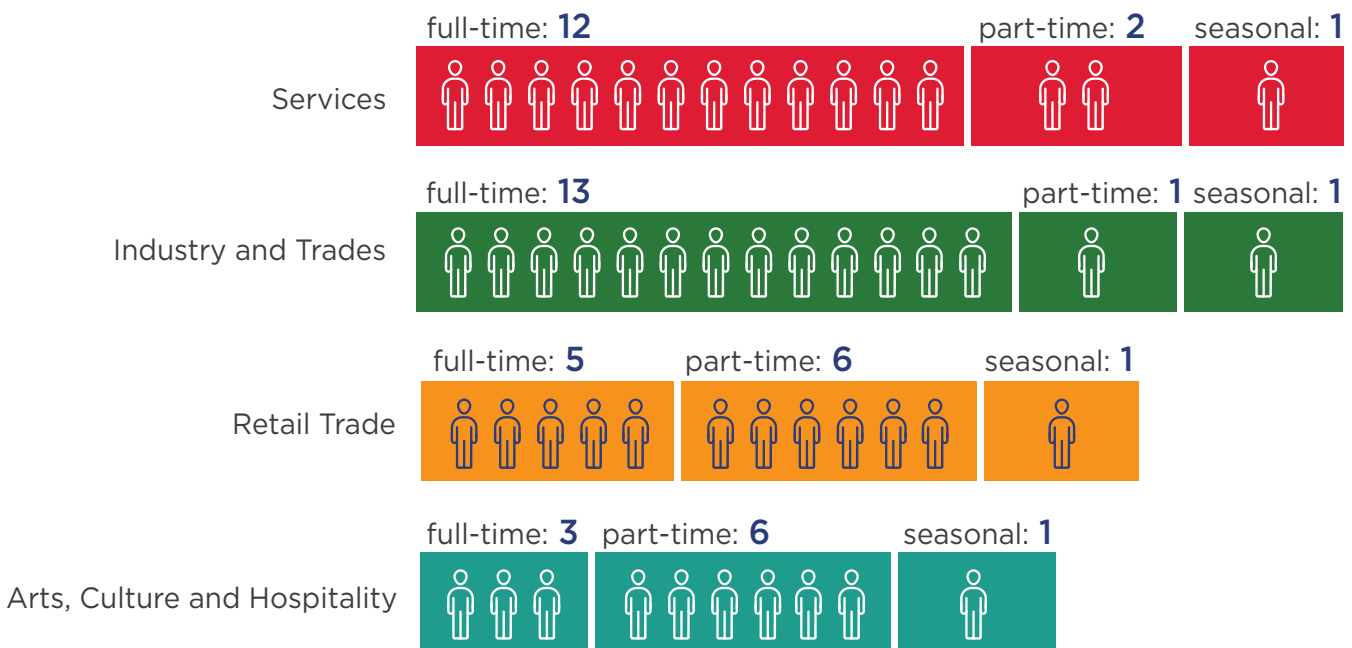


6,027 total employees reported by businesses surveyed.



44% of businesses surveyed reported a **skills shortage** (n=308)

Average employee count by sector: (n=301)



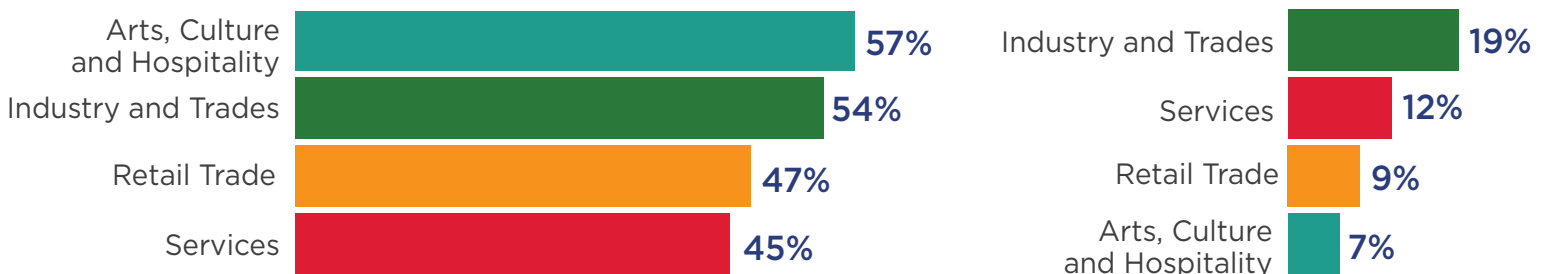
Future Plans



Hiring:
49% of businesses surveyed **plan to hire in the future.** (n=310)

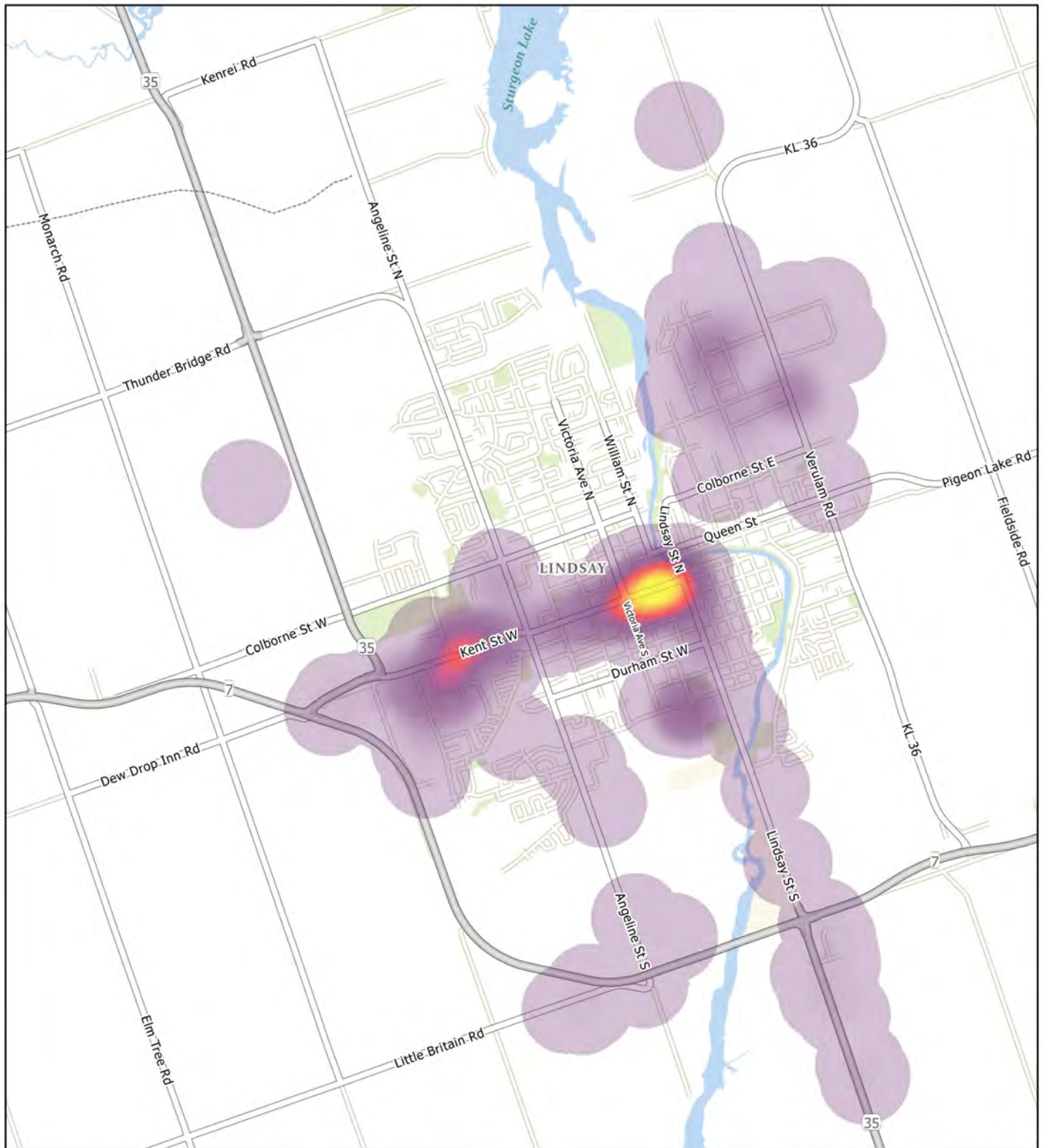


Expanding:
11% of businesses surveyed **plan to expand their floor space.** (n=296)

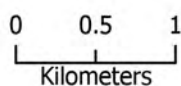


Lindsay Heat Map

The 2024 Kawartha Lakes Business Count survey focused on downtown, industrial areas and commercial areas on Kent Street and Lindsay Street. This heat map shows the location of businesses that responded to the survey. The more businesses that responded from a particular geography, the heat map colour changes from purple to red to yellow.



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----- Hydro Line

Business Count Density



281



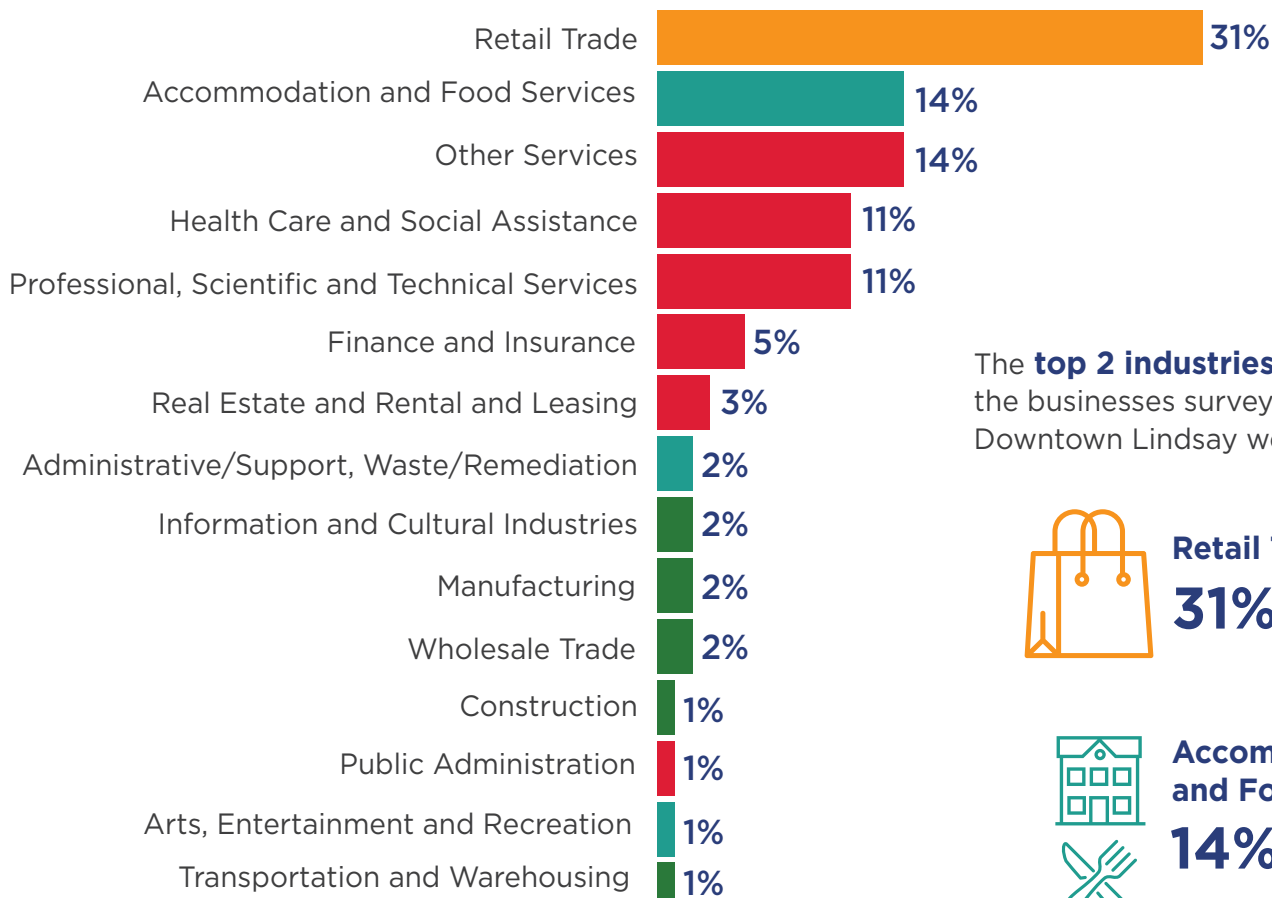
Downtown Lindsay



170 businesses in Downtown Lindsay participated in the survey.

Businesses that completed the survey (by industry):

Legend: ■ Arts, Culture and Hospitality ■ Industry and Trades ■ Retail Trade ■ Services



The **top 2 industries** of the businesses surveyed in Downtown Lindsay were:



Retail Trade
31%



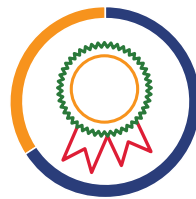
Accommodation and Food Services
14%

About the Businesses



Head Office Location:

75% of businesses reported that this location was their head office. (n=123)



Chamber of Commerce and/or Business Improvement Association (BIA) Membership:

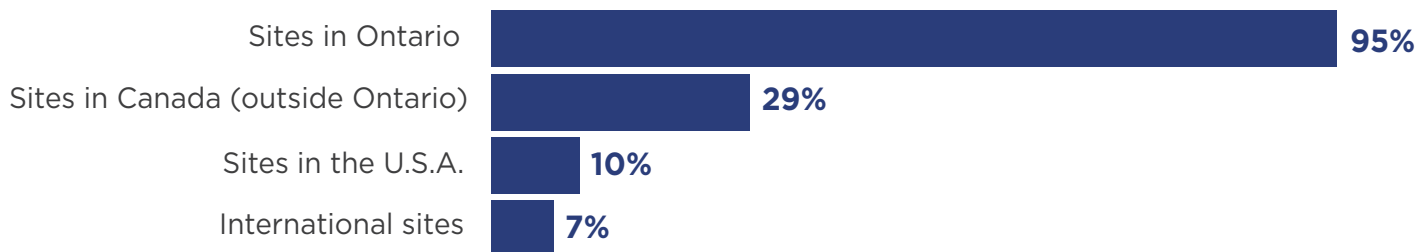
79% of businesses reported that they were members of a Chamber of Commerce and/or Lindsay BIA. (n=126)



Location:

33% of businesses surveyed also have sites **outside of the region** (n=125)

Location of sites outside of the region: (n=41)



Home-based Businesses:

0% are home based businesses (n=188)



Exporting:

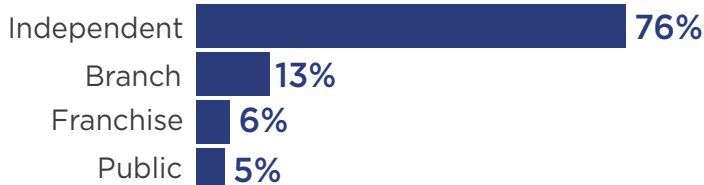
3% of businesses are exporting (n=122)



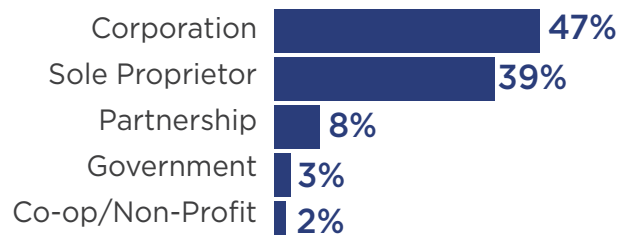
Importing:

18% of businesses are importing (n=122)

Ownership Description: (n=127)



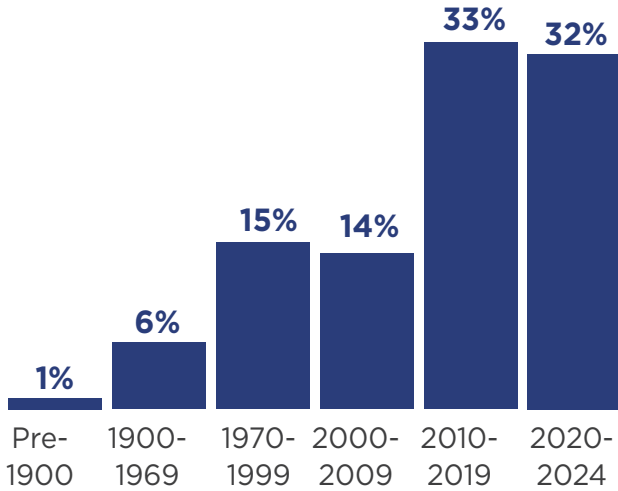
Business Type: (n=125)



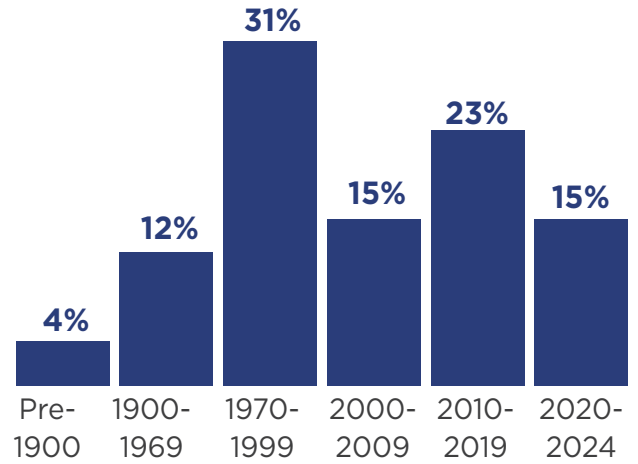
Business Establishment Dates:



the businesses surveyed were **established at their current location.** (n=123)

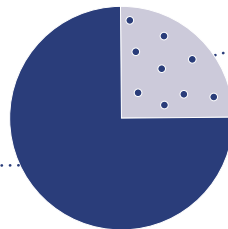


the businesses surveyed were **established.** (n=124)

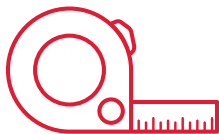


Business Spaces:

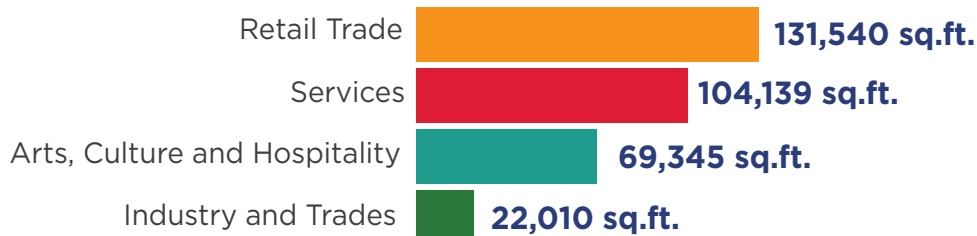
75% of businesses surveyed **lease** their site.



25% of businesses surveyed **own** their site. (n=144)



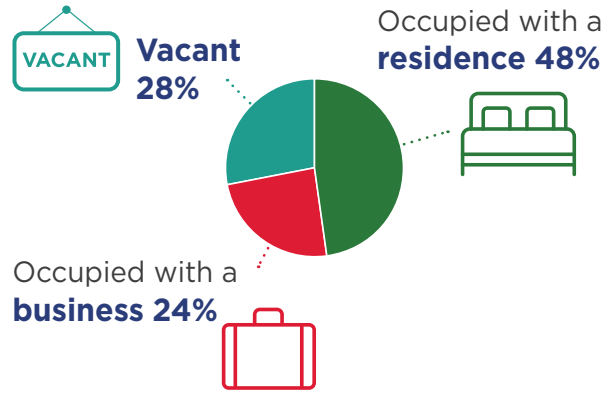
Total square footage covered by businesses surveyed (n=134):
327,034 sq. ft.



Number of Floors

What's occupying the 3rd floor:

(n=29)



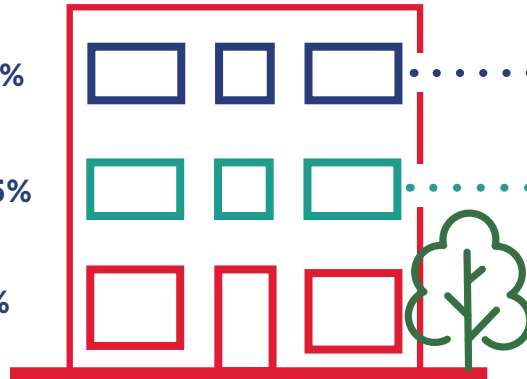
Total number of above ground floors:

(n=187)

Buildings with **3 storeys** 16%

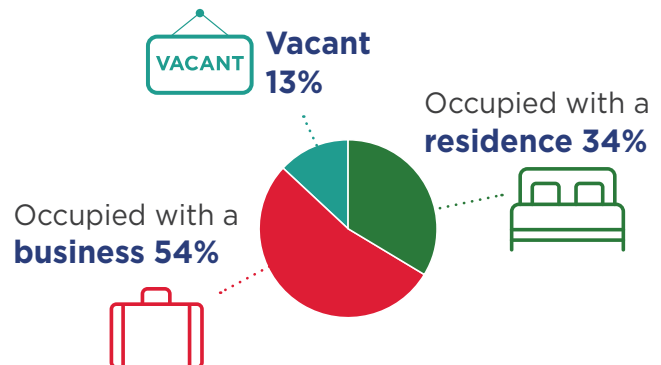
Buildings with **2 storeys** 45%

Buildings with **1 storey** 39%



What's occupying the 2nd floor:

(n=112)



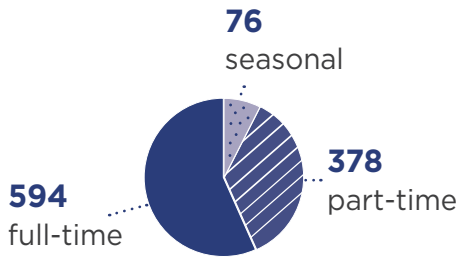
About the Employees

Total number of employees per business surveyed:

(n=120)

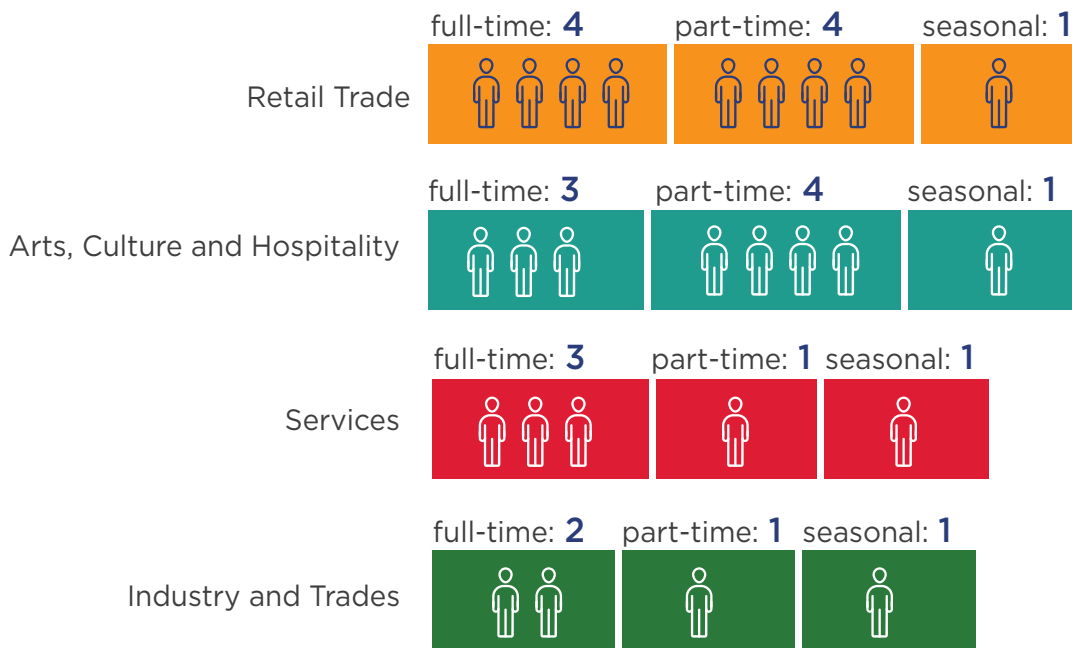


1,048 total employees reported by businesses surveyed.



35% of businesses surveyed reported a **skills shortage** (n=123)

Average employee count by sector: (n=120)



Future Plans



Hiring:
39% of businesses surveyed **plan to hire in the future.** (n=126)

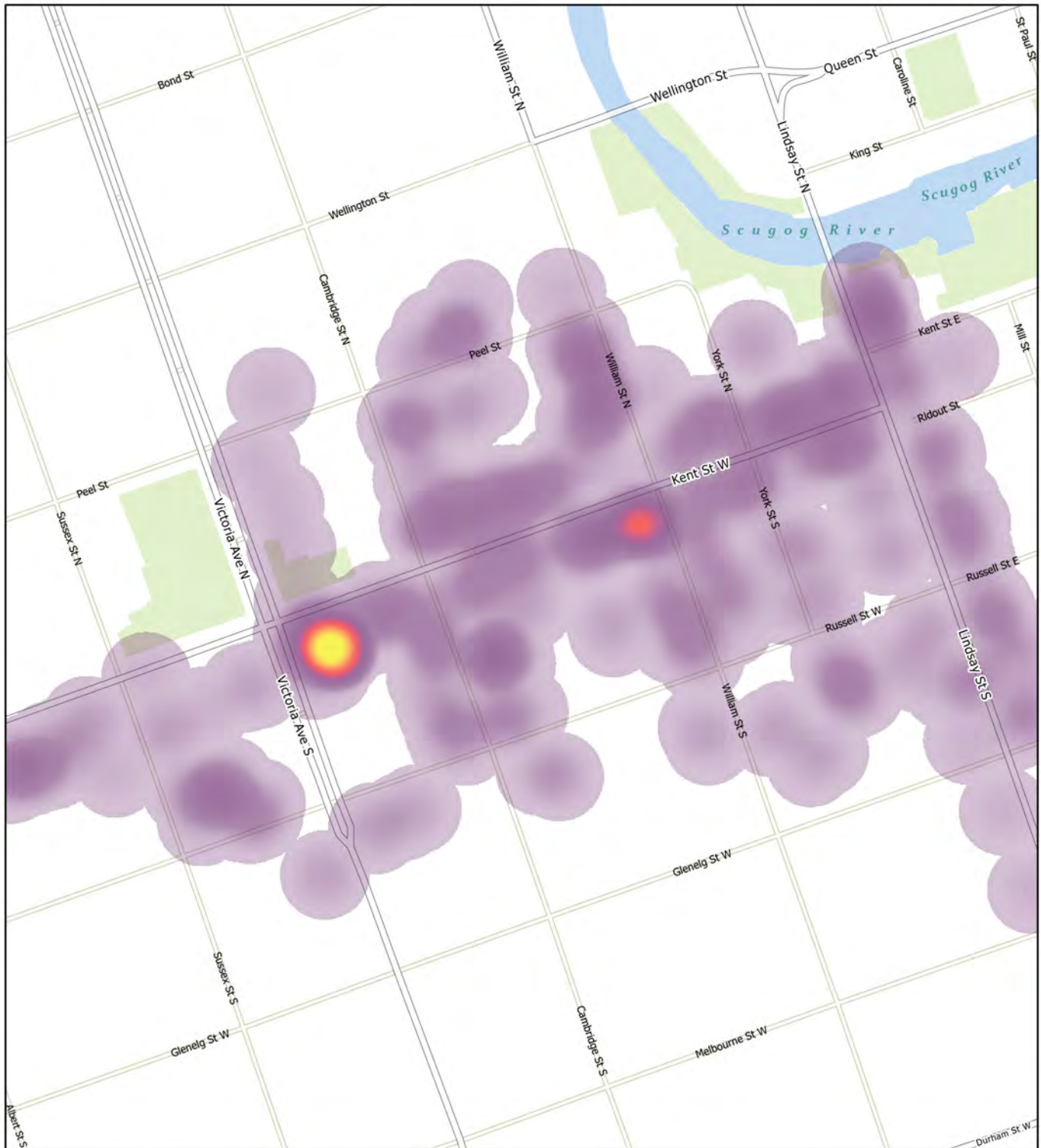


Expanding:
11% of businesses surveyed **plan to expand their floor space.** (n=119)



Downtown Lindsay Heat Map

The 2024 Kawartha Lakes Business Count survey focused on downtown and industrial areas. This heat map shows the location of businesses that responded to the survey. The more businesses that responded from a particular geography, the heat map colour changes from purple to red to yellow.



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Fenelon Falls



93 businesses in Fenelon Falls participated in the survey.

Businesses that completed the survey (by industry):

Legend: ■ Arts, Culture and Hospitality ■ Industry and Trades ■ Retail Trade ■ Services



The **top 2 industries** of the businesses surveyed in Fenelon Falls were:



Retail Trade
40%



Accommodation and Food Services
20%

About the Businesses



Head Office Location:

76% of businesses reported that this location was their head office. (n=59)



Chamber of Commerce and/or Business Improvement Association (BIA) Membership:

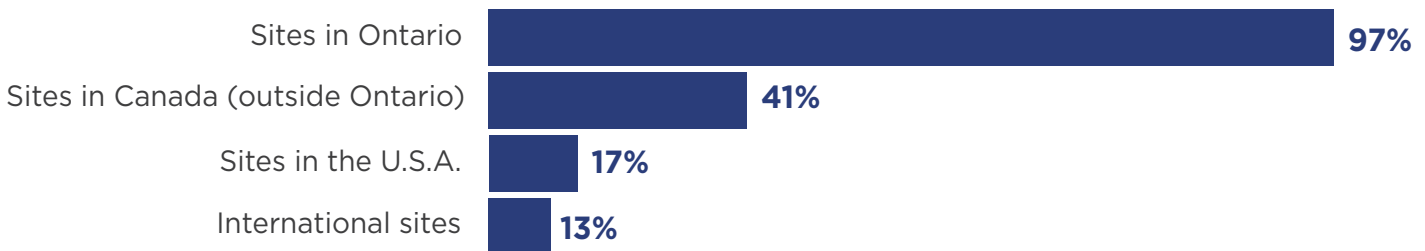
61% of businesses reported that they were members of a Chamber of Commerce and/or Lindsay BIA. (n=59)



Location:

36% of businesses surveyed also have sites **outside of the region** (n=59)

Location of sites outside of the region: (n=21)



Home-based Businesses:

1% are **home based** businesses (n=100)



Exporting:

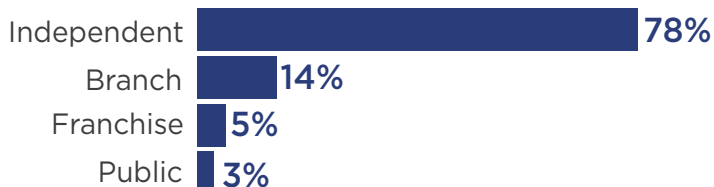
9% of businesses are **exporting** (n=16)



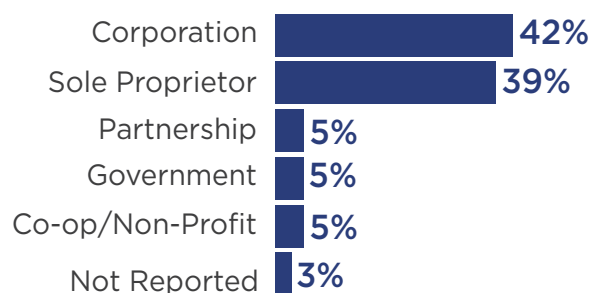
Importing:

37% of businesses are **importing** (n=18)

Ownership Description: (n=59)



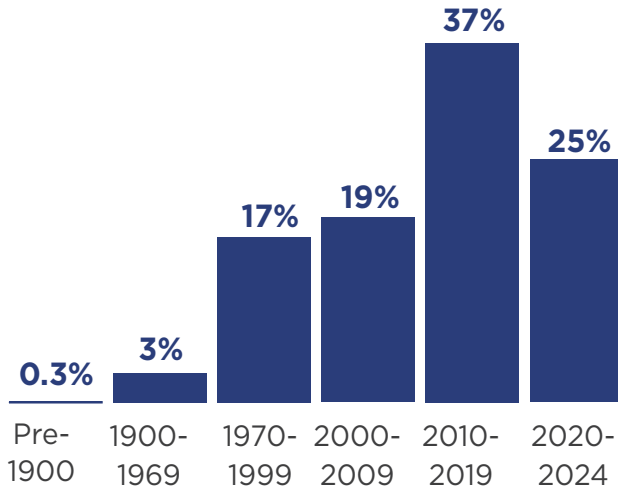
Business Type: (n=59)



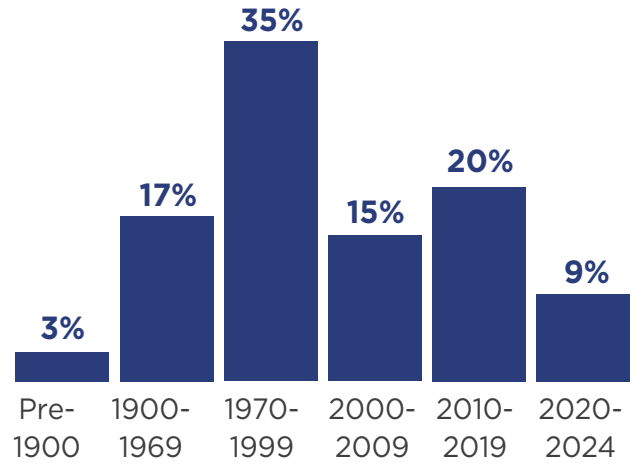
Business Establishment Dates:



the businesses surveyed were **established at their current location.** (n=56)

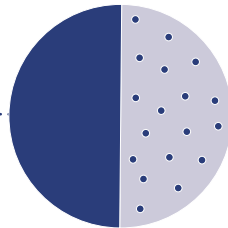


the businesses surveyed were **established.** (n=58)

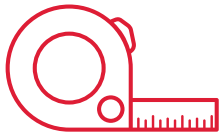


Business Spaces:

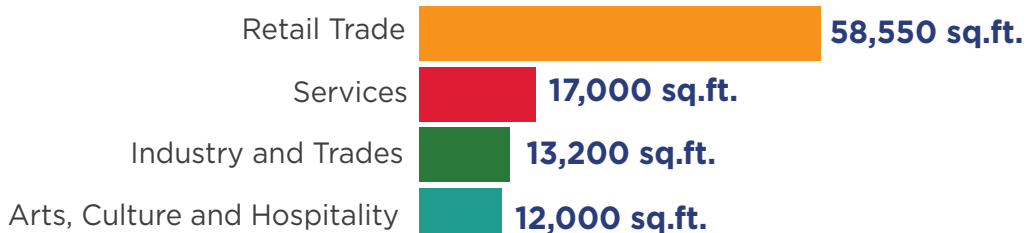
50% of businesses surveyed **lease** their site.



50% of businesses surveyed **own** their site. (n=60)



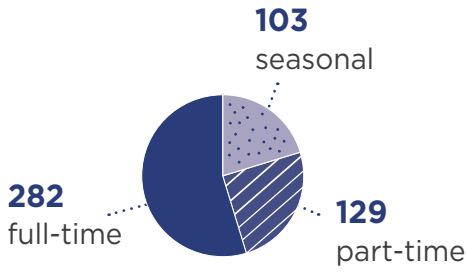
Total square footage covered by businesses surveyed (n=48):
100,750 sq. ft.



About the Employees

Total number of employees per business surveyed:

(n=50)

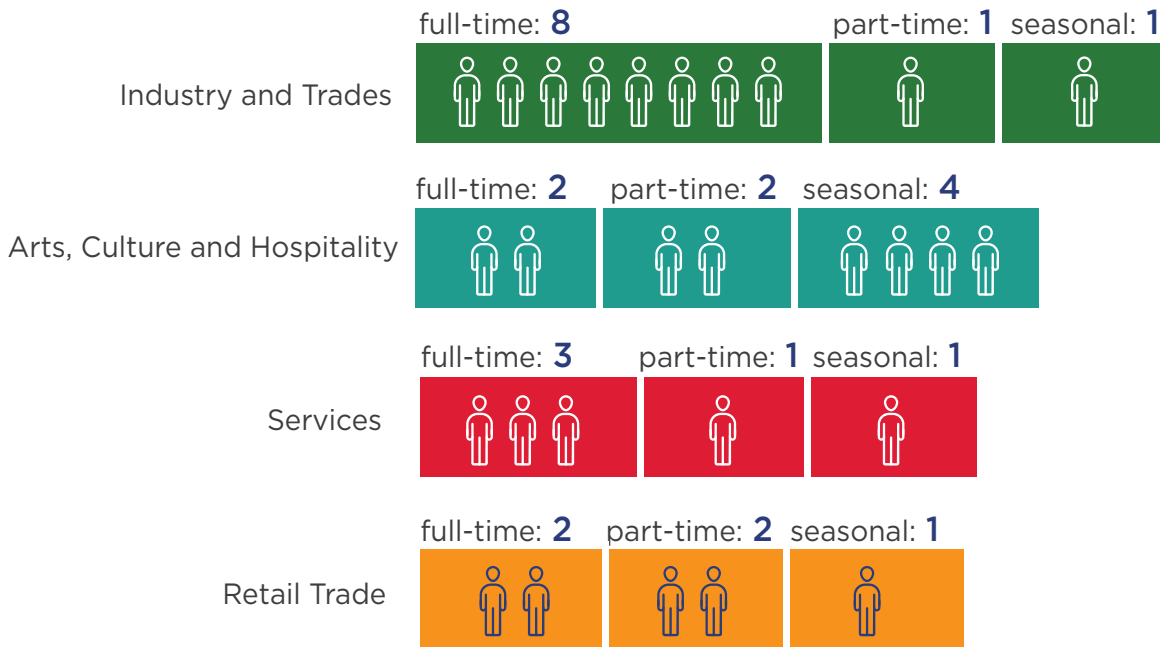


514 total employees reported by businesses surveyed.



31% of businesses surveyed reported a **skills shortage** (n=59)

Average employee count by sector: (n=50)



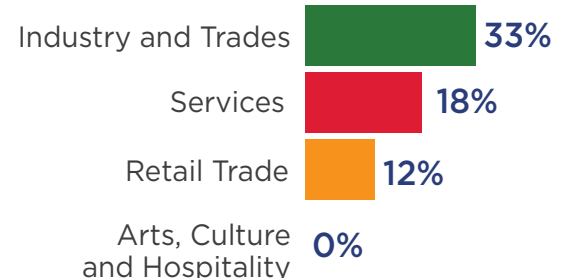
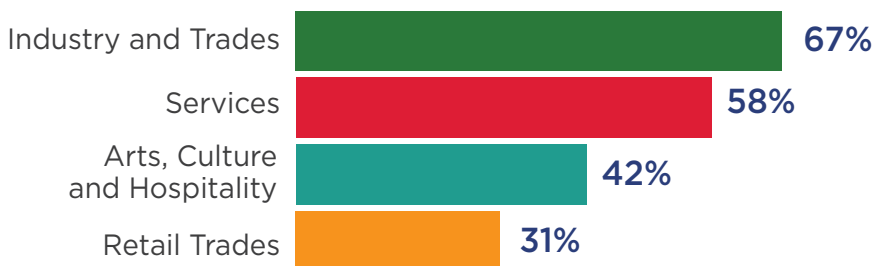
Future Plans



Hiring:
44% of businesses surveyed **plan to hire in the future.** (n=59)

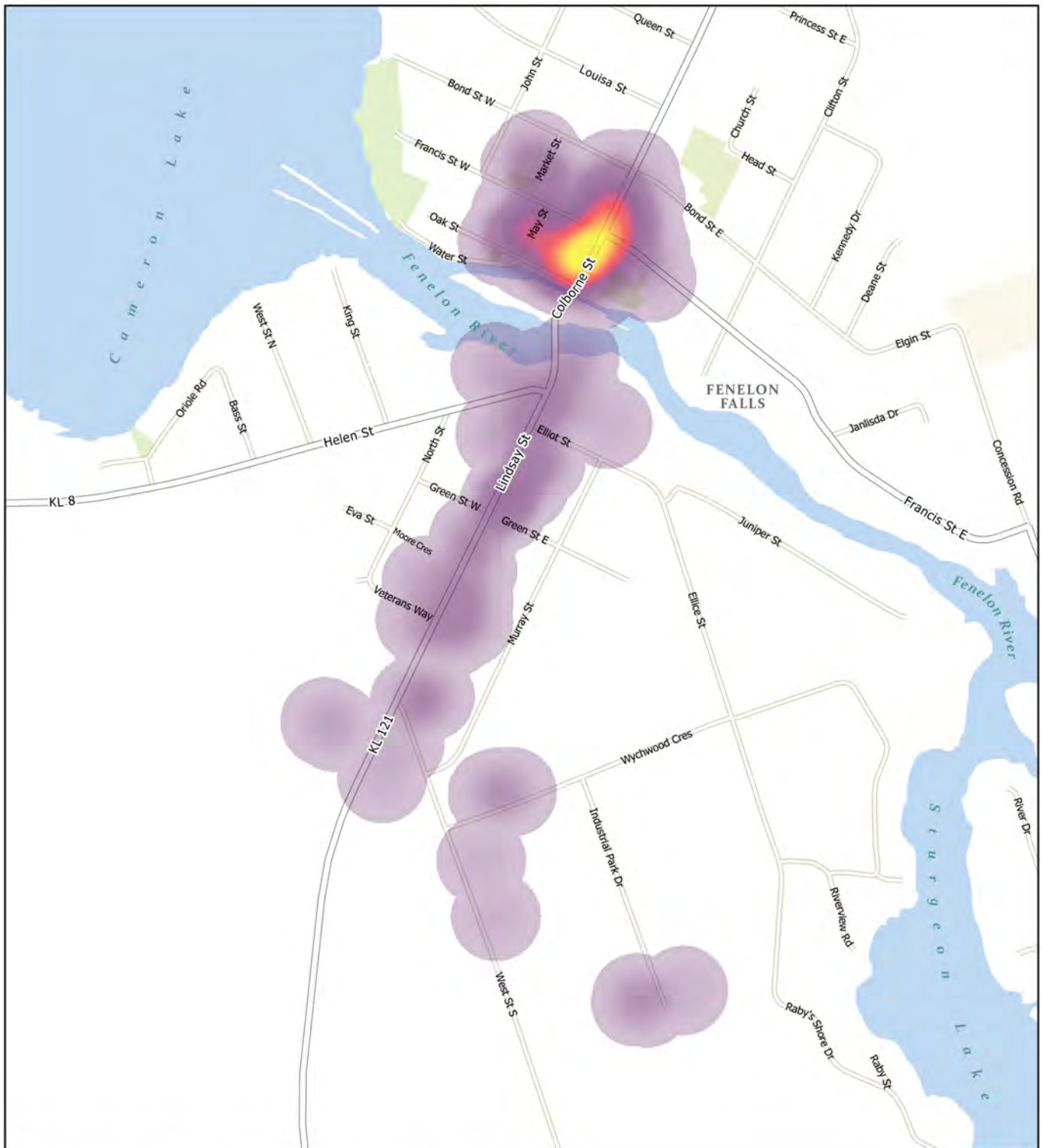


Expanding:
14% of businesses surveyed **plan to expand their floor space.** (n=58)



Fenelon Falls Heat Map

The 2024 Kawartha Lakes Business Count survey focused on downtown and industrial areas. This heat map shows the location of businesses that responded to the survey. The more businesses that responded from a particular geography, the heat map colour changes from purple to red to yellow.



SRQ 23777



0 0.15 0.3
Kilometers

Business Count Density
Sparse
Dense



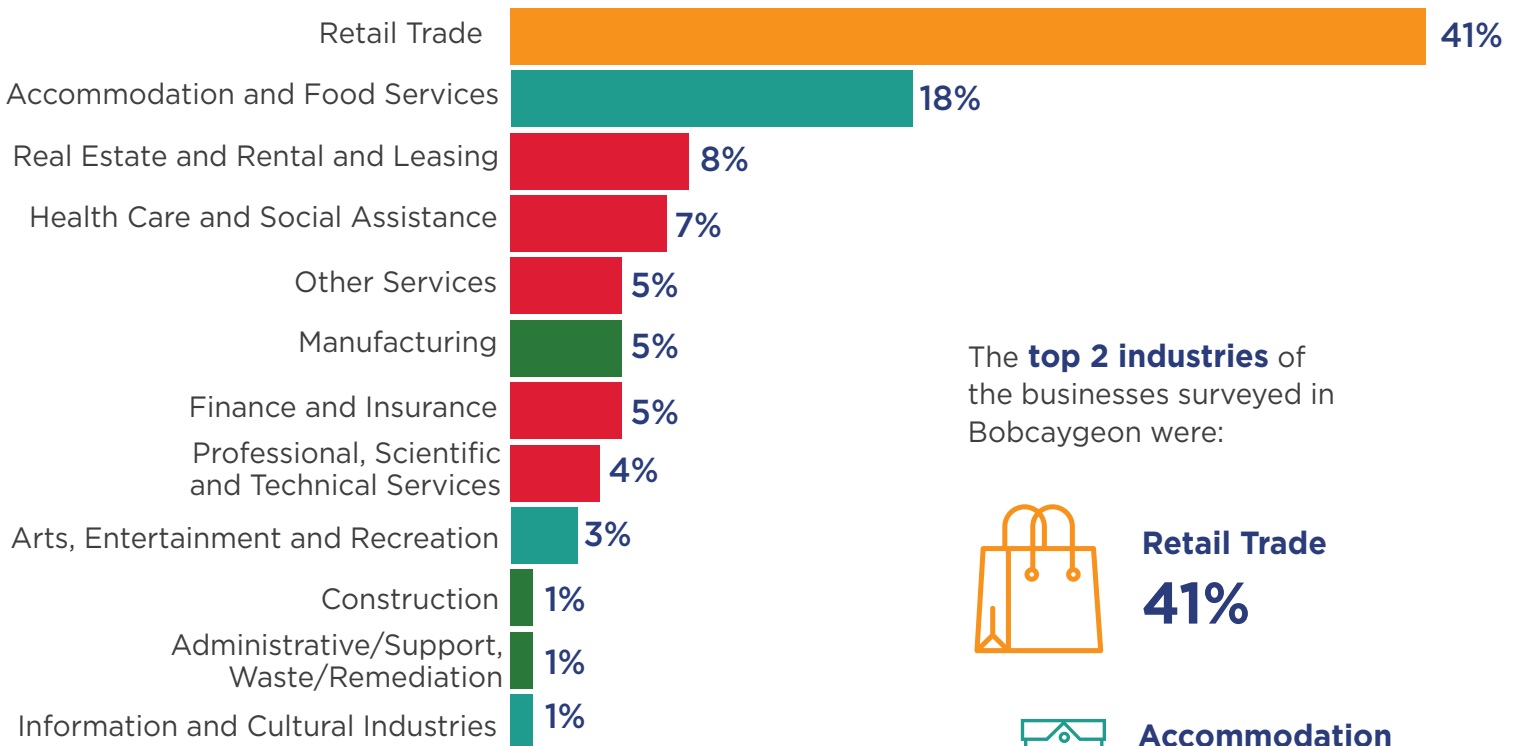
Bobcaygeon



76 businesses in Bobcaygeon participated in the survey.

Businesses that completed the survey (by industry):

Legend: ■ Arts, Culture and Hospitality ■ Industry and Trades ■ Retail Trade ■ Services



The **top 2 industries** of the businesses surveyed in Bobcaygeon were:



Retail Trade
41%



Accommodation and Food Services
18%

About the Businesses



Head Office Location:
60% of businesses reported that this location was their head office. (n=43)

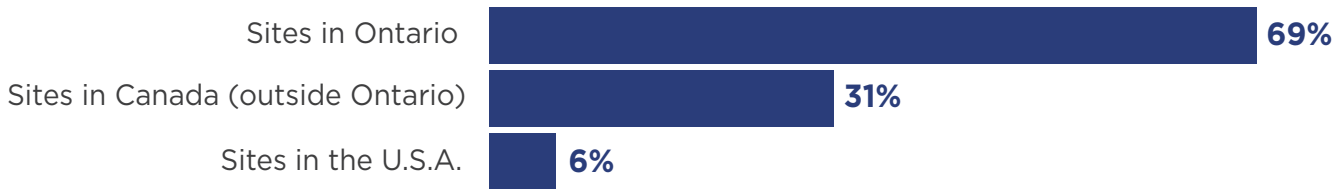


Chamber of Commerce and/or Business Improvement Association (BIA) Membership:
38% of businesses reported that they were members of a Chamber of Commerce and/or Lindsay BIA. (n=39)



Location:
33% of businesses surveyed also have sites **outside of the region** (n=46)

Location of sites outside of the region: (n=16)



Home-based Businesses:
5% are **home based** businesses (n=79)

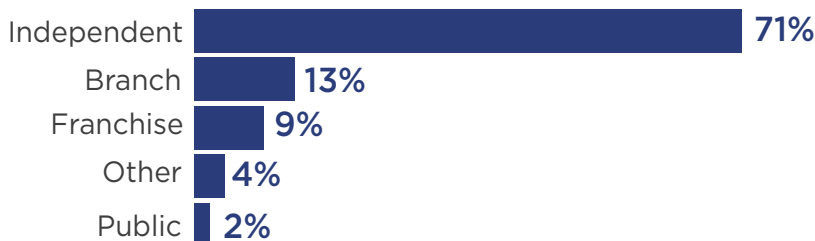


Exporting:
0% of businesses are **exporting** (n=47)

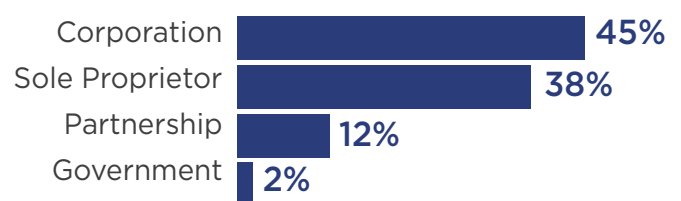


Importing:
20% of businesses are **importing** (n=46)

Ownership Description: (n=45)



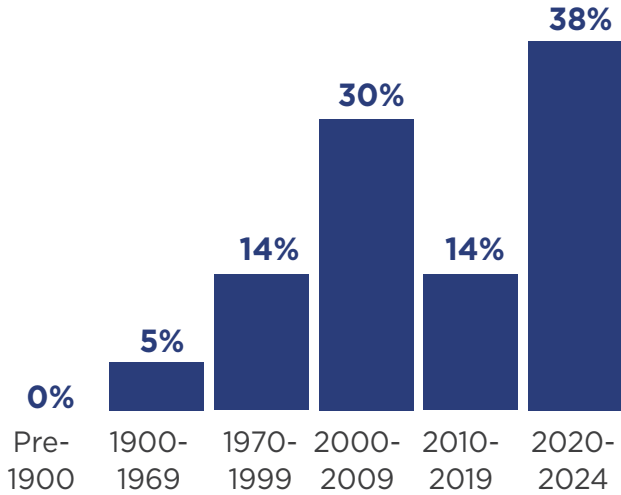
Business Type: (n=42)



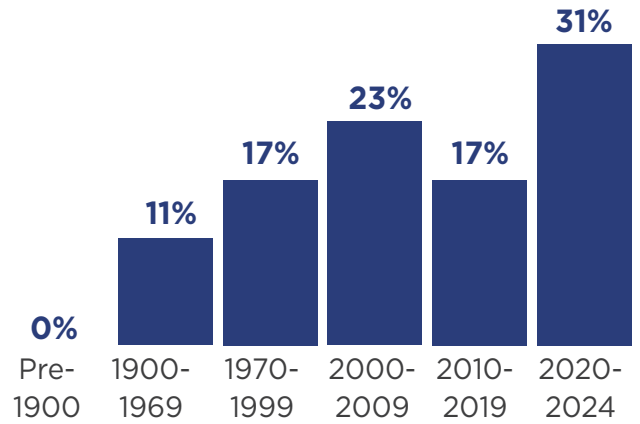
Business Establishment Dates:



the businesses surveyed were **established at their current location.** (n=37)

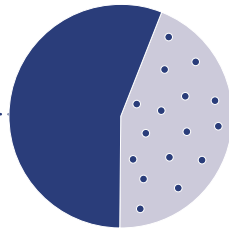


the businesses surveyed were **established.** (n=35)

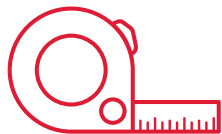


Business Spaces:

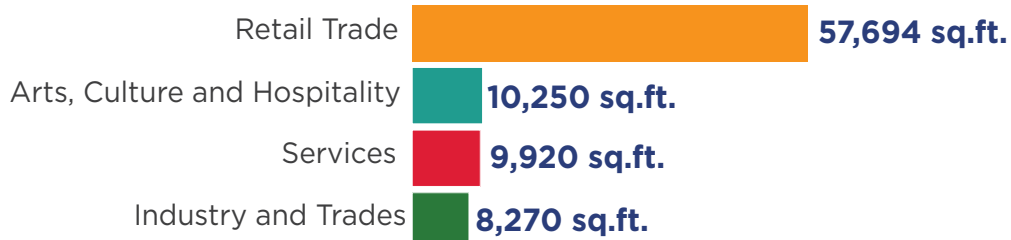
56% of businesses surveyed **lease** their site.



44% of businesses surveyed **own** their site. (n=39)



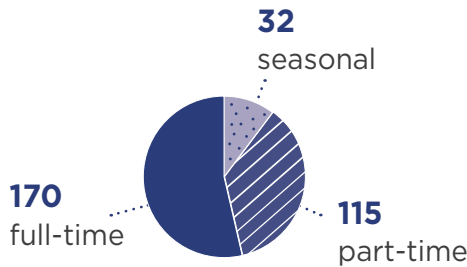
Total square footage covered by businesses surveyed (n=32):
86,134 sq. ft.



About the Employees

Total number of employees per business surveyed:

(n=34)



317 total employees reported by businesses surveyed.



38% of businesses surveyed reported a **skills shortage** (n=37)

Average employee count by sector: (n=34)



Future Plans



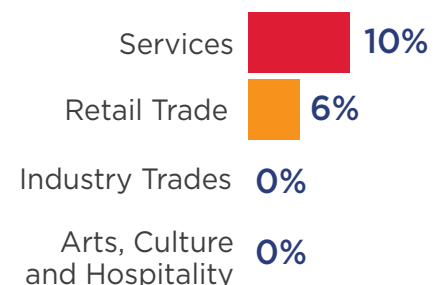
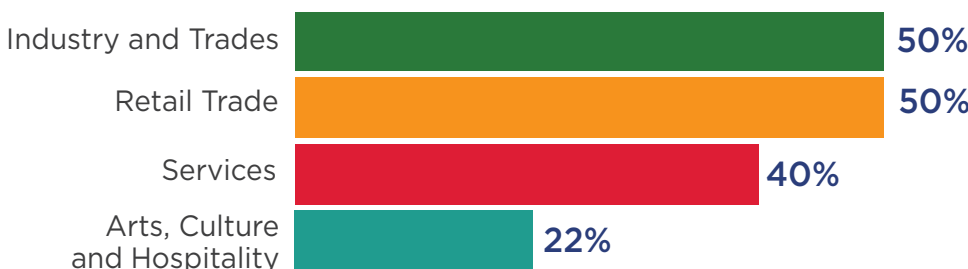
Hiring:

41% of businesses surveyed **plan to hire in the future.** (n=39)



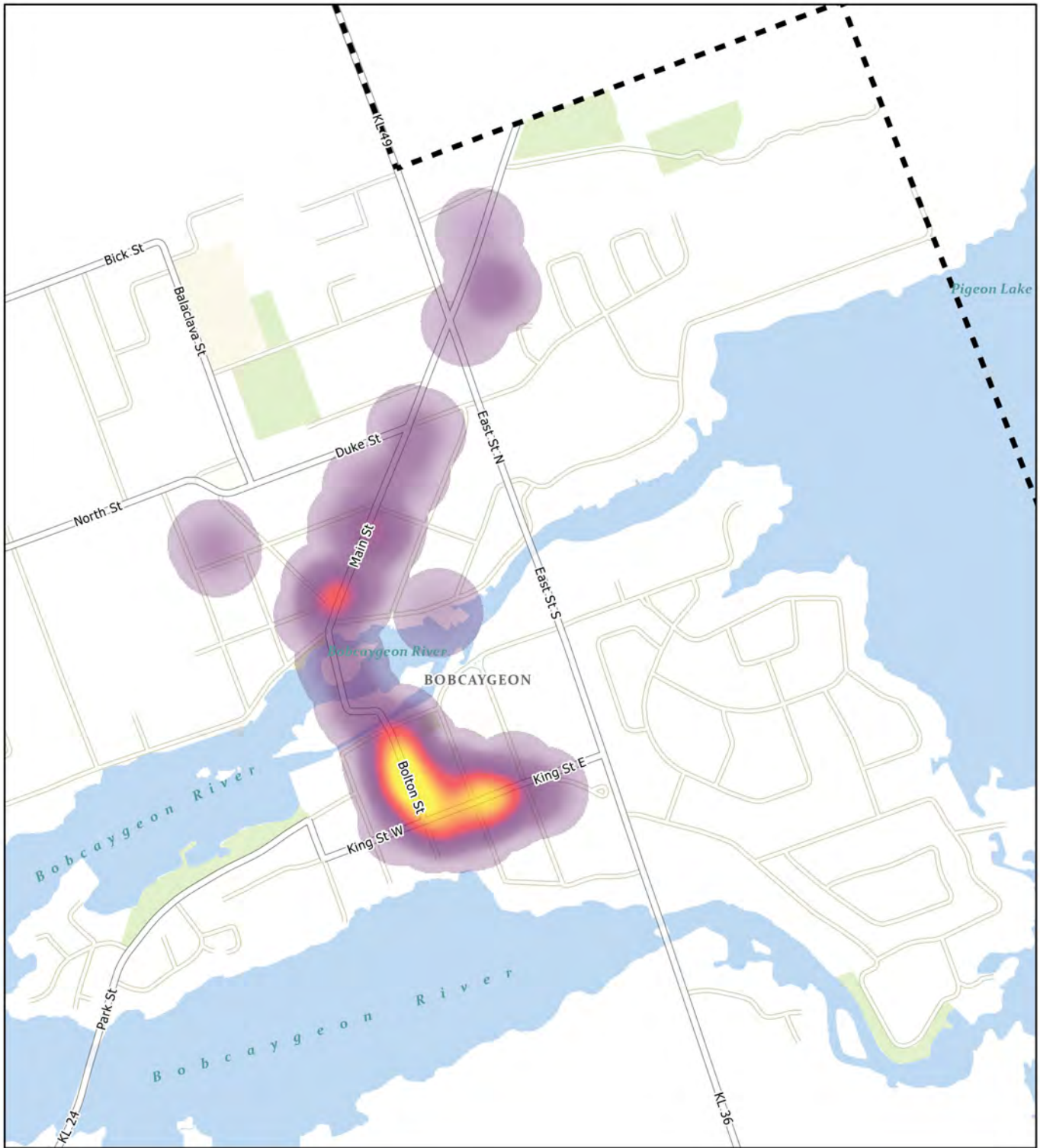
Expanding:

5% of businesses surveyed **plan to expand their floor space.** (n=40)



Bobcaygeon Heat Map

The 2024 Kawartha Lakes Business Count survey focused on downtown and industrial areas. This heat map shows the location of businesses that responded to the survey. The more businesses that responded from a particular geography, the heat map colour changes from purple to red to yellow.



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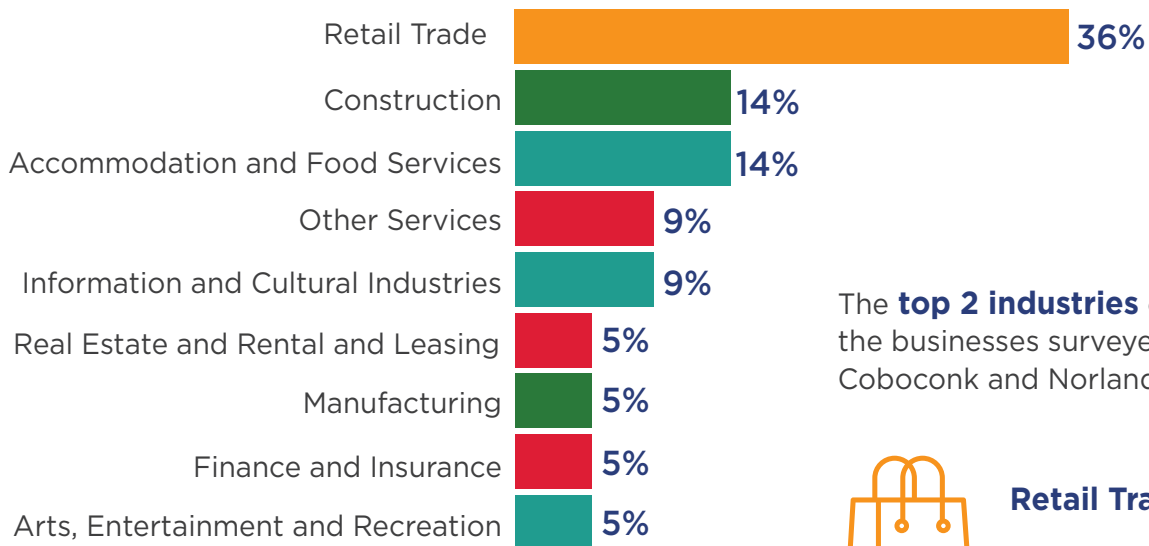
Coboconk and Norland



34 businesses in Coboconk and Norland participated in the survey.

Businesses that completed the survey (by industry):

Legend: ■ Arts, Culture and Hospitality ■ Industry and Trades ■ Retail Trade ■ Services



The **top 2 industries** of the businesses surveyed in Coboconk and Norland were:



Retail Trade
36%



Construction
14%

About the Businesses



Head Office Location:
45% of businesses reported that this location was their head office. (n=20)

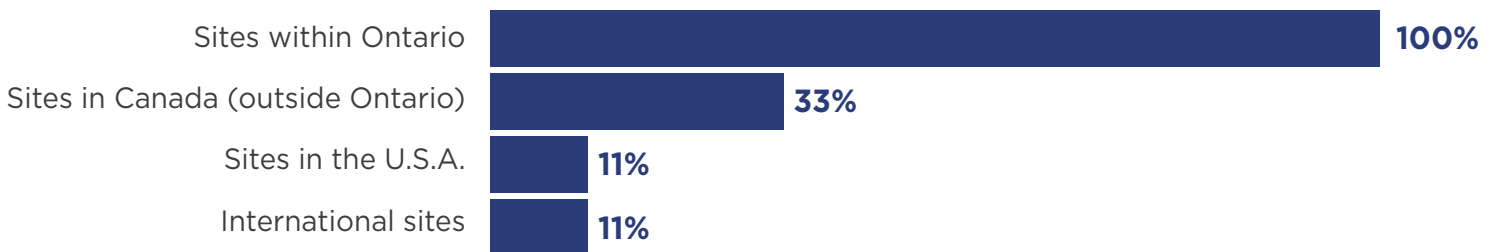


Chamber of Commerce and/or Business Improvement Association (BIA) Membership:
70% of businesses reported that they were members of a Chamber of Commerce and/or Lindsay BIA. (n=20)



Location:
52% of businesses surveyed also have sites **outside of the region** (n=22)

Location of sites outside of the region: (n=9)



Home-based Businesses:
0% are home based businesses (n=34)

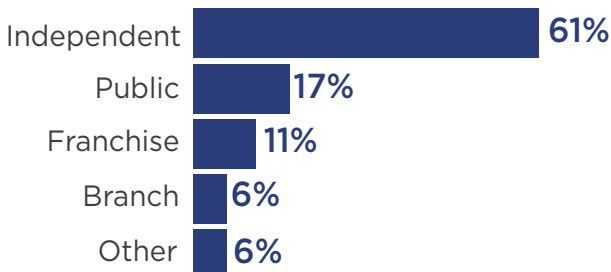


Exporting:
5% of businesses are exporting (n=21)

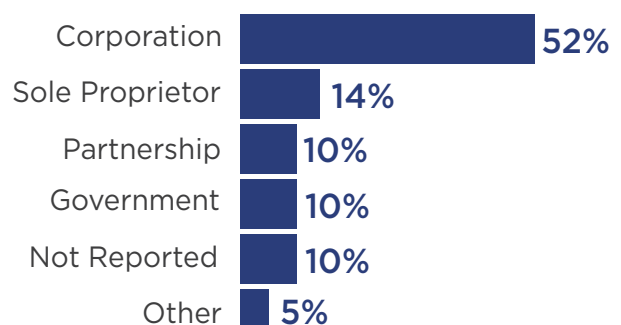


Importing:
10% of businesses are importing (n=20)

Ownership Description: (n=18)



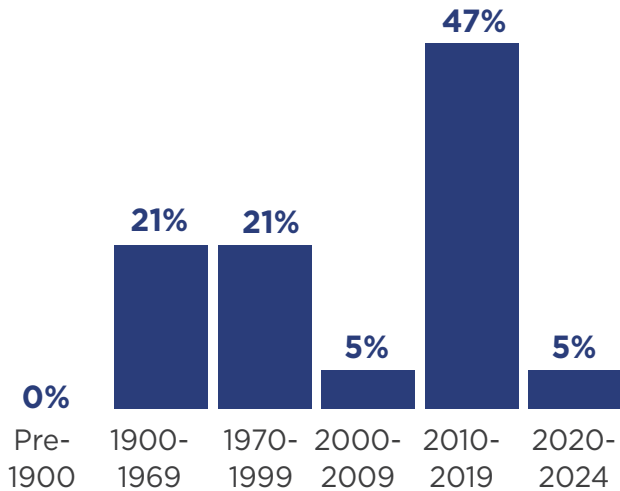
Business Type: (n=21)



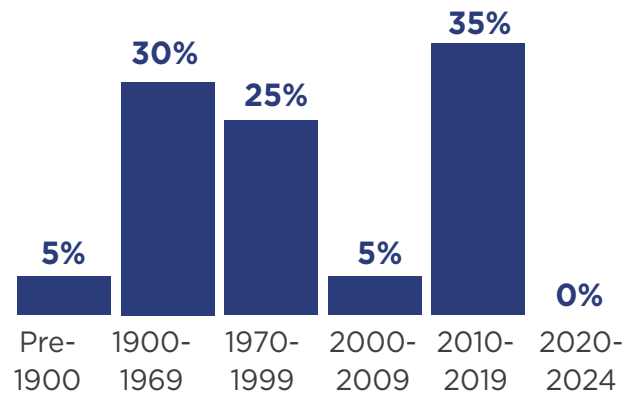
Business Establishment Dates:



the businesses surveyed were **established at their current location.** (n=19)

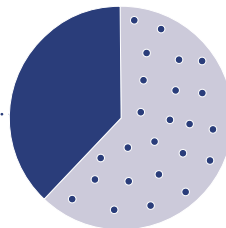


the businesses surveyed were **established.** (n=20)

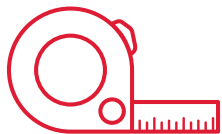


Business Spaces:

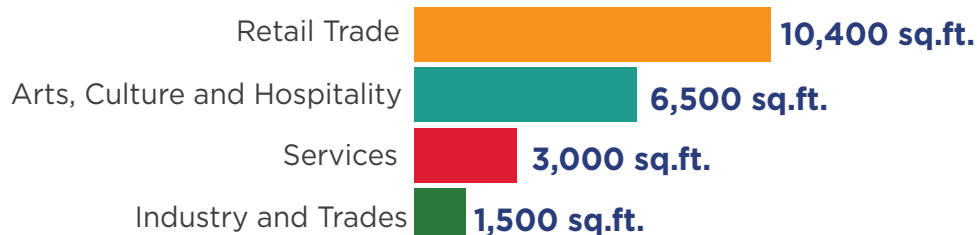
38% of businesses surveyed **lease** their site.



62% of businesses surveyed **own** their site. (n=14)



Total square footage covered by businesses surveyed (n=9):
21,400 sq. ft.

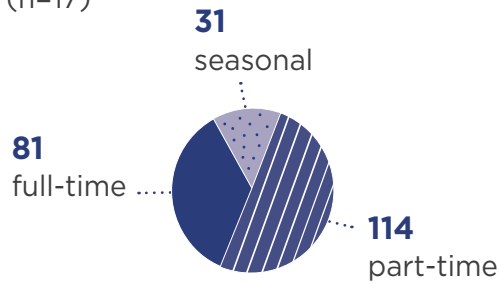


About the Employees



Total number of employees per business surveyed:

(n=17)

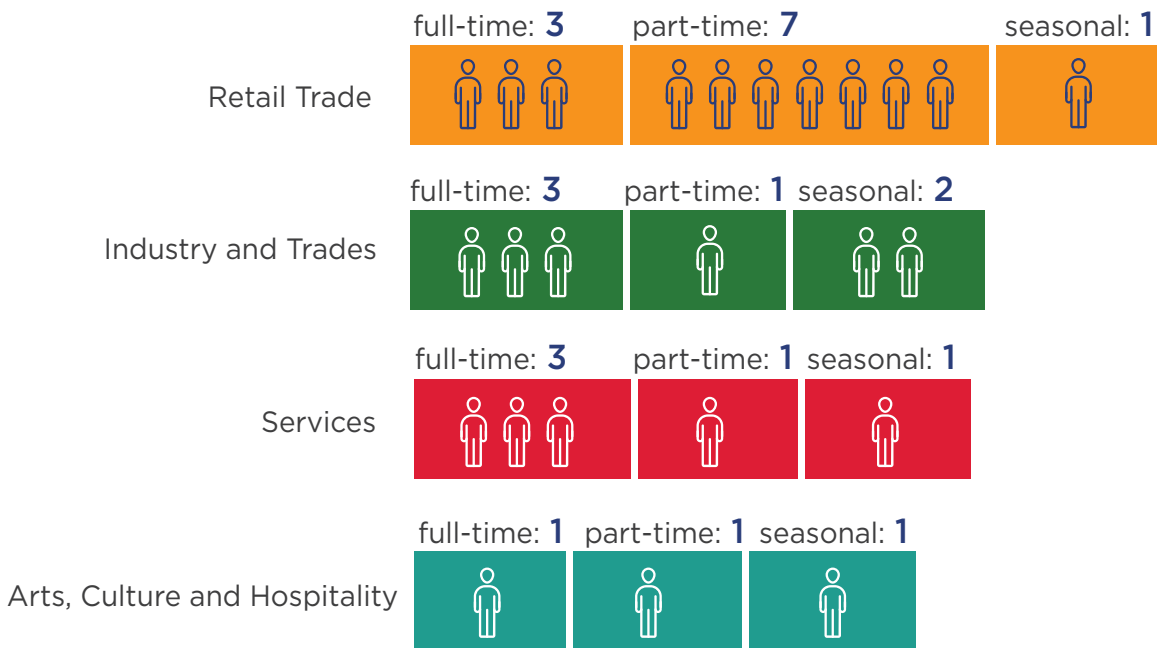


226 total employees reported by businesses surveyed.



48% of businesses surveyed reported a **skills shortage** (n=21)

Average employee count by sector: (n=17)



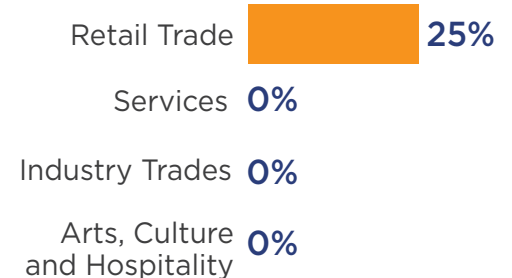
Future Plans



Hiring:
38% of businesses surveyed **plan to hire in the future.** (n=21)

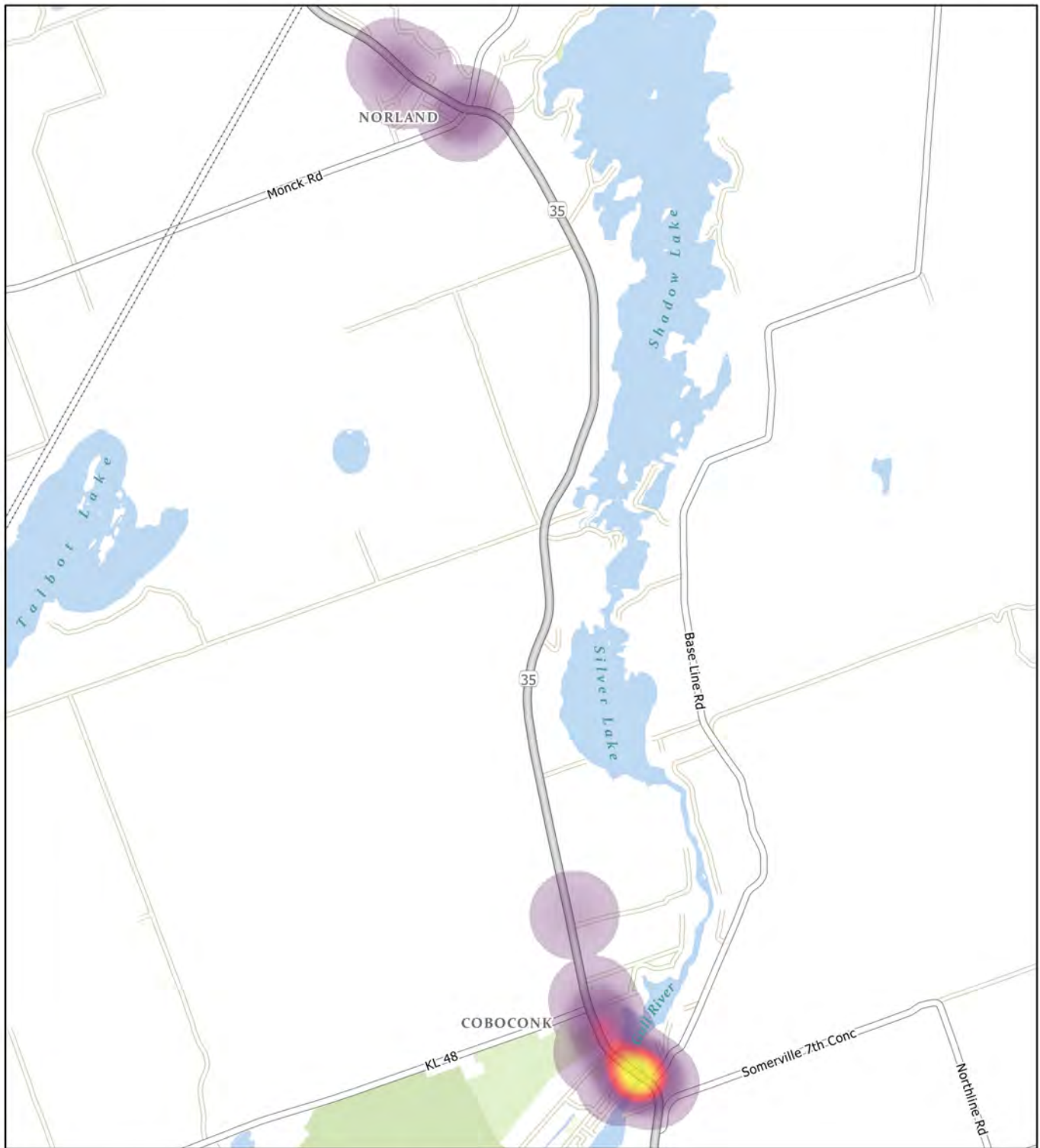


Expanding:
10% of businesses surveyed **plan to expand their floor space.** (n=20)



Coboconk and Norland Heat Map

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For more information, please visit:

www.kawarthalakes.ca



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Committee of the Whole Report

Report Number: ED2025-011
Meeting Date: April 8, 2025
Title: **Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon (Bobcaygeon Town Hall)**
Description: Proposed heritage designation of 55 Main Street under Part IV of the Ontario Heritage Act
Author and Title: Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report ED2025-011, **Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon (Bobcaygeon Town Hall)**, be received;

That the Municipal Heritage Committee’s recommendation to designate 55 Main Street under Part IV of the Ontario Heritage Act as being of cultural heritage value or interest be endorsed;

That staff be authorized to proceed with the process to designate the subject property under Part IV of the Ontario Heritage Act, including the preparation and circulation of Notices of Intention to Designate, consultation with the property owner and preparation of the designating by-laws; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The City of Kawartha Lakes designates properties under Part IV of the Ontario Heritage Act. Properties are recommended for designation by their owners, members of the public, local organizations, the Municipal Heritage Committee, Council or staff. Properties proposed for designation are reviewed by the Municipal Heritage Committee, as required by subsection 29(2) of the Ontario Heritage Act, and their recommendation is brought forward to Council under the cover of a staff report.

55 Main Street, also known as Bobcaygeon Town Hall, was constructed in 1874 as the original town hall and municipal building for Verulam Township and, later, the Village of Bobcaygeon. It forms part of the historic development of Bobcaygeon's Market Square. The property is currently listed on the City's Heritage Register. Although there was initially no intention by staff to designate this building under Part IV of the Ontario Heritage Act, amendments to the Ontario Heritage Act made through Bill 23, More Homes Built Faster Act (2022) now require municipalities to designate listed properties or remove them from the Register within two years of the amendments coming into effect. Practically, this means that, in order for municipalities to provide heritage protection to its cultural heritage resources as is required by provincial land use planning policy, they must be designated under Part IV of the Act. The amendments came into effect on January 1, 2023. Recent amendments to the Act have extended the deadline to designate properties by an additional two years to January 1, 2027.

55 Main Street has been prioritized as an important historic municipal building in Bobcaygeon. It has a high degree of architectural and historic value as the former Bobcaygeon Town Hall. It is also a key building block in the cultural historic landscape of Bobcaygeon's Market Square. The designation of this property would provide controls for future development on the subject property itself as well as on adjacent properties and give Council and staff additional tools to ensure compatibility with the existing fabric of the historic community of Bobcaygeon when reviewing and approving new development. This property was identified by staff and the Municipal Heritage Committee as a priority property as part of the broader landscape of Market Square. Initially, the Committee's intention was to initiate the development of a heritage conservation district in the Market Square area which would have included this property within its boundaries, as there is a significant collection of historic buildings around the square which form a cohesive and important cultural heritage landscape. However, the development of a heritage conservation district study and plan require significant staff

time and resources which are currently not available within existing staff capacity. In order to respond to provincial direction regarding listed properties, the Committee has decided that it is most appropriate to concentrate on the individual designation of listed properties in this area to focus research on individual properties and consult with property owners one-on-one as opposed to within the broader public consultation process required to develop a heritage conservation district. Staff are supportive of this approach. Staff have undertaken a site visit to and heritage evaluation report about the property and have determined that the property is eligible for designation under Part IV of the Act.

At its meeting of March 6, 2025, the Kawartha Lakes Municipal Heritage Committee reviewed the heritage evaluation report for this property and adopted the following resolution:

KLMHC2025-030

Moved By S. McCormack

Seconded By K. Virag-Cavanagh

That Report KLMHC2025-021, **Proposed Heritage Designation of 55 Main Street, Village of Bobcaygeon**, be received;

That the designation of the property known municipally as 55 Main Street be endorsed; and

That the recommendation to designate the subject property be forwarded to Council for approval.

Carried

This report addresses that direction.

Section 29 of the Ontario Heritage Act provides that, upon consultation with its municipal heritage committee, and after serving a Notice of Intention to Designate pursuant to the requirements of the Act, the Council of a municipality may pass a by-law designating a property within the boundaries of the municipality to be of cultural heritage value or interest if it fulfils the criteria for designation under the Act, as identified in Ontario Regulation 9/06. Both staff and the Kawartha Lakes Municipal Heritage Committee are satisfied that the subject property fulfils the criteria for designation set out under Ontario Regulation 9/06.

Rationale:

Ontario Regulation 9/06 identifies the criteria for determining the cultural heritage value of a property. Under this regulation, a property may be designated under Part IV, s.29 of the Ontario Heritage Act if it meets at least two of the following criteria:

1. The property has design value or physical value because it:
 - a. is a rare, unique, representative or early example of a style, type, expression, material or construction method,
 - b. displays a high degree of craftsmanship or artistic merit, or
 - c. demonstrates a high degree of technical or scientific achievement.

2. The property has historical value or associative value because it:
 - a. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,
 - b. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or
 - c. demonstrates the work of an architect, artist, builder, designer or theorist who is significant to the community.

3. The property has contextual value because it:
 - a. is important in defining, maintaining or supporting the character of the area,
 - b. is physically, functionally, visually or historically linked to its surroundings, or
 - c. is a landmark.

Amendments made to the Ontario Heritage Act under Bill 23 require a property to meet two or more criteria in order to be eligible for designation. 55 Main Street fulfils multiple criteria under Ontario Regulation 9/06 and is therefore eligible for designation under Part IV of the Act. A heritage evaluation report has been prepared for this property which outlines its significance and demonstrates which criteria it fulfils. This report is attached as Appendix A. A statement of significance for the property as required by the Act, which summarizes the property's cultural heritage value and reasons for designation, can be found below.

55 Main Street Statement of Significance

Design and Physical Value

55 Main Street has design and physical value as a representative example of a late nineteenth century small-town municipal building. Constructed in 1874, it demonstrates prevalent patterns in rural and small-town municipal buildings seen in the final quarter of the nineteenth century. While government buildings in larger centres were often large and architecturally complex structures, government structures in smaller communities were built on a smaller scale with less ornate details and designs, while nevertheless utilizing current architectural trends and stylistic features. The architecture of the subject property, which was constructed as the Verulam Township Hall, is demonstrative of the types of municipal buildings constructed in Ontario in the Victorian style and its key features such as polychromatic brickwork, a steeply pitched roof and belfry.

Historical and Associative Value

55 Main Street has historical and associative value as the former Bobcaygeon Town Hall. The building was constructed in 1874 as a new town hall for the Township of Verulam and, after the incorporation of Bobcaygeon as its own separate village, was used by both municipal Councils for council meetings, as well as other community gatherings. The property yields information regarding the history of municipal government in Bobcaygeon and Verulam Township and the growth of local government in the nineteenth and twentieth centuries prior to their amalgamation as part of the City of Kawartha Lakes in 2001.

Contextual Value

55 Main Street has contextual value as part of the historic landscape of Bobcaygeon's Market Square. Located on the north side of the Bobcaygeon River on the main land, Market Square developed as part of the original town site of Rokeby and is currently characterized by a collection of commercial and institutional buildings clustered around a central square, including the subject property which maintains and supports its historic character with regard to the street pattern and layout that is distinct from the rest of the village. It is historically and visually linked to its surroundings as part of the development of Market Square as a distinct commercial area and public square in the nineteenth century for the northern part of the community. It is a local landmark as the original Bobcaygeon Town Hall.

Consultation with Property Owners

The Ontario Heritage Act requires the City to notify and consult with the owner of any property being proposed for designation prior to the passage of a designating by-law. Formal consultation is initiated with the issuance of a notice of intention to designate by Council resolution. Property owners are sent a letter and an information package informing them of the proposal to designate their property and encouraging them to engage with the process and to inform them that they are able to object to the designation if they so choose. Different owners choose to have different levels of engagement with the process, but all owners of properties proposed for designation are notified in accordance with the processes outlined in the Act. Staff may not issue a notice of intention to designate and initiate the formal consultation process without direction from Council. The formal consultation process also includes the issuance of a public notice and invitation for the general public to comment on and object to the proposed designation. Should an objection be received from the property owner or a member of the public, the objection will be presented to Council under the cover of a staff report for consideration.

Provincial Policy Conformity

Provincial Planning Statement, 2024

The new Provincial Planning Statement (PPS) sets the policy foundation for development and land use planning in Ontario. The policy intends to balance the need for growth and economic development in Ontario's communities with the need for ensuring a high quality of life, public safety and health, and the conservation of natural and cultural heritage resources, noting that "Cultural heritage and archaeology in Ontario will provide people with a sense of place." Section 4.6 (Cultural Heritage and Archaeology) requires municipalities to identify and conserve heritage properties as part of the land use planning process. The PPS states that "Planning authorities are encouraged to develop and implement b) proactive strategies for conserving significant built heritage resources and cultural heritage landscapes."

Significant built heritage resources, as defined by the PPS, are those which have been determined to have cultural heritage value or interest as established by the criteria under the Ontario Heritage Act. These criteria are outlined by Ontario Regulation 9/06. The City is currently in the process of implementing its strategy to conserve listed built heritage resources in Kawartha Lakes through designation under Part IV of the Act

which aligns with the direction in the PPS. The subject property has been evaluated based on the criteria under Ontario Regulation 9/06 and has been found to fulfil those criteria and, therefore, is a significant heritage resource within the municipality for which designation under Part IV of the Act is an appropriate conservation strategy.

City of Kawartha Lakes Official Plan (2012)

The City of Kawartha Lakes Official Plan was amended in 2017 to include strengthened cultural heritage policies. Official Plan Amendment 26 outlined those amendments.

Three of the heritage policies speak directly to the conservation of individual heritage properties:

- a) Cultural heritage resources of significant cultural heritage value or interest shall be identified, protected and conserved.
- e) The City shall use the tools available to it under the Municipal Act, the Planning Act, the Environmental Assessment Act, and the Ontario Heritage Act to conserve cultural heritage resources.
- f) Cultural heritage resources shall be maintained in situ and in a manner that prevents deterioration and conserves the identified cultural heritage values or interest and/or identified heritage attributes of the cultural heritage resource.

The City's policies require it to conserve cultural heritage resources, and designation under Part IV of the Ontario Heritage Act is a tool for doing so. In this case, the subject property has been found to have cultural heritage value through evaluation, and individual designation is the most appropriate method for ensuring its conservation.

Other Alternatives Considered:

There are no recommended alternatives. Amendments to the Ontario Heritage Act now require municipalities to review and designate their listed properties and the City is required to follow provincial direction.

Alignment to Strategic Priorities

The designation of property under Part IV of the Ontario Heritage Act supports the following goals from the Council-adopted Strategic Plan 2024-2027:

- A Vibrant and Growing Economy

The designation of property under the Ontario Heritage Act is a core function of the heritage planning program offered as part of the City's economic development and business development programming which has been identified as one of the priority area's action items.

The designation of property also aligns with the strategic direction contained in the 2025-2029 Economic Development Strategy. It advances Objective 4.4. (Lead, partner and foster heritage conservation) where the conservation of historic property through designation is identified as an action item to support Strategic Priority 4: Invest in Places of Economic and Cultural Activity.

Financial/Operation Impacts:

There will be costs associated with the provision of public notice and for the registration of the designation by-law associated with property which are included in the 2025 Heritage Planning budget.

It is possible that there will be additional legal fees if there is an owner-initiated appeal to the Ontario Land Tribunal as the property is privately owned. There is also the potential for third-party appeals of the designation to the Ontario Land Tribunal; however, appeals of this nature are rare.

Consultations:

Municipal Heritage Committee.

Statutory notices to owners under the Ontario Heritage Act are issued once Council has issued a resolution to issue a Notice of Intention to Designate under subsection 29(3) of the Act. The issuance of a Notice of Intention to Designate triggers the formal consultation process with the property owner(s) and the general public.

Attachments:

Appendix A – Heritage Evaluation Report: 55 Main Street



Adobe Acrobat
Document

Department Head e-mail: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

55 Main Street, Village of Bobcaygeon (Bobcaygeon Town Hall)

Heritage Designation Evaluation

Village of Bobcaygeon

PLAN &) PT LOTS 2 & 3 ED OF;MAIN ST

2025



Statement of Cultural Heritage Value or Interest

The subject property has been researched and evaluated in order to determine its cultural heritage significance under Ontario Regulation 9/06 of the Ontario Heritage Act R.S.O. 1990. A property is eligible for designation if it has physical, historical, associative or contextual value and meets any two of the nine criteria set out under Regulation 9/06 of the Act. Staff have determined that 55 Main Street has cultural heritage value or interest and merits designation under the Ontario Heritage Act.

1. The property has design value or physical value because it:

i. is a rare, unique, representative or early example of a style, type, expression, material, or construction method:

The property is a representative example of a late nineteenth century small town municipal building. The structure includes a range of features that drawn on late Victorian architectural styles including its polychromatic brickwork, quoins, window and door surrounds, and belfry.

ii. displays a high degree of craftsmanship or artistic merit:

The property displays a typical degree of craftsmanship for a building of this type.

iii. demonstrates a high degree of technical or scientific achievement:

There are no specific technical or scientific achievements associated with this property.

2. The property has historical or associative value because it:

i. has direct associations with a theme, event, belief, person, activity, organization, or institution that is significant to the community:

The property has direct historical associations with the history of local government in Verulam Township and Bobcaygeon as the former Verulam Town Hall. The building was constructed in 1874, two years prior to Bobcaygeon's formal incorporation as a village in 1876. The property demonstrates the growth of local government in rural Ontario, and Bobcaygeon specifically, in the second half of the nineteenth century.

ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture:

The property yields information regarding the history of local government in Bobcaygeon and Verulam Township as its former town hall.

iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to the community:

The designer and builder of the property is not known.

3. The property has contextual value because it:

i. is important in defining, maintaining or supporting the character of an area:

The property maintains and supports the historic character of Bobcaygeon's Market Square. Located on the north side of the Bobcaygeon River on the main land, Market Square developed as part of the original town site of Rokeby and is currently characterized by a collection of commercial and institutional buildings clustered around a central square, of which the subject property is one, that is distinct from the grid pattern and main street pattern found on the main island of the village.

ii. is physically, functionally, visually, or historically linked to its surroundings:

The property is historically and visually linked to its surroundings as part of Market Square which developed throughout the nineteenth century as a public square and commercial hub for the north side of the community. The Square continued to be marked by a cluster of commercial and institutional buildings facing the square which date from the nineteenth to early twentieth centuries.

iii. is a landmark.

The building is a landmark for its longstanding role as a community building and gathering space, first as in its role as the local town hall and then through its later uses as the fire hall, Women's Institute and Lions Club.

Design and Physical Value

55 Main Street has design and physical value as a representative example of a late nineteenth century small-town municipal building. Constructed in 1874, it demonstrates prevalent patterns in rural and small-town municipal buildings seen in the final quarter of the nineteenth century. While government buildings in larger centres were often large and architecturally complex structures, government structures in smaller communities were built on a smaller scale with less ornate details and designs, while nevertheless utilizing current architectural trends and stylistic features. The architecture of the subject property, which was constructed as the Verulam Township Hall, is demonstrative of the types of municipal buildings constructed in Ontario in the Victorian style and its key features such as polychromatic brickwork, a steeply pitched roof and belfry.

The original municipal buildings in Upper Canada, later Ontario, came about in the first half of the nineteenth century as local government was slowly established throughout the province. Prior to 1850s, when comprehensive legislation was introduced at the provincial level to provide direction and regulation municipal operations, local governments operated on a hodgepodge of legislation and regulation with varying degrees of control at a local level to collect taxation, provide services and enforce rules within a community. These early municipal governments were primarily concentrated in larger centres, such as Toronto – then York – Kingston, and Hamilton, which erected some of the first municipal government buildings in the province.

These buildings were erected due to a need to house the officials of municipal government. Prior to this, most government operations, except for those of the provincial government, took place in courthouses which also developed in many communities in the first half of the nineteenth century. The focus of courthouses, however, was very specifically legal judgement and enforcement, and many also contained jail spaces, either attached or in close proximity to the courthouse building, making them unsuitable for other local functions; many were also situated at a distance from the town centre, which was also not seen as desirable by local officials. Town halls were to be public, accessible buildings, and use of an existing courthouse did not always fit this need, making purpose-built structures required. The passage of the first Municipal Act in 1849 further emphasized the need for structures specific to the provision of municipal administration as the framework was established for the consistent creation of local governments at city, county and township levels across the province; the passage of this act and the regularization of municipal governance across the province created a boom in construction.

It was widely understood that these new local government buildings had a number of key roles in community life and their architecture was required to reflect this. On one hand, these structures needed to provide spaces for the

basic functions of municipal government, such as Council meetings and administrative offices. However, structures of these type were also widely used during the nineteenth century as assembly and performance spaces by community groups and their design and construction also needed to take that function into account. Occasionally, these buildings were actively designed to account for a broad array of uses and were actually intended as multi-purpose buildings, with separate spaces for uses as diverse as markets, auditoriums, and fire stations, along with administrative offices and council chambers. More broadly, these structures were fundamentally public buildings and needed to be both distinguishable and accessible to local citizens in order to facilitate the some of the core activities of community life.

Many early municipal buildings, both before and after the passage of the Municipal Act, were constructed in the Classical style popular during the first half of the nineteenth century. Often based on a Palladian-inspired plan, these buildings integrated Classical design elements, such as column, porticos, cupolas and rusticated quoins, into symmetrical and balanced plans. This was also the style favoured for other government buildings, including courthouses and reflected the general understanding of the period that Classical architecture was most suited for the buildings of government because it conveyed order, balance and dignity; it was also directly associated with the origins of democracy because of the source of the style in ancient Greece and Rome. The preference for this style endured, although by the later decades of the century, architects, and by extent the municipal governments that employed them, had begun to experiment with other dominant architectural style, resulting in a diverse array of late nineteenth and early twentieth century municipal buildings across the province.

Whatever the stylistic execution, however, these structures needed to fulfil a number of key functions. The first was the practical and administrative functions of municipal government and the other, associated community uses of the buildings. The other was to display a sense of civic pride and achievement through prominent and often monumental buildings. Town hall buildings were viewed as structures which physically and visually demonstrated the prosperity of a community and were intended to be a lasting monument to the town's local government to be used for years to come. Many local councils intended their buildings to be local, and sometimes regional, landmarks which emphasized civic pride and the accomplishments of local government. As a result, many of these buildings were excessive for their purpose and vastly overstretched the financial and material resources of the community; Victoria Hall in Cobourg (1856-60) is a well-known example where a substantial and monumental Classical structure was erected for a mid-sized town and far exceeded the needs and finances of the community in the mid-nineteenth century. Despite the practical and financial implications, however, it exemplified the approach to municipal architecture throughout the nineteenth

and early twentieth century which was to create a unique and distinguishable public business to both represent and facilitate the business of government within local communities.

Rural municipal buildings, however, while needing to fulfil the same requirements generally as their urban counterparts, were very different structures. While urban centres were able to create substantial architectural monuments, this was simply not feasible for small rural townships and villages that did not have the financial resources or the need to do so. While the complexity of local government in urban centres vastly increased throughout the second half of the nineteenth century as urban dwellings demanded increasing numbers of publicly funded services, the role of local government in rural areas remained substantially less complex and most municipal buildings reflected this. In most rural areas, the roles of mayor and councillor were part-time positions, and the number of municipal staff was very low; often there was only a township clerk as the local government's full-time employee and even the clerk was sometimes a part-time role alongside part-time treasurers, roads overseers, and tax collectors. As a result, the spatial needs of rural township governments were substantially less than their urban equivalents and buildings were constructed to reflect this reality.

A typical plan for rural township halls emerged quickly in the second half of the nineteenth century. These structures were generally built on a simple rectangular plan similar to a school house or small church. The interior was often only one room, although sometimes small offices were included for the township clerk. The primary room was arranged as a public meeting hall often with a raised platform at one end for council and seating for the public; as these buildings often also doubled functionally as performance spaces and this layout was easily adaptable for this use. As municipal functions increased in size and complexity throughout late nineteenth and twentieth century, these structures were sometimes replaced by larger dedicated municipal buildings while the older town hall remained as a gathering space; in many cases, however, they were expanded and modified as needed with additions and changes to interior arrangements.

From a stylistic perspective, these types of structures were fairly diverse and the architectural style they employed was often determined by when they were constructed with Classical motifs more popular in the early to mid-nineteenth century, Victorian elements taking over throughout the second half of the century, and a shift to Romanesque or Edwardian Classical forms by the turn of the century. Like their urban counterparts, rural township buildings tended to adhere to the popular stylistic forms of the day but, in keeping with the size of the buildings and financial resources of the community, were vastly less ornate and usually consisted of a few stylistic features pasted on a very simple building. Ancaster Town Hall (1870) is one of the more ornate examples

of this type of construction, integrating a range of Classical elements, such as columns, return eaves and a cupola, on what is effectively a rectangular box.

Although these buildings were still usually distinguishable architecturally from other rural buildings, some rural municipal buildings strongly resembled other types of institutional structures, particularly school houses. That they were constructed using a variety of architectural styles occasionally made it more difficult to differentiate between these new municipal buildings and other institutional architecture. However, their role as the seat of local government was emphasized not just by their architecture but also by their location. When constructing their new municipal buildings, councils generally wanted them to be located in a place that was a central hub for the local community to make them more easily accessible to the public. Most rural township halls were constructed in the township's largest settlement and commercial hub and were located in a prominent central place in that community. Not only did this make the township building accessible for people from the surrounding rural areas and hamlets, who would come into the larger centre for a variety of reasons, but also placed the structure in a position of prominence at the centre of community life.

The subject property was constructed in 1874 as the township hall for the Township of Verulam. At this time, Bobcaygeon had not been incorporated as a separate municipal entity and the village was the township's primary settlement; even after Bobcaygeon's incorporation two years later, it remained the township's administrative centre. The building was constructed as part of the fallout from the Municipal Loan Fund and Verulam Township, although with a number of others in what is now the City of Kawartha Lakes, received grant funding from the provincial government for the construction of local infrastructure. The building was constructed at a cost of about \$1,200.

The building is two stories in height with a steeply pitched gable roof topped with a small belfry. The building is of red brick construction with polychromatic buff brick decorative features, including quoins and window and door surrounds. The date stone and signage stating "Town Hall" remain extant in the gable on the front elevation of the building. Like most buildings of this type, the building is quite simple on a basic rectangular plan with symmetrical massing and no additions or protrusions; the one exception to this is the unique covered stairway on the southwest side of the structure which is used to access the upper storey of the building from the exterior. When it was originally constructed, the building was used as Council chambers, but also as a performance space on the second floor with a stage for plays, necessitating the upstairs access. It also contained a lockup holding cell and spaces for municipal administration.

Stylistically, the building drew from the overarching Victorian institutional style. Architecture classified as Victorian is diverse and eclectic, but falls outside one of the primary, and more rigid, stylistic types of the second half of the nineteenth century, such as Gothic Revival, Italianate, or Queen Anne styles. While many architects and builders across both rural and urban Ontario chose to construct new buildings in one of the more defined architectural styles of the day, others chose to take different elements from different styles and mix them to create what is now known generically as the Victorian style; although this term is often used to refer to any building outside of the major styles constructed between about 1840 and 1900, its use extended up until around 1910, when a shift to more consciously Classical forms emerged. This high-level category generally included a mix of Classical and Gothic motifs and was, by far, the most commonly employed in residential properties, and was characterized largely by their use of polychromatic brickwork, gable roofs and decorative elements including ornate bargeboard, moulded window hoods and rounded or lancet windows to add aesthetic appeal.

However, this style was also readily adapted to institutional buildings, particularly schoolhouses and municipal buildings. These buildings, including the subject property, were often fairly simple structures, generally a rectangular footprint with symmetrical massing and the use of the Victorian style provided them with additional aesthetic appeal that was not expensive to execute. Generally, these institutional Victorian buildings included a steeply pitched gable roof and polychromatic brickwork, executed in elements such as quoins, window and door hoods, and coursing, as well as decorative elements such as small belfrys and rounded windows. The subject property fits well within this architectural type and is representative of its execution on a small-town municipal building.

The building has had limited exterior modifications since it was originally constructed, except for the ground floor on the front façade. In 1934, the Bobcaygeon Fire Hall was relocated to this location and the original central doors to enter the building removed and replaced with three garage doors for the fire vehicles to enter and exit. When the building was later taken over by the Lions Club, the garage doors were removed and the central entrance replaced in its original location and with the buff brick door surround, although it is slightly narrower than the 1874 entrance with a single, instead of double doors.

When compared to other examples of small-town municipal buildings constructed around the same time period, the subject property falls well within the typical stylistic design and massing of structures of this type. A comparable, extant example can be found in Oakwood, where the Mariposa Township Hall is located; as with Verulam Township, Mariposa Township constructed the Town Hall here as its primary settlement area. Also

constructed in 1874 as part of a broader construction program for small-town municipal buildings at this time, this example is slightly larger and more ornate than the Bobcaygeon building but contains similar stylistic features including its steeply pitched roof and polychromatic brickwork, including its window hoods. Both buildings are highly typical of late nineteenth-century Victoria institutional design and, together, these two structures demonstrate the types of buildings being constructed in small communities for their municipal governments in the 1870s.

Overall, the subject property is demonstrative of small-town municipal buildings constructed in the late nineteenth century. It is executed using key architectural features that were popular in Victorian institutional architecture at this time, including the polychromatic brickwork, belfry and gabled roof on a small scale and with limited decorative features. It is a representative example of this type of building in Kawartha Lakes, built for the local governments of its former municipalities.

Historical and Associative Value

55 Main Street has historical and associative value as the former Bobcaygeon Town Hall. The building was constructed in 1874 as a new town hall for the Township of Verulam and, after the incorporation of Bobcaygeon as its own separate village, was used by both municipal Councils for council meetings, as well as other community gatherings. The property yields information regarding the history of municipal government in Bobcaygeon and Verulam Township and the growth of local government in the nineteenth and twentieth centuries prior to their amalgamation as part of the City of Kawartha Lakes in 2001.

Verulam Township was first surveyed in 1831 and the first settlers arrived in the Township the following year. At the time of the survey, a village and mill site were reserved on Lot 16 in Concession 10 on the north side of the Bobcaygeon River. Initially named St. Albans, after the English village, the name was changed the following year by Lieutenant Governor John Colborne to Rokeby, named after Rokeby Park in England's County Durham. At the same time, lot 15 to the south of the townsite was purchased from George Boulton, an early speculator, by Thomas Need, an Oxford-educated son of an English country landowner and magistrate. The land Need purchased included the islands to the south of the government townsite and he quickly set about establishing a saw mill on the river, as well as surveying a new village site with the assistance of surveyor John Read. This site, along with the original government site, would eventually become Bobcaygeon.

Administratively, Verulam Township was first governed as part of the Newcastle District which was formed in 1798 including townships of part of what is now Northumberland County, Durham County and later Peterborough and Victoria Counties as they were surveyed throughout the early decades of

the nineteenth century; the northern part of the district was later detached to form the Colborne District that largely consisted of Peterborough and Victoria Counties. By 1850, a separate municipal Council had formed for the United Counties of Verulam, Fenelon, and Bexley and which met for the first time on January 21, 1850. These townships eventually split off to form their own governments as their populations grew throughout the 1850s.

The creation of this system of government was established through the Municipal Corporations Act, also known as the Baldwin Act after its primary author Robert Baldwin, in May 1849. The Act established a system of local government pertained to the entirety of Ontario, then Upper Canada, and effectively recognized two important pillars of local governance: first was that counties, as opposed to the older districts, were established as upper tier governments with responsibilities within their geographic bounds and second, local townships were recognized a unit of municipal government in rural areas. The Act was a major shift in how local municipalities were governed; prior to its passage, local areas were governed with a hodgepodge of local powers and organization based on a range of older legislation beginning with the District Councils Act in 1791. In contrast, the Act was comprehensive in its application and provided clear direction for elections and local powers. Where this had the most impact was in rural areas; most urban areas in the province were more or less governed with structured local governments by the mid-century, but local powers in rural areas were less defined. For rural townships, therefore, the Act introduced a clear system of local governance that allowed for local townships to pass by-laws, collected tax levies and provide local services, as well as their relationship with the upper tier county, although then, as now, provincial legislation limited and defined the powers that local councils could have.

The creation of a township Council in Verulam corresponded directly with this legislation. Through the clarification of what powers local areas had and how they were divided between upper and lower tier municipalities, townships such as Manvers had clear direction for local governance. The foundations of government proceeded quickly. In 1850, the township Council, which included Verulam, Fenelon and Bexley, elected councillors for five wards. Of these councillors, only two – James W. Dunsford and Jabez Thurston – were from Verulam Township, while the other three – John Langton, William Suddaby and Sam Brock – were from Fenelon. John Langton was elected as Reeve by the Council and their first meeting was held on January 21, 1850 in Fenelon Falls.

The functions of local government in the nineteenth century were fairly limited and this is reflected in the Council minutes and by-laws from 1850 onwards. By-laws included the appointment and remuneration of township officers, such as the treasurer and clerk, direction regarding assessment and taxation, the regulation of domestic animals, the construction of highways and sale of lumber and stone from road allowances, and the dispersion of funds for public

schools in the township. Additional items addressed by the Council throughout the late nineteenth century include the regulation of liquor and taverns, funding of infrastructure including bridges and wharfs, the purchase of fire equipment, the regulation of drains and watercourses, and providing grants to local organizations, namely the Agricultural Society. This was effectively the limit of what township councils were allowed to do at this time under the provisions of the Municipal Act at this time which limited the powers of different sizes and types of municipalities.

Under the Municipal Act, townships were also allowed to erect new town halls, which Verulam Township did in 1874. It is not entirely clear where the Council met prior to its construction. The new town hall was funded not by local taxpayers, but rather by the province. In 1852, the provincial government, then the government of the Upper Canada, established the Municipal Loan Fund to allow the newly forming municipal governments across the country to borrow at the same interest rates as the central government; this was largely intended to fund infrastructure projects, including railways. Over the next two decades, municipalities across the province borrowed at a steady rate, including for town halls. Many municipalities borrowed huge sums of money to build new civic buildings, plunging them into significant debt that many could not repay. By 1873, the government had to move to abolish the fund in order to limit municipal borrowing and, in doing so, took over municipal loans that had been unpaid.

However, in the spirit of fairness, the province also provided grants to municipalities that had not borrowed from the fund. Many municipalities who received the funding used them to build new or to complete in progress town halls, resulting in a substantial building boom of civic buildings between about 1873 and 1875. This included Verulam Township which received a grant of \$4,600 in 1874 from the province. A large portion of this grant was allocated for the construction of a new town hall near Market Square. Land was purchased from William Snowdown on the east side of Market Square for \$1. The new hall was not entirely intended for only the Council's use as it was much larger than was actually required, but was also intended to house a market, a holding cell, and performance space on the upper level. This type of multi-use municipal building was extremely common at this time and the construction of municipal buildings that included facilities such as performance spaces continued well into the twentieth century. In this way, the building was not only intended to be a centre for township governance and administration, but also a community hub for Bobcaygeon and the surrounding rural area.

The site for the new hall was chosen to be in Bobcaygeon as the township's primary settlement. By the mid-1870s, Bobcaygeon had a population of around 1,000 people and was by far the largest community in Verulam Township; it was accessible from both parts of the township on either side of Sturgeon

Lake. The community had grown rapidly throughout the 1860s and 1870s as the lumber industry brought substantial economic growth to the area with the expansion of the Boyd Lumber Company and associated local mill, and by extension, the growth of other local businesses and services, particularly supporting the agriculture and tourism sectors. The construction of the new town hall in this location made sense, making it both the economic and administrative hub of the township.

However, in 1876 just two years after the hall was built, Bobcaygeon incorporated as a village and a separate municipal entity from Verulam Township. At this time, communities which reached a population of 1,000 people were allowed to incorporate as their own communities and Bobcaygeon reached this population milestone – its nineteenth century peak – in the mid-1870s. The decision to separate from the township had several advantages for the growing village. It allowed the new Bobcaygeon Council to focus solely on issues related to the town, many of which, such as its major industrial growth, were very different from those in the rural parts of the township. However, and more importantly, village Council had great powers than their township counterparts to allow them to address challenges specific to growing population centres, particularly around fire inspections, public health, public cemeteries, and the regulation of markets.

Despite the separation of the township into two municipal entities, Bobcaygeon remained Verulam's township seat and the Council continued to meet there. It appears that both Councils and municipal employees continued to use and share the Verulam Town Hall which quickly became known as the Bobcaygeon Town Hall. For the new Village of Bobcaygeon, this proved a financial savings as they did not have to construct a new municipal administration building for the newly incorporated municipal government. It also made sense administratively; although the two municipal governments had separate Council and staff, they often acted in concert over shared matters. Similarly, unlike contemporary municipalities, late nineteenth century municipal governments had very few staff and their Councils did not meet on as regular a basis, meaning that less physical space was needed for meetings and administrative which made sharing a building easier. In 1900, Verulam Township sold the building to the village for \$1,200 with the agreement that the township Council would continue to use it which they did.

The building continued to serve municipal needs for most of the twentieth century. In 1934, the ground floor of the building was converted into the fire station when the village's original 1890 fire hall was demolished. During this time, the building was also used for the local Women's Institute which met in the back of the building. Finally, in 1959, both Councils and municipal administrations moved out of the old town hall and into the former Boyd Lumber Company offices which had been donated by Sheila Boyd for the

Bobcaygeon Public Library but which were transferred from the Boyds into the joint ownership of the Village of Bobcaygeon, the Township of Verulam and the Bobcaygeon Public Library Board. In 1990, the village finally sold the original town hall to the Lions Club which continues to occupy the building which serves as the Lions Hall. When the City of Kawartha Lakes was created in 2001, the Township of Verulam and Village of Bobcaygeon had already amalgamated into a single municipality, but no longer occupied or used this structure and it continued in the ownership of the Lions Club

The subject property is an important historic structure in Bobcaygeon for its role as the former town hall for both Verulam Township and the Village of Bobcaygeon. The property has direct historical associations with the history of local government in Bobcaygeon through this historic role and yields information regarding the development of the local municipal governments for both Verulam Township and Bobcaygeon from the mid-nineteenth century onward. It has also served as an important community building through its role as the town hall to its present role as the Lions Hall.

Contextual Value

55 Main Street has contextual value as part of the historic landscape of Bobcaygeon's Market Square. Located on the north side of the Bobcaygeon River on the main land, Market Square developed as part of the original town site of Rokeby and is currently characterized by a collection of commercial and institutional buildings clustered around a central square, including the subject property which maintains and supports its historic character with regard to the street pattern and layout that is distinct from the rest of the village. It is historically and visually linked to its surroundings as part of the development of Market Square as a distinct commercial area and public square in the nineteenth century for the northern part of the community. It is a local landmark as the original Bobcaygeon Town Hall.

The area that is now the village of Bobcaygeon was surveyed in the early 1830s as part of the broader survey of Verulam Township at this time. As part of the survey, a village site was reserved on Lot 16 in Concession 10 on the north side of the Bobcaygeon River and named Rokeby. At the same time, Lot 15 in the same concession, which included the islands in the Bobcaygeon River, was purchased by George Boulton, then sold to Thomas Need who quickly established a saw mill in this area and set about surveying streets and lots on the island with the assistance of surveyor John Read.

The two village sites were both intended to be laid out in grid patterns, but in reality, it did not materialize in this way. An 1837 plan of Rokeby, which also shows the northern end of the main island, shows streets laid out in a grid pattern, which is consistent with the Read survey on the island, but not on the government town site which was realigned to centre around Market Square,

intended to be the commercial centre of Rokeby. This altered the alignment of the streets and removed the strict grid pattern present in the island survey, creating unique lots configurations and layouts on the main land where the subject property is located.

Market Square was intended to serve a primarily commercial purpose, but also serve as a public square with five streets - Front Street East, Front Street West, Queen Street, Joseph Street, and Main Street - emptying into it. The area was originally intended to serve as an outdoor market where farmers could sell their produce, although this function did not actually begin in the nineteenth century. However, the area quickly became a commercial hub for Rokeby and the northern part of the community. There is evidence of businesses being established in this area as early as the mid-nineteenth century and likely as early as the late 1830s in this area as the first businesses in Bobcaygeon began to open.

By the end of the nineteenth century, the area around Market Square was home to a range of small businesses encircling the square, which centred around a water fountain where local residents collected water. The 1904 Fire Insurance Map, which was prepared just six years after the subject property was constructed, shows a range of commercial properties around the square including several general stores, a grocer, livery stables, a carriage shop, carding mill and the Rokeby Hotel, which burned down the following year but was soon rebuilt. Two institutional buildings, Knox Presbyterian Church and the subject property, in its original role as the Bobcaygeon Town Hall, were also built on the square by this time.

In the present day, many of these commercial buildings have been retained, although not all of them and some of them have been converted to residential use; the two major institutional buildings also remain extant, although the subject property now served as the Lions building, as opposed to its original role as the municipal building. Some of the buildings, such as the former Cain Brothers general store which has been converted into the Bobcaygeon Inn, are heavily modified but still retain certain historic features that make them recognizable as older structures within this area of Bobcaygeon. The buildings are oriented facing the main square where there is the fountain and gardens that mark the centre of Market Square which is a defined and recognized area of the village. The area exists as a secondary commercial area, separate from Bolton Street on the main island which is the village's main commercial area. These two areas differ in their massing and layout, creating two distinct commercial spaces within the community; whereas Bolton Street is a typically historic main street with commercial buildings lining both sides of the street, Market Square is oriented in a square layout, with buildings facing the central irregular square.

55 Main Street supports and maintains the specific historic character of Market Square as one of its surviving, extant historic buildings. The majority of the historic buildings, including the subject property, are between one-and-a-half and three stories in height and built in a range of late Victorian commercial and institutional styles. Like the other buildings in this area, the property faces the square and forms part of its historic landscape. It is historically and visually linked to its surroundings as part of the development of Market Square as a distinct commercial area in Bobcaygeon beginning in the late nineteenth century where many commercial and institutional structures remain extant. It remains an important part of the overall character and landscape of the square.

In addition to its role as a contributing property to the overall character of Market Square, the property is an important local landmark as the former Bobcaygeon Town Hall. The building was constructed in 1874 as the town hall for the Township of Verulam and was an important community space for municipal administration, as well as a community gathering space in the upstairs performance space. When the municipal administration moved out to the building on Canal Street East, the building was converted into the Verulam and Bobcaygeon Fire Hall, with the Women's Institute operating from the back. The building was later taken over by the Lions Club which continues to operate out of the premises. These long-standing community uses make it a well-known and prominent building in the village and a local landmark.

Summary of Reasons for Designation

The short statement of reasons for designation and the description of the heritage attributes of the property, along with all other components of the Heritage Designation Brief, constitute the Reasons for Designation required under the Ontario Heritage Act.

Short Statement of Reasons for Designation

Design and Physical Value

55 Main Street has design and physical value as a representative example of a late nineteenth century small-town municipal building. Constructed in 1874, it demonstrates prevalent patterns in rural and small-town municipal buildings seen in the final quarter of the nineteenth century. While government buildings in larger centres were often large and architecturally complex structures, government structures in smaller communities were built on a smaller scale with less ornate details and designs, while nevertheless utilizing current architectural trends and stylistic features. The architecture of the subject property, which was constructed as the Verulam Township Hall, is demonstrative of the types of municipal buildings constructed in Ontario in the Victorian style and its key features such as polychromatic brickwork, a steeply pitched roof and belfry.

Historical and Associative Value

55 Main Street has historical and associative value as the former Bobcaygeon Town Hall. The building was constructed in 1874 as a new town hall for the Township of Verulam and, after the incorporation of Bobcaygeon as its own separate village, was used by both municipal Councils for council meetings, as well as other community gatherings. The property yields information regarding the history of municipal government in Bobcaygeon and Verulam Township and the growth of local government in the nineteenth and twentieth centuries prior to their amalgamation as part of the City of Kawartha Lakes in 2001.

Contextual Value

55 Main Street has contextual value as part of the historic landscape of Bobcaygeon's Market Square. Located on the north side of the Bobcaygeon River on the main land, Market Square developed as part of the original town site of Rokeby and is currently characterized by a collection of commercial and institutional buildings clustered around a central square, including the subject property which maintains and supports its historic character with regard to the street pattern and layout that is distinct from the rest of the village. It is historically and visually linked to its surroundings as part of the development of Market Square as a distinct commercial area and public square in the nineteenth century for the northern part of the community. It is a local landmark as the original Bobcaygeon Town Hall.

Summary of Heritage Attributes to be Designated

The Reasons for Designation include the following heritage attributes and apply to all elevations, unless otherwise specified, and the roof including: all façades, entrances, windows, chimneys, and trim, together with construction materials of wood, brick, stone, stucco, concrete, plaster parging, metal, glazing, their related building techniques and landscape features.

Design and Physical Attributes

The design and physical attributes of the property support its value as a representative example of a late nineteenth-century small-town municipal building.

- Two-storey red brick construction
- Gable roof
- Belfry
- Exterior covered stairway
- Buff brick including:
 - Quoins
 - Windows hoods and surrounds
 - Entrance hoods and surrounds
- Fenestration including:
 - Sash windows
- Central entrance
- South elevation entrance

Historical and Associative Attributes

The historical and associative attributes support the value of the property as the former Bobcaygeon Town Hall.

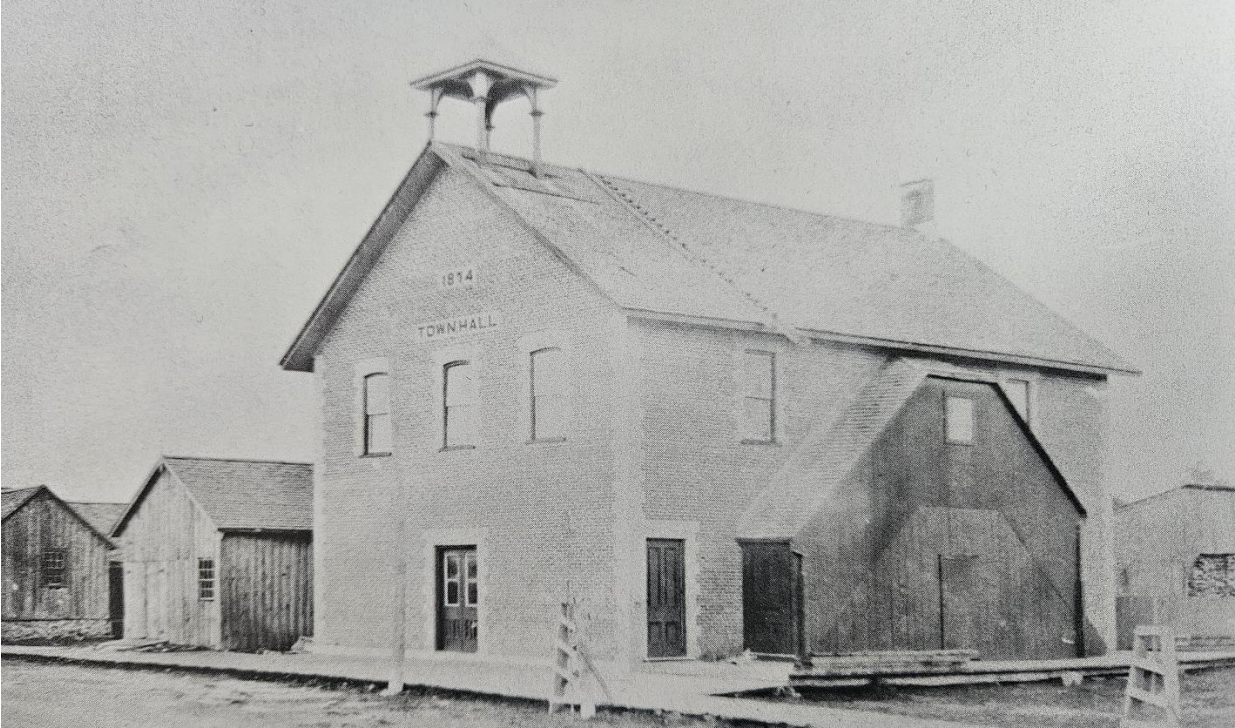
- Historic use as the Bobcaygeon and Verulam Town Halls
- “Town Hall” and “1874” signage

Contextual Attributes

The contextual attributes of the property support its value as a local landmark and as a contributing property to the historic landscape of Market Square.

- Location facing onto in Bobcaygeon’s Market Square
- Views to and from the property of Market Square and Main Street

Images



Bobcaygeon Town Hall, n.d.



Bobcaygeon Town Hall, c. 1977







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Committee of the Whole Report

Report Number: ENG2025-011
Meeting Date: April 8, 2025
Title: , Request for All-Way Stop - Mary Street West and Adelaide Street South, Lindsay
Description: Traffic Management
Author and Title: Gordon Archibald, Senior Engineering Technician

Recommendation(s):

That Report ENG2025-011 , **Request for All-Way Stop - Mary Street West and Adelaide Street South, Lindsay** be received;

That the installation of an all-way stop at the intersection of Mary Street West and Adelaide Street South, Lindsay, be approved;

That flashing red beacons be installed to provide a warning of the new all-way stop at this intersection;

That the necessary By-Law for the above recommendations be forwarded to Council for adoption; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council Meeting on January 28, 2025 Council adopted the following resolution:

CR2025-025

THAT the petition received from Charlene Bruce and Phillip Bruce, **regarding a Request for a Four Way Stop at the Intersection of Mary Street West and Adelaide Street South, Lindsay**, be received and referred to Staff for review and report back by the end of Q2, 2025.

This report addresses those directions.

Mary Street West is classified as an urban arterial road. Adelaide Street South is classified as an urban local road. Currently the intersection is a two-way stop configuration with Mary Street West as the through and having right-of-way. A map of the intersection can be seen in Appendix A.

Rationale:

Staff recognize that this intersection is on the wish list of many residents for an all-way stop. The Lindsay Recreation Complex is a major traffic generator where peak time delays at the stop control can seem excessive. As such, multiple all-way stop warrants have been performed at this location over the last 5 years, all of which failed using the available data at the time.

As part of the continued effort to monitor this intersection using up to date data, staff collected turning movement data as part of the Transportation Master Plan city-wide traffic counting portion of the contract. The resulting turning movement count for this intersection can be seen in Appendix B.

Staff used this data to complete the Ontario Traffic Manual's (OTM) All-way Stop Warrants (Appendix C) to determine if installing an all-way stop is an appropriate action. The criteria to satisfy the warrants depend on the design of the main road with arterials being the strictest to satisfy. Considering the residential density of this road, it would be using good engineering judgement to use the criteria set forth for collector roads. This takes into account greater driveway access compared to a typical urban arterial road.

All-way Stop Warrants:

The Ontario Traffic Manual (OTM) has two methods to determine if an all-way stop is warranted:

1) All-way Stop Minimum Volume Warrant (Collector)

The OTM suggests that an All-way stop control may be considered on collector roads where conditions are met for both of the following:

- a) Total hourly vehicular volume on all approaches to exceed 375 for each hour of an eight-hour period; and
- b) Combined vehicle and pedestrian volume for minor street to exceed 150 units for each hour in the same eight-hour period OR 120 units with an average delay of 30 seconds; and
- c) Volume split does not exceed 70/30 (that is the minor street volumes must not be less than 30% of the total volume entering the intersection)

The criteria for the minimum volume warrant was 80% met and therefore failed the warrant.

2) All-way Stop Collision Warrant (Collector)

An All-way stop control may be considered on an intersection with a high accident frequency. For the purpose of this warrant, a high accident frequency is an average of three collisions per year over a three-year period.

The intersection has a reported collision average of 3 collisions per year over the latest three years of available collision data. Therefore, the All-way Stop Collision Warrant is met. Collision history report can be seen in Appendix D.

As a result of the justification review carried out by staff, it is recommended that an All-way stop be installed at the intersection of Mary Street West and Adelaide Street South.

Other Alternatives Considered:

N/A

Alignment to Strategic Priorities

Providing life safety and protection, is a priority objective of the City under the Council Adopted Strategic Plan Goal of An Exceptional Quality of Life.

Financial/Operation Impacts:

Signs with installation – Approximately \$2000 through Public Works operational budget.

Beacons - Approximately \$7000 through the traffic signal capital budget.

Consultations:

Traffic Management Supervisor, CKL

Attachments:

Appendix A – Key Map



Adobe Acrobat
Document

Appendix B – Turning Movement Count Results



Adobe Acrobat
Document

Appendix C – All-way Stop Warrant Summary



Adobe Acrobat
Document

Appendix D – Collision Records Report Mary St at Adelaide St



Adobe Acrobat
Document

Department Head email: jrojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering & Corporate Assets

Department File: Engineering and Corporate Assets



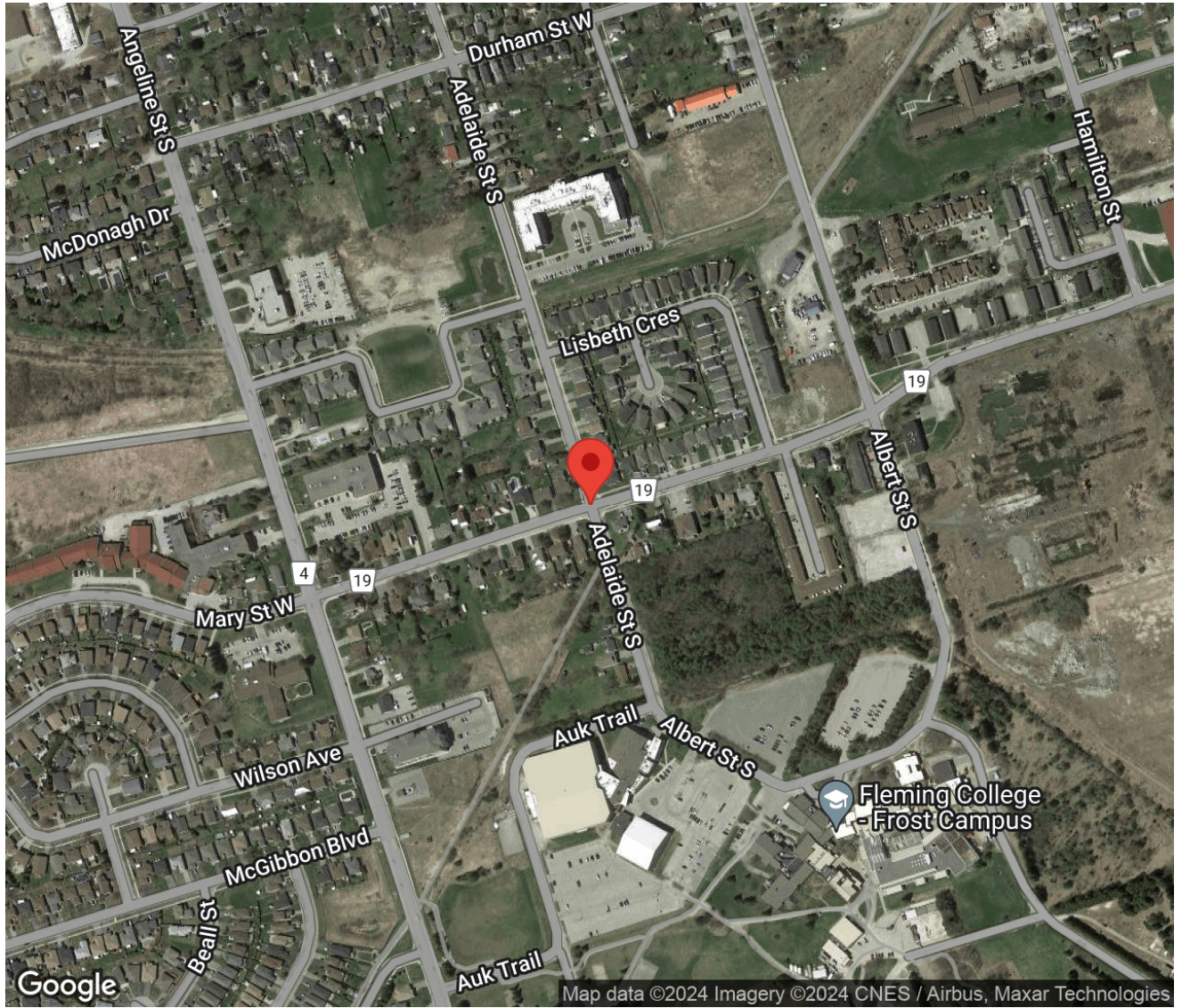
Project #24-044 - McIntosh Perry

Intersection Count Report

Intersection: Mary St & Adelaide St S
Municipality: Lindsay
Count Date: Wednesday, Feb 07, 2024
Site Code: 2404400003
Count Categories: Cars, Trucks, Bicycles, Pedestrians
Count Period: 07:00-10:00, 11:00-13:00, 15:00-18:00
Weather: Clear
Comments:

Traffic Count Map

Intersection: Mary St & Adelaide St S
Site Code: 2404400003
Municipality: Lindsay
Count Date: Feb 07, 2024



Traffic Count Summary

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

Adelaide St S - Traffic Summary

Hour	North Approach Totals						South Approach Totals						Total
	Includes Cars, Trucks, Bicycles						Includes Cars, Trucks, Bicycles						
	Left	Thru	Right	U-Turn	Total	Peds	Left	Thru	Right	U-Turn	Total	Peds	
07:00 - 08:00	13	13	11	0	37	1	4	8	5	0	17	8	54
08:00 - 09:00	17	25	26	0	68	3	8	8	13	0	29	16	97
09:00 - 10:00	15	25	11	0	51	1	10	5	18	0	33	6	84
BREAK													
11:00 - 12:00	13	19	15	0	47	1	16	21	25	0	62	10	109
12:00 - 13:00	15	22	16	0	53	5	18	16	38	0	72	11	125
BREAK													
15:00 - 16:00	23	20	22	0	65	3	20	23	50	0	93	9	158
16:00 - 17:00	17	19	10	0	46	6	31	31	38	0	100	15	146
17:00 - 18:00	12	23	9	0	44	4	22	31	26	0	79	12	123
GRAND TOTAL	125	166	120	0	411	24	129	143	213	0	485	87	896

Traffic Count Summary

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

Mary St - Traffic Summary

Hour	East Approach Totals						West Approach Totals						Total
	Includes Cars, Trucks, Bicycles						Includes Cars, Trucks, Bicycles						
	Left	Thru	Right	U-Turn	Total	Peds	Left	Thru	Right	U-Turn	Total	Peds	
07:00 - 08:00	12	121	14	0	147	4	14	138	13	0	165	11	312
08:00 - 09:00	35	177	17	0	229	7	23	191	20	0	234	6	463
09:00 - 10:00	37	141	16	0	194	2	11	166	25	0	202	5	396
BREAK													
11:00 - 12:00	29	169	10	0	208	3	13	187	12	0	212	17	420
12:00 - 13:00	20	181	7	0	208	2	12	172	11	0	195	14	403
BREAK													
15:00 - 16:00	33	235	21	0	289	5	23	228	19	0	270	14	559
16:00 - 17:00	27	209	12	0	248	10	15	206	19	0	240	21	488
17:00 - 18:00	40	182	22	0	244	4	20	175	40	0	235	15	479
GRAND TOTAL	233	1415	119	0	1767	37	131	1463	159	0	1753	103	3520

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

North Approach - Adelaide St S

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total			Total		
07:00	5	1	3	0	0	0	0	0	0	0	0	
07:15	1	1	2	0	0	0	0	0	0	0	0	
07:30	3	2	1	0	0	0	0	0	0	0	1	
07:45	3	9	5	1	0	0	0	0	0	0	0	
08:00	5	1	5	0	0	0	0	0	0	0	1	
08:15	5	5	2	0	0	0	0	1	0	0	0	
08:30	6	5	7	0	0	1	0	0	0	0	0	
08:45	1	12	11	0	1	0	0	0	0	0	2	
09:00	3	5	6	0	0	0	0	0	0	0	0	
09:15	3	4	1	0	1	0	0	0	0	0	0	
09:30	3	8	2	0	0	0	0	0	0	0	0	
09:45	4	6	2	2	1	0	0	0	0	0	1	
SUBTOTAL	42	59	47	3	3	1	0	7	0	1	0	5



Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

North Approach - Adelaide St S

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total			Total		
11:00	2	5	3	0	0	0	0	0	0	0	0	1
11:15	5	3	4	0	0	0	0	0	0	0	0	0
11:30	4	7	5	0	0	0	0	0	0	0	0	0
11:45	2	4	3	0	0	0	0	0	0	0	0	0
12:00	2	7	4	0	0	0	0	0	0	0	0	0
12:15	3	3	5	0	0	0	0	0	0	0	0	2
12:30	5	6	2	0	0	0	0	0	0	0	0	2
12:45	5	5	5	0	1	0	0	0	0	0	0	1
SUBTOTAL	28	40	31	0	1	0	0	0	0	0	0	6



Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

North Approach - Adelaide St S

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total			Total	
15:00	5	5	10	0	0	0	0	0	0	0	0
15:15	7	3	6	0	1	0	0	0	0	0	1
15:30	5	4	4	0	0	0	0	0	0	0	1
15:45	6	6	2	0	1	0	0	0	0	0	1
16:00	5	8	3	0	0	1	0	0	0	0	4
16:15	2	7	2	0	0	0	1	0	0	0	0
16:30	6	2	1	0	0	0	0	0	0	0	1
16:45	3	1	3	0	0	0	0	0	0	0	1
17:00	3	2	2	0	0	0	1	0	0	0	3
17:15	2	8	4	0	0	0	0	0	0	0	0
17:30	5	7	2	0	0	0	0	0	0	0	0
17:45	1	5	1	0	0	0	0	0	0	0	1
SUBTOTAL	50	58	40	2	4	1	0	7	0	0	13
GRAND TOTAL	120	157	118	5	8	2	0	15	0	1	24

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

South Approach - Adelaide St S

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total			Total	
07:00	1	2	2	0	0	0	0	0	0	0	0
07:15	0	3	0	0	0	0	0	0	0	0	1
07:30	1	0	0	0	1	1	0	0	0	0	4
07:45	2	2	2	0	0	0	0	0	0	0	3
08:00	1	1	3	0	0	0	0	0	0	0	2
08:15	2	2	3	0	0	0	0	0	0	0	1
08:30	2	0	3	0	1	1	0	0	0	0	7
08:45	1	4	3	0	0	0	0	0	0	0	6
09:00	4	0	2	0	0	0	0	0	0	0	1
09:15	2	2	4	0	0	0	0	0	0	0	1
09:30	0	1	5	0	0	1	0	0	0	0	0
09:45	4	1	6	0	0	0	0	1	0	0	4
SUBTOTAL	20	18	33	2	2	3	0	7	0	1	30

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

South Approach - Adelaide St S

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
11:00	2	2	0	0	0	0	0	0	0	0	2
11:15	3	2	4	0	0	0	0	0	0	0	1
11:30	2	9	8	1	0	1	0	0	0	0	1
11:45	8	8	10	0	0	0	0	0	0	0	6
12:00	11	6	12	0	0	0	0	0	0	0	3
12:15	1	4	8	0	0	0	0	0	0	0	2
12:30	4	3	12	0	0	1	0	0	0	0	3
12:45	2	2	5	0	1	0	0	0	0	0	3
SUBTOTAL	33	36	61	1	1	2	0	0	0	0	21



Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

South Approach - Adelaide St S

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
15:00	4	5	15	0	0	1	0	0	0	0	0	2
15:15	1	6	15	0	0	0	1	0	0	0	0	5
15:30	3	7	7	0	0	1	0	0	0	0	0	1
15:45	11	5	10	0	0	1	0	0	0	0	0	1
16:00	8	11	9	0	0	1	0	0	0	0	0	5
16:15	7	7	10	0	0	0	0	0	0	0	0	4
16:30	9	8	13	0	0	1	0	0	0	0	0	6
16:45	7	4	4	0	0	0	0	0	1	0	0	0
17:00	6	4	2	0	0	0	0	0	1	0	0	5
17:15	7	13	12	0	0	0	0	0	0	0	0	2
17:30	7	5	8	0	0	1	0	0	0	0	0	2
17:45	2	8	3	0	0	0	0	0	0	0	0	3
SUBTOTAL	72	83	108	0	6	6	7	0	2	0	2	36
GRAND TOTAL	125	137	202	0	3	11	18	0	3	0	3	87

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

East Approach - Mary St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	2	22	1	0	2	0	0	0	0	0	0
07:15	1	22	1	0	0	0	0	0	0	0	0
07:30	1	36	3	0	0	0	0	0	0	0	2
07:45	7	39	8	1	0	1	0	0	0	0	2
08:00	1	25	5	0	2	0	0	0	0	0	0
08:15	5	35	3	0	1	0	0	0	0	0	0
08:30	10	50	4	0	0	0	0	0	0	0	3
08:45	19	64	5	0	0	0	0	0	0	0	4
09:00	8	29	7	0	0	0	0	0	0	0	0
09:15	7	43	2	0	1	0	0	0	0	0	1
09:30	10	28	2	0	3	0	0	0	0	0	1
09:45	11	35	5	1	2	0	0	0	0	0	0
SUBTOTAL	82	428	46	2	11	1	0	14	0	0	13

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

East Approach - Mary St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
11:00	7	48	4	0	0	0	0	0	0	0	0
11:15	3	39	0	1	1	0	0	0	0	0	0
11:30	6	37	3	0	0	0	0	0	0	0	0
11:45	12	42	3	0	2	0	0	0	0	0	3
12:00	4	42	2	0	0	0	0	0	0	0	0
12:15	1	47	3	0	1	0	0	0	0	0	0
12:30	4	50	1	1	1	0	0	0	0	0	1
12:45	9	40	1	1	0	0	0	0	0	0	1
SUBTOTAL	46	345	17	3	5	0	0	0	0	0	5



Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

East Approach - Mary St

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
15:00	10	70	4	0	4	0	0	0	0	0	0	2
15:15	6	43	3	0	2	0	0	0	0	0	0	1
15:30	4	62	5	0	0	0	0	0	0	0	0	2
15:45	13	53	9	0	1	0	0	0	0	0	0	0
16:00	5	47	3	0	0	0	0	0	0	0	0	3
16:15	5	48	6	0	1	0	0	0	0	0	0	3
16:30	6	56	2	1	0	0	0	0	0	0	0	3
16:45	10	56	1	0	1	0	0	0	0	0	0	1
17:00	11	59	2	0	0	0	0	0	0	0	0	1
17:15	10	39	7	0	0	0	0	0	0	0	0	1
17:30	9	54	6	0	0	0	0	0	0	0	0	2
17:45	10	30	7	0	0	0	0	0	0	0	0	0
SUBTOTAL	99	617	55	1	9	0	0	10	0	0	0	19
GRAND TOTAL	227	1390	118	6	25	1	0	32	0	0	0	37

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

West Approach - Mary St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	2	24	1	0	0	0	0	0	0	0	0
07:15	1	30	1	0	1	0	0	0	0	0	0
07:30	4	39	3	0	2	0	0	0	0	0	7
07:45	6	41	7	1	1	1	0	0	0	0	4
08:00	4	28	1	0	1	1	0	0	0	0	1
08:15	4	31	5	0	1	1	0	0	0	0	1
08:30	7	53	5	1	2	0	0	0	0	0	0
08:45	6	65	7	1	10	0	0	0	0	0	4
09:00	3	50	3	0	2	0	0	0	0	0	0
09:15	2	29	5	0	2	0	0	0	0	0	1
09:30	5	35	3	0	1	0	0	0	0	0	0
09:45	1	44	14	0	3	0	0	0	0	0	4
SUBTOTAL	45	469	55	3	26	3	0	32	0	0	22

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

West Approach - Mary St

Start Time	Cars			Trucks			Bicycles			Total Peds					
	←	↑	↻	←	↑	↻	←	↑	↻						
			Total			Total			Total						
11:00	3	45	3	0	51	1	0	0	0	1	0	0	0	0	3
11:15	3	40	1	0	44	0	0	0	0	0	0	0	0	0	2
11:30	4	55	3	0	62	0	1	0	0	1	0	0	0	0	2
11:45	2	45	5	0	52	0	1	0	0	1	0	0	0	0	10
12:00	3	42	4	0	49	0	0	0	0	0	0	0	0	0	6
12:15	1	40	3	0	44	0	0	0	0	0	0	0	0	0	2
12:30	4	43	3	0	50	0	1	0	0	1	0	1	0	0	5
12:45	4	44	1	0	49	0	1	0	0	1	0	0	0	0	1
SUBTOTAL	24	354	23	0	401	1	4	0	0	5	0	1	0	0	31

Traffic Count Data

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Municipality: Lindsay
 Count Date: Feb 07, 2024

West Approach - Mary St

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
15:00	5	61	3	0	0	0	1	0	0	0	0	1
15:15	10	70	2	0	0	0	4	0	0	0	0	4
15:30	3	47	2	0	0	0	1	0	0	0	0	3
15:45	2	46	12	0	0	0	1	0	0	0	0	6
16:00	5	64	3	0	0	0	0	0	0	0	0	6
16:15	4	47	7	0	0	0	0	0	0	0	0	1
16:30	3	39	6	0	0	0	0	0	0	0	0	10
16:45	3	55	3	0	0	0	1	0	0	0	0	4
17:00	8	52	10	0	0	0	0	0	0	0	0	4
17:15	4	38	8	0	0	0	0	0	0	0	0	8
17:30	3	37	12	0	0	0	1	0	0	0	0	2
17:45	5	47	9	0	0	0	1	0	0	0	0	1
SUBTOTAL	55	603	77	0	735	0	10	0	0	0	0	50
GRAND TOTAL	124	1426	155	0	1705	0	47	0	1	0	0	103

Peak Hour Diagram

Specified Period

From: 07:00:00
To: 10:00:00

One Hour Peak

From: 08:30:00
To: 09:30:00

Intersection: Mary St & Adelaide St S
Site Code: 2404400003
Count Date: Feb 07, 2024

Weather conditions: Clear

**** Unsignalized Intersection ****

Major Road: Mary St runs E/W

North Approach

	Out	In	Total
	64	42	106
	3	3	6
	0	0	0
Totals	67	45	112

Adelaide St S

	0	0	0	0
	1	2	0	0
	25	26	13	0
Totals	26	28	13	0

East Approach

	Out	In	Total
	248	222	470
	1	17	18
	0	0	0
Totals	249	239	488

Mary St

				Totals
	0	0	0	0
	0	2	18	20
	0	16	197	213
	0	0	20	20

Peds: 2

Peds: 5



Peds: 8

Peds: 15

Mary St

Totals			
0	0	0	0
18	18	0	0
187	186	1	0
44	44	0	0

West Approach

	Out	In	Total
	235	220	455
	18	3	21
	0	0	0
Totals	253	223	476

Totals				
10	10	7	13	0
	9	6	12	0
	1	1	1	0
	0	0	0	0

Adelaide St S

South Approach

Out	In	Total	
	27	90	117
	3	2	5
	0	0	0
Totals	30	92	122

- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Count Date: Feb 07, 2024
 Period: 07:00 - 10:00

Peak Hour Data (08:30 - 09:30)

Start Time	North Approach Adelaide St S			South Approach Adelaide St S			East Approach Mary St			West Approach Mary St			Total Vehicles												
	←	↑	↻	←	↑	↻	←	↑	↻	←	↑	↻		Total											
08:30	6	5	8	0	0	19	3	1	4	0	7	8	10	50	4	0	3	64	8	55	5	0	0	68	159
08:45	1	13	11	0	2	25	1	4	3	0	6	8	19	64	5	0	4	88	7	75	7	0	4	89	210
09:00	3	5	6	0	0	14	4	0	2	0	1	6	8	29	7	0	0	44	3	52	3	0	0	58	122
09:15	3	5	1	0	0	9	2	2	4	0	1	8	7	44	2	0	1	53	2	31	5	0	1	38	108
Grand Total	13	28	26	0	2	67	10	7	13	0	15	30	44	187	18	0	8	249	20	213	20	0	5	253	599
Approach %	19.4	41.8	38.8	0	-	-	33.3	23.3	43.3	0	-	-	17.7	75.1	7.2	0	-	-	7.9	84.2	7.9	0	0	-	-
Totals %	2.2	4.7	4.3	0	11.2	11.2	1.7	1.2	2.2	0	5	41.6	7.3	31.2	3	0	41.6	0.63	0.71	0.71	0.71	0	0	42.2	
PHF	0.54	0.54	0.59	0	0.67	0.67	0.63	0.44	0.81	0	0.94	0.58	0.73	0.64	0	0.71	0.71	0.71	0.63	0.71	0.71	0	0	0.71	0.71
Cars	13	26	25	0	64	64	9	6	12	0	27	44	186	18	0	248	18	197	20	0	0	0	235	574	
% Cars	100	92.9	96.2	0	95.5	95.5	90	85.7	92.3	0	90	100	99.5	100	0	99.6	90	92.5	100	0	0	0	92.9	95.8	
Trucks	0	2	1	0	3	3	1	1	1	0	3	0	1	0	0	1	0	0	0	0	0	0	0	18	25
% Trucks	0	7.1	3.8	0	4.5	4.5	10	14.3	7.7	0	10	0	0.5	0	0	0.4	0	7.5	0	0	0	0	7.1	4.2	
Bicycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
% Bicycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Peds					2	-					15	-				8	-						5	-	30
% Peds					6.7	-					50	-				26.7	-						16.7	-	-

Peak Hour Diagram

Specified Period

From: 11:00:00
To: 13:00:00

One Hour Peak

From: 11:30:00
To: 12:30:00

Intersection: Mary St & Adelaide St S
Site Code: 2404400003
Count Date: Feb 07, 2024

Weather conditions: Clear

**** Unsignalized Intersection ****

Major Road: Mary St runs E/W

North Approach

	Out	In	Total
	49	48	97
	0	0	0
	0	0	0
Totals	49	48	97

Adelaide St S

	0	0	0	0
	0	0	0	0
	17	21	11	0
Totals	17	21	11	0

East Approach

	Out	In	Total
	202	231	433
	3	3	6
	0	0	0
Totals	205	234	439

Mary St

				Totals	
0	0	0	0	0	
0	0	10	10	10	
0	2	182	184	184	
0	0	15	15	15	

Peds: 2



Mary St

Totals			
0	0	0	0
11	11	0	0
171	168	3	0
23	23	0	0

West Approach

	Out	In	Total
	207	207	414
	2	4	6
	0	0	0
Totals	209	211	420

Totals				
23	23	27	39	0
	22	27	38	0
	1	0	1	0
	0	0	0	0

Adelaide St S

South Approach

	Out	In	Total
	87	59	146
	2	0	2
	0	0	0
Totals	89	59	148

- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Count Date: Feb 07, 2024
 Period: 11:00 - 13:00

Peak Hour Data (11:30 - 12:30)

Start Time	North Approach Adelaide St S			South Approach Adelaide St S			East Approach Mary St			West Approach Mary St			Total Vehicles
	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	
11:30	4 7 5 0 0 16	0	16	3 9 9 0 0 21	1	21	6 37 3 0 0 46	0	46	4 56 3 0 0 63	2	63	146
11:45	2 4 3 0 0 9	0	9	8 10 0 0 6 26	6	26	12 44 3 0 3 59	0	59	2 46 5 0 10 53	10	53	147
12:00	2 7 4 0 0 13	0	13	11 6 12 0 3 29	3	29	4 42 2 0 0 48	0	48	3 42 4 0 6 49	6	49	139
12:15	3 3 5 0 2 11	0	11	1 4 8 0 2 13	2	13	1 48 3 0 0 52	0	52	1 40 3 0 2 44	2	44	120
Grand Total	11 21 17 0 2 49	0	49	23 27 39 0 12 89	12	89	23 171 11 0 3 205	0	205	10 184 15 0 20 209	20	209	552
Approach %	22.4 42.9 34.7 0 0	-	-	25.8 30.3 43.8 0 0	-	-	11.2 83.4 5.4 0 0	-	-	4.8 88 7.2 0 0	-	-	-
Totals %	2 3.8 3.1 0 8.9	0	8.9	4.2 4.9 7.1 0 16.1	0	16.1	4.2 31 2 0 37.1	0	37.1	1.8 33.3 2.7 0 37.9	0	37.9	-
PHF	0.69 0.75 0.85 0 0.77	0	0.77	0.52 0.75 0.81 0 0.77	0	0.77	0.48 0.89 0.92 0 0.87	0	0.87	0.63 0.82 0.75 0 0.83	0	0.83	0.94
Cars	11 21 17 0 49	0	49	22 27 38 0 87	0	87	23 168 11 0 202	0	202	10 182 15 0 207	0	207	545
% Cars	100 100 100 0 100	0	100	95.7 100 97.4 0 97.8	0	97.8	100 98.2 100 0 98.5	0	98.5	100 98.9 100 0 99	0	99	98.7
Trucks	0 0 0 0 0	0	0	1 0 1 0 2	0	2	0 3 0 0 3	0	3	0 2 0 0 2	0	2	7
% Trucks	0 0 0 0 0	0	0	4.3 0 2.6 0 2.2	0	2.2	0 1.8 0 0 1.5	0	1.5	0 1.1 0 0 1	0	1	1.3
Bicycles	0 0 0 0 0	0	0	0 0 0 0 0	0	0	0 0 0 0 0	0	0	0 0 0 0 0	0	0	0
% Bicycles	0 0 0 0 0	0	0	0 0 0 0 0	0	0	0 0 0 0 0	0	0	0 0 0 0 0	0	0	0
Peds	2	-	2	12	-	12	3	-	3	20	-	20	37
% Peds	5.4	-	5.4	32.4	-	32.4	8.1	-	8.1	54.1	-	54.1	-

Peak Hour Diagram

Specified Period

From: 15:00:00
To: 18:00:00

One Hour Peak

From: 15:00:00
To: 16:00:00

Intersection: Mary St & Adelaide St S
Site Code: 2404400003
Count Date: Feb 07, 2024

Weather conditions: Clear

**** Unsignalized Intersection ****

Major Road: Mary St runs E/W

North Approach

	Out	In	Total
	63	64	127
	2	3	5
	0	0	0
Totals	65	67	132

Adelaide St S

	0	0	0	0
	0	2	0	0
	22	18	23	0
Totals	22	20	23	0

East Approach

	Out	In	Total
	282	294	576
	7	7	14
	0	0	0
Totals	289	301	590

Mary St

				Totals
	0	0	0	0
	0	3	20	23
	0	4	224	228
	0	0	19	19

Peds: 3

Peds: 14



Peds: 5

Peds: 9

Mary St

Totals			
0	0	0	0
21	21	0	0
235	228	7	0
33	33	0	0

West Approach

	Out	In	Total
	263	269	532
	7	8	15
	0	0	0
Totals	270	277	547

Totals				
20	20	23	50	0
	19	23	47	0
	1	0	3	0
	0	0	0	0

Adelaide St S

South Approach

Out	In	Total	
	89	70	159
	4	2	6
	0	0	0
Totals	93	72	165

- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Mary St & Adelaide St S
 Site Code: 2404400003
 Count Date: Feb 07, 2024
 Period: 15:00 - 18:00

Peak Hour Data (15:00 - 16:00)

Start Time	North Approach Adelaide St S			South Approach Adelaide St S			East Approach Mary St			West Approach Mary St			Total Vehicles										
	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total											
15:00	5	10	0	20	4	5	16	0	2	25	10	74	4	0	2	88	6	61	3	0	1	70	203
15:15	7	4	0	17	2	6	15	0	5	23	6	45	3	0	1	54	11	73	2	0	4	86	180
15:30	5	4	0	13	3	7	8	0	1	18	4	62	5	0	2	71	3	48	2	0	3	53	155
15:45	6	7	2	15	11	5	11	0	1	27	13	54	9	0	0	76	3	46	12	0	6	61	179
Grand Total	23	20	0	65	20	23	50	0	9	93	33	235	21	0	5	289	23	228	19	0	14	270	717
Approach %	35.4	30.8	0	-	21.5	24.7	53.8	0	-	-	11.4	81.3	7.3	0	-	-	8.5	84.4	7	0	-	-	-
Totals %	3.2	2.8	3.1	9.1	2.8	3.2	7	0	13	4.6	32.8	2.9	0	40.3	0.82	0.82	3.2	31.8	2.6	0	37.7	0.78	0.88
PHF	0.82	0.71	0.55	0.81	0.45	0.82	0.78	0	0.86	0.63	0.79	0.58	0	0.82	0.82	0.82	0.52	0.78	0.4	0	0.78	0.78	0.88
Cars	23	18	22	63	19	23	47	0	89	33	228	21	0	282	20	224	19	0	0	0	263	697	
% Cars	100	90	100	96.9	95	100	94	0	95.7	100	97	100	0	97.6	87	98.2	100	0	0	0	97.4	97.2	
Trucks	0	2	0	2	1	0	3	0	4	0	7	0	0	7	3	4	0	0	0	0	7	20	
% Trucks	0	10	0	3.1	5	0	6	0	4.3	0	3	0	0	2.4	13	1.8	0	0	0	0	2.6	2.8	
Bicycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
% Bicycles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Peds	3	-	-	3	-	-	9	-	9	-	5	-	-	16.1	-	-	14	-	-	45.2	-	31	
% Peds	9.7	-	-	9.7	-	-	29	-	29	-	16.1	-	-	16.1	-	-	45.2	-	-	45.2	-	31	



City of Kawartha Lakes
All Way Stop Warrant

Intersection: Mary St W and Adelaide St S
Count Date: Feb 7, 2024

Collision Record Filter: Jan 1, 2022 to Dec 31, 2024

Type: Collector

Warrant	Description	Urban Arterial	Collector or Rural Arterial	Local	Results	Meets Warrant?
Minimum Vehicle Volume	A. Total vehicular volume entering intersection from all approaches to exceed specified amount for each hour of an eight hour period and	500 veh/hr	375 veh/hr	200 veh/hr for each highest 4 hours	7 of 8 Hours Met	No
	B. Combined vehicle and pedestrian volume for minor street to exceed specified units for each hour in eight hour period.	200	150	75 /hr for same 4 hours	2 of 8 Hours Met	No
	or B2 Minor street veh and ped for each hour exceeds amount with average delay for minor street over eight hours.	150 with 30 sec delay	120 with 30 sec delay	N/A		
Directional Split	D. Major/Minor directional split of vehicle entering intersection over eight hours not to exceed. Major St veh only. Minor St veh and peds	70/30 4-way 75/25 3-way	70/30 4-way 75/25 3-way	70/30 4-way 75/25 3-way	80 / 20	No
Accident Criteria	A. Average reported accidents (susceptible to relief through multi-stop control) per year for a three year period.	4	3	3	3	Yes
	B. Adequate trail of less restrictive remedies has failed to reduce accident frequency.					No
Interim Measure	All way stops may be used as an interim measure where traffic signals are warranted.					
Sight Distance	All way stops may be used where the minimum sight distance is not achieved.					
Warrant Met?	The warrant is deemed to be met if the minimum vehicle volume AND directional split is met OR the accident criteria is met.					
Recommendation:	Mary St W is designated as an arterial road, however due to the residential density here, it is recommended that the criteria for collector road be used for the purpose of this warrant. The use of less restrictive measures will not decrease the current delay at the stop control which is encouraging risky turns. Therefore, it is recommended that the Accident Criteria warrant be deemed to have been met.					

Minimum Vehicle Volume must be Yes for A, B or B2, and D

Accident Criteria must be Yes for A and B

Must meet both Minimum Vehicle Volume AND Directional Split, or just Accident Criteria.



CKL Collision Records Report

Produced on: 02/19/25
Produced by: Engineering - Technical Services
Filter Criteria: Reported collisions at intersection Jan 1, 2022 to Dec 31, 2024

Mary St at Adelaide St Collisions

ID 5086206

Report Num KL22001074 **Classification** 03 Property damage only **Environment** 01 Clear
Date/Time 2022-01-28T15:24:00-05:00 **Impact Type** 02 Angle **Light** 01 Daylight

X -78.744105 **Y** 44.343756

Driver Actions 01 Driving properly **Vehicle Manoeuvre** 01 Going ahead
08 Failed to yield right-of-way 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
MARY ST W	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
ADELAIDE ST S	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

ID 5095221

Report Num KL22001578 **Classification** 03 Property damage only **Environment** 01 Clear
Date/Time 2022-02-11T11:50:00-05:00 **Impact Type** 02 Angle **Light** 01 Daylight

X -78.744105 **Y** 44.343756

Driver Actions 01 Driving properly **Vehicle Manoeuvre** 01 Going ahead
08 Failed to yield right-of-way 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
MARY ST W	<null>	01 Asphalt	01 Good	02 Wet	01 Straight on level
ADELAIDE ST S	<null>	01 Asphalt	01 Good	02 Wet	01 Straight on level

Police Statement

Mary St at Adelaide St Collisions

ID 5722613

Report Num KL22010133

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2022-09-20T18:02:
00-04:00

Impact Type 05 Turning movement

Light 01 Daylight

X -78.744081 **Y** 44.343656

Driver Actions 06 Improper turn
01 Driving properly

Vehicle Manoeuvre 01 Going ahead
04 Turning left

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
ADELAIDE ST S	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
MARY ST W	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

ID 6543968

Report Num RM23000035

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2023-02-
25T14:00:00.
000-05:00

Impact Type 02 Angle

Light 01 Daylight

X -78.744105 **Y** 44.343756

Driver Actions 01 Driving properly
08 Failed to yield right-of-way

Vehicle Manoeuvre 01 Going ahead
01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
MARY ST W	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
ADELAIDE ST S	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

Mary St at Adelaide St Collisions

ID 6751801

Report Num KL23008707

Classification 03 Property damage only

Environment 02 Rain

Date/Time 2023-08-03T18:25:00.000-04:00

Impact Type 07 SMV other

Light 01 Daylight

X -78.74409 **Y** 44.343678

Driver Actions 07 Disobeyed traffic control
01 Driving properly

Vehicle Manoeuvre 01 Going ahead
01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
189 KAWARTHA LAKES COUNTY RD 19	<null>	01 Asphalt	01 Good	02 Wet	01 Straight on level
ADELAIDE ST S	<null>	01 Asphalt	01 Good	02 Wet	01 Straight on level

Police Statement

ID 7145794

Report Num KL24006261

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2024-05-25T23:40:00.000-04:00

Impact Type 06 SMV unattended vehicle

Light 08 Dark, artificia

X -78.744105 **Y** 44.343756

Driver Actions <null>
10 Lost control

Vehicle Manoeuvre 01 Going ahead
11 Parked

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
<null>	MARY ST W	<null>	<null>	<null>	<null>
ADELAIDE ST S	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

Mary St at Adelaide St Collisions

ID 7245567

Report Num KL24010305

Classification 02 Non-fatal injury

Environment 01 Clear

Date/Time 2024-08-20T11:26:00.000-04:00

Impact Type 05 Turning movement

Light 01 Daylight

X -78.744105 **Y** 44.343756

Driver Actions 01 Driving properly

Vehicle Manoeuvre 11 Parked

07 Disobeyed traffic control

04 Turning left

<null>

01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
ADELAIDE ST S	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
MARY ST W	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

ID 7258923

Report Num KL24010985

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2024-09-04T16:30:00.000-04:00

Impact Type 02 Angle

Light 01 Daylight

X -78.744105 **Y** 44.343756

Driver Actions 07 Disobeyed traffic control

Vehicle Manoeuvre 01 Going ahead

01 Driving properly

01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
MARY ST W	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
ADELAIDE ST S	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

Mary St at Adelaide St Collisions

ID 7374494

Report Num KL24014311

Classification 03 Property damage only

Environment 02 Rain

Date/Time 2024-11-19T18:41:00.000-05:00

Impact Type 02 Angle

Light 08 Dark, artificia

X -78.744105 **Y** 44.343756

Driver Actions 08 Failed to yield right-of-way
01 Driving properly

Vehicle Manoeuvre 01 Going ahead
01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
ADELAIDE ST S	<null>	01 Asphalt	01 Good	02 Wet	01 Straight on level
MARY ST W	<null>	01 Asphalt	01 Good	02 Wet	01 Straight on level

Police Statement

Committee of the Whole Report

Report Number: ENG2025-012
Meeting Date: April 8, 2025
Title: Request for Speed Posting on Valentia Road and All-Way Stop at Valentia Road and Ramsey Road
Description: Regulation of Traffic
Author and Title: Gordon Archibald, Senior Engineering Technician

Recommendation(s):

That Report ENG2025-012, **Request for Speed Posting on Valentia Road and All-Way Stop at Valentia Road and Ramsey Road**, be received;

That Valentia Road from Little Britain Road to Ramsey Road be posted for speed at 60km/hr; and

That the installation of an all-way stop, with flashing beacons, at the intersection of Valentia Road and Ramsey Road, Little Britain, be approved;

That the necessary By-Laws for the above recommendations be forwarded to Council for adoption; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

On November 1, 2024, Engineering staff were requested to provide a review of the intersections of Little Britain Road/Valentia Road and Ramsay Road/Valentia Road to determine if any traffic mitigation measures were recommended in response to the proposed seasonal closure of the Elm Tree Road bridge and subsequent detour. The bridge required repair that is scheduled for 2025.

Please see **Staff Memo; Traffic Analysis of Detour for Elm Tree Road Bridge** (Appendix A). After review, it was determined that winter closure was not necessary. The mitigation measures recommended in the memo can now be applied for the bridge closure necessary for the repair.

This report is submitted to pass the necessary by-laws to bring this traffic management plan into effect.

Rationale:

Detour:

As part of the traffic management plan, the detour would route vehicles which normally would travel on Elm Tree Road from Little Britain Road destined to south of the bridge or through to Valentia, redirecting them to Valentia Road at Little Britain Road.

All-Way Stop:

In light of the increased volume and potential turning movement conflicts at the intersection of Valentia Road and Ramsey Road, staff have recommended an all-way stop with flashing red beacons at this intersection. Traffic counts performed at the intersection showed a volume split of 50/50. For intersecting arterial roads with equal volumes, it is best practice to control with an all-way stop. Therefore, it is recommended that this all-way stop remain permanently.

Posted Speed Limit:

Officially designated or not, drivers will likely use Valentia Road from Little Britain Road to Ramsey Road as a detour. This road section is a rural local road with narrow shoulders that is unposted for speed. Continuing south from Ramsey Road to Elm Tree Road it becomes a rural arterial road designed as such. The traffic volumes on the unposted portion of Valentia Road warrant a speed posting. The maximum speed limit for non-arterial rural roads is 60 km/hr or lower if built-up. This area is not considered built-up.

As a result of the justification review carried out by staff, it is recommended that an All-way stop be installed at the intersection of Valentia Road and Ramsey Road. It is recommended that Valentia Road from Little Britain Road to Ramsey Road be posted for speed at 60 km/hr.

Other Alternatives Considered:

It was considered that the recommendations could be temporary and removed when the repairs were complete. However, the volumes of Valentia Road and the volume split at Valentia Road and Ramsey Road are high enough to justify the permanent installation of the speed posting and all-way stop.

Financial/Operation Impacts:

Signs with installation – Approximately \$3000 through Public Works operational budget.

Beacons - Approximately \$7000 through the traffic signal capital budget.

Consultations:

CKL Traffic Management Supervisor

CKL Manager of Engineering – Technical Services

Attachments:

List as many Attachments as required as follows:

Appendix A – Traffic Management Review Memo



Adobe Acrobat
Document

Department Head email: vrojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering & Corporate Assets

Department File: Engineering

Staff Memo

A message from Joseph Kelly, Traffic Management Supervisor

Date: Nov 13, 2024

To: Bryan Robinson, Director of Public Works

From: Joseph Kelly, Traffic Management Supervisor, Engineering – Technical Services

Re: Traffic Analysis of Detour for Elm Tree Road Bridge Closure

Background

On November 1, 2024, Engineering staff were requested to provide a review of the intersections of Little Britain Road/Valentia Road and Ramsay Road/Valentia Road to determine if any traffic mitigation measures were recommended in response to the imminent closure of the Elm Tree Road bridge and subsequent detour.

Detour

The proposed detour would route vehicles which normally would travel on Elm Tree Road from Little Britain Road destined to south of the bridge or through to Valentia, redirecting them to Valentia Road at Little Britain Road. A key map can be seen in Appendix A.

Current Conditions

Elm Tree Road is a rural, arterial road designed with wide shoulders with a posted speed limit of 80 km/hr. According to the latest available road needs study, the estimated annual average daily traffic (AADT) on Elm Tree Road is 2391 vehicles between Little Britain Road and the bridge, and 1767 vehicles south of the bridge.

Valentia Road from Little Britain Road to Ramsey Road is a rural local road with narrow shoulders, unposted for speed. Continuing south from Ramsey Road to Elm Tree Road it becomes a rural arterial road designed as such with a posted speed limit of 80 km/hr, then 60 km/hr as it transitions into the 40 km/hr community speed zone for Valentia.

The volumes on Valentia Road warrant a speed posting. The maximum speed limit for non-arterial rural roads is 60 km/hr or lower if built-up. This area is not considered built-up.

Intersections

Little Britain Road and Valentia Road

The intersection is in the middle of a bend where left turning vehicles can catch drivers by surprise. In the last 36 months of available collision records, there have been no collisions attributed to turning movements. The addition of southbound left hand turning vehicles that usually travel on Elm Tree Road would likely warrant a left turn lane. The absence of a turning lane or paved shoulder “slip-around” presents a hazard.

Just south of Little Britain Road there is a sharp curve at Cricket Hollow Road. An average of 4 collisions per year has occurred at this curve over the last 36 months (Appendix B). This curve has an advisory speed of 30 km/hr posted on the curve ahead sign. Chevron placement meets Ontario Traffic Manual (OTM) requirements. There is currently a checkerboard sign with a flashing yellow beacon above.

Collision risks will increase when introducing an influx of drivers not familiar to this curve.

Ramsey Road and Valentia Road

A turning movement count was performed in the summer of 2024 at this intersection to determine if an all-way stop is warranted. It was not warranted at the time. Staff noted concerns with the volume split being almost 50/50. Two of the four legs are arterial designs and one leg is a no exit. Drivers stopped at Ramsey Road are accustomed to the majority of traffic on Valentia Road making a southbound right hand turn, and therefore are emboldened to make risky maneuvers. The additional through traffic from the detour would defy driver expectations and pose a risk.

There were no reported collisions at this intersection in the latest 36 months of available collision data.

Recommendations

Preferred Option

It is recommended that traffic being diverted from part of CKL’s arterial road system be directed to arterial roads which are designed for the traffic type, amount and flow usually seen on arterial roads. The closest arterial route would be Little Britain Road -> Eldon Road -> Ramsey Road -> Valentia Road -> Elm Tree Road. This would add approximately 6km to the detour compared to using the non-arterial portion of Valentia Road off of Little Britain Road.

It is recognized that drivers who know the area or are re-routed via gps will likely ignore signage for the preferred route. Therefore, mitigation measures recommended for the originally proposed detour should still be implemented.

Originally Proposed Detour

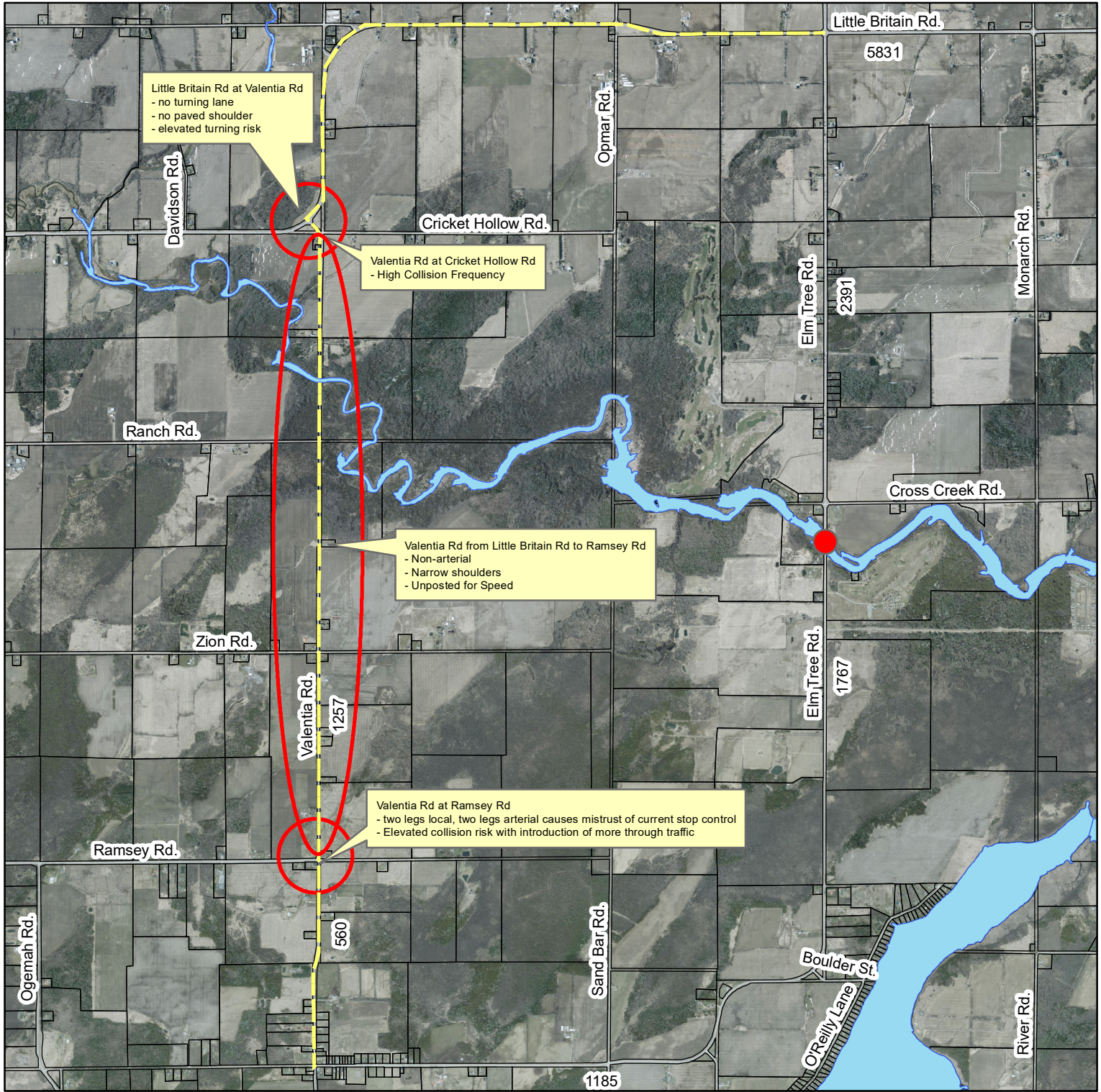
If the preferred route is chosen and signed or the original detour is chosen and signed, Engineering staff recommend mitigation measures be implemented for the specified hazards.

- 1) **Little Britain Road** – no left hand turn lane or paved shoulders at Valentia Road
 - a. Temporary traffic signals or;
 - b. A roadside electronic billboard or trailer sign on both approaches to Valentia Road warning drivers of the potential stop caused by increased turning demand .

- 2) **Valentia Road** – Unposted for speed and high collision frequency at Cricket Hollow Road
 - a. Post a speed limit of 60 km/hr on Valentia Road from Little Britain Road to Ramsey Road.
 - b. A temporary digital speed sign be installed approaching the curve at Cricket Hollow Road. The board should flash “Slow Down” and “Curve Ahead” in alternating pattern when it detects vehicles traveling over 30 km/hr.

- 3) **Valentia Road and Ramsey Road** – Increased collision risk at intersection
 - a. Install an all-way stop with flashing red beacons.

- 4) **Winter Maintenance** –
 - a. The gravel shoulder on the north side of Little Britain Road at Valentia Road will be used, possibly at high speeds, to avoid vehicles stopped to make a left hand turn. This shoulder should be maintained to the highest possible standard.
 - b. Compliance with a posted speed limit of 60 km/hr will be low. Road maintenance class should remain as if the speed limit is 80 km/hr.

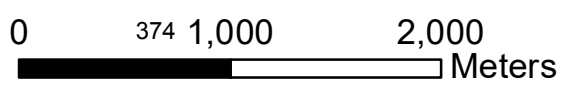


- Bridge Closure
- - - Proposed Detour
- Area of Interest
- 1234 Estimated AADT

Map produced by the City of Kawartha Lakes Engineering Department with data obtained under license. Reproduction without permission is prohibited.

The foregoing information is given for convenience only and it should be clearly understood that you must satisfy yourself as to whether the premises and the existing or proposed use thereof are, or would be, in conformity with all applicable by-laws and regulations of the municipality.

All distances and locations are approximate and are not of survey quality. This map is illustrative only. Do not rely on it as being a precise indicator of privately or publicly owned land, routes, locations or features, nor as a guide to navigate.





CKL Collision Records Report

Produced on: 11/12/24

Produced by: Engineering - Technical Services

Filter Criteria: Reported collisions in latest 36 months up to Sept 1, 2024

Valentia Rd - Collisions at curve near Cricket Hollow Rd

ID 5072686

Report Num E220079760

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2022-01-24T09:52:
00-05:00

Impact Type 07 SMV other

Light 01 Daylight

X -78.8236 **Y** 44.2937

Driver Actions 04 Speed too fast for condition

Vehicle Manoeuvre 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
VALENTIA RD	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
Cricket hollow rd	<null>	03 Gravel or crusher	01 Good	01 Dry	01 Straight on level

Police Statement

V1 northbound on Valentia Road, hard on brakes, traveled straight through intersection knocking over sign and coming to a stop in ditch

ID 5169728

Report Num E220301089

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2022-03-25T23:58:
00-04:00

Impact Type 07 SMV other

Light 07 Dark

X -78.8236 **Y** 44.2939

Driver Actions 07 Disobeyed traffic control

Vehicle Manoeuvre 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
VALENTIA RD	<null>	01 Asphalt	01 Good	01 Dry	03 Curve on level
CRICKET HOLLOW RD	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

V1 WAS TRAVELING NORTHBOUND ON VALENTIA ROAD WHEN IT FAILED TO NEGOTIATE A TURN AND PROCEEDED TO STRIKE A CURVE INDICATOR SIGN

Valentia Rd - Collisions at curve near Cricket Hollow Rd

ID 5184211

Report Num E220332708

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2022-04-03T05:00:
00-04:00

Impact Type 07 SMV other

Light 07 Dark

X -78.8235 **Y** 44.2938

Driver Actions 10 Lost control

Vehicle Manoeuvre 04 Turning left

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
693 Valentia Rd	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
VALENTIA RD	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

ID 5588442

Report Num E220964813

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2022-08-17T01:35:
00-04:00

Impact Type 07 SMV other

Light 07 Dark

X -78.8234 **Y** 44.2934

Driver Actions 04 Speed too fast for condition

Vehicle Manoeuvre 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
VALENTIA RD	<null>	01 Asphalt	01 Good	01 Dry	03 Curve on level
Cricket Hollow	<null>	<null>	<null>	<null>	<null>

Police Statement

D1 was driving on R1 and left the roadway on a bend entering the ditch ultimately coming to rest in a farmers field.

Valentia Rd - Collisions at curve near Cricket Hollow Rd

ID 5681955

Report Num E221093869

Classification 02 Non-fatal injury

Environment 07 Fog, mist,
smoke, dust

02 Rain

Date/Time 2022-09-12T23:54:
00-04:00

Impact Type 07 SMV other

Light 07 Dark

X -78.8237 **Y** 44.2942

Driver Actions 04 Speed too fast for condition

Vehicle Manoeuvre 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
Valentia Drive	<null>	01 Asphalt	01 Good	02 Wet	03 Curve on level
CRICKET HOLLOW RD	<null>	01 Asphalt	01 Good	02 Wet	01 Straight on level

Police Statement

V1 did not manage to make the sharp left turn and went straight into the ditch. It was foggy and wet roads. Driver was not from here and didn't realize the turn.

ID 6182999

Report Num RM22242371

Classification 03 Property damage only

Environment 03 Snow

Date/Time 2022-12-01T11:00:
00-05:00

Impact Type 07 SMV other

Light 01 Daylight

X -78.8237 **Y** 44.2939

Driver Actions 04 Speed too fast for condition

Vehicle Manoeuvre 02 Slowing or stopping

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
CRICKET HOLLOW RD	<null>	02 Oil treated grave	01 Good	06 ice	01 Straight on level
VALENTIA RD	<null>	01 Asphalt	01 Good	06 ice	03 Curve on level

Police Statement

V1 N/B on R1 approaching intersection with R2. Uninvolved vehicle partially in ditch ahead of V1. V1 began to slide due to ice and D1 swerved to avoid other uninvolved vehicle already in the ditch and entered ditch

Valentia Rd - Collisions at curve near Cricket Hollow Rd

ID 6955605

Report Num E231495404

Classification 02 Non-fatal injury

Environment 04 Freezing rain

Date/Time 2023-11-08T21:31:00.000-05:00

Impact Type 07 SMV other

Light 07 Dark

X -78.824 **Y** 44.2939

Driver Actions 10 Lost control

Vehicle Manoeuvre 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
VALENTIA RD	<null>	01 Asphalt	01 Good	06 ice	03 Curve on level
CRICKET HOLLOW RD	<null>	01 Asphalt	01 Good	06 ice	01 Straight on level

Police Statement

V1 Travelling North on Valencia, Driver failed to negotiate curve in road and slide off into ditch due to icy weather conditions. Vehicle then rolled, coming to rest in grassy area.

ID 6939262

Report Num E231592277

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2023-12-02T11:16:00.000-05:00

Impact Type 07 SMV other

Light 01 Daylight

X -78.8239 **Y** 44.2939

Driver Actions 10 Lost control

Vehicle Manoeuvre 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
VALENTIA RD	<null>	01 Asphalt	01 Good	02 Wet	03 Curve on level
LITTLE BRITAIN RD	<null>	<null>	<null>	<null>	<null>

Police Statement

V1 was travelling north bound on R1.
V1 lost control and failed to navigate the turn in the road.
V1 struck the east ditch of R1.

Valentia Rd - Collisions at curve near Cricket Hollow Rd

ID 6903982

Report Num RM23289348

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2023-12-04T18:00:00.000-05:00

Impact Type 07 SMV other

Light 07 Dark

X -78.8241 **Y** 44.294

Driver Actions 01 Driving properly

Vehicle Manoeuvre 01 Going ahead

08 Failed to yield right-of-way

01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
CRICKET HOLLOW RD	<null>	<null>	<null>	<null>	<null>
VALENTIA RD	<null>	01 Asphalt	01 Good	01 Dry	03 Curve on level

Police Statement

ID 6956831

Report Num E240046536

Classification 03 Property damage only

Environment 01 Clear

Date/Time 2024-01-12T15:27:00.000-05:00

Impact Type 07 SMV other

Light 01 Daylight

X -78.8238 **Y** 44.2939

Driver Actions 07 Disobeyed traffic control

Vehicle Manoeuvre 04 Turning left

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
VALENTIA RD	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level
Cricket Hollow Rd	<null>	01 Asphalt	01 Good	01 Dry	01 Straight on level

Police Statement

V1 traveling on Valentia Road unable to navigate bend, lost control and entered north ditch

Valentia Rd - Collisions at curve near Cricket Hollow Rd

ID 6993275

Report Num E240047878

Classification 03 Property damage only

Environment 05 Drifting snow

Date/Time 2024-01-13T20:40:00.000-05:00

Impact Type 07 SMV other

Light 07 Dark

X -78.8241 **Y** 44.294

Driver Actions 10 Lost control

Vehicle Manoeuvre 01 Going ahead

Road	Rd Alias	Road Surface	Road Condition	Surface Conditions	Alignment
VALENTIA RD	<null>	01 Asphalt	02 Poor	03 Loose snow	03 Curve on level
Cricket Hollow Road	<null>	<null>	<null>	<null>	<null>

Police Statement

V1 was travelling North on Valentia Road approaching Little Britain Road. Lost control due to snow storm and snow covered road, resulting in sliding into the ditch. Roll over ensued.

Council Report

Report Number: ENG2025-013
Meeting Date: April 8, 2025
Title: Request for Changes to Speed Transition Zones
Description: Regulation of Traffic
Author and Title: Joseph Kelly, Transportation Management Supervisor

Recommendation(s):

That Report ENG2025-013 **Request for Changes to Speed Transition Zones** be received;

That By-Law 2005-328, being a By-Law to Establish Speed Limits, be amended to change provisions regarding 60km/hr transition zones approaching hamlets to allow for a minimum length of 250m where the roadside environment allows;

That the necessary By-law for the above recommendations be forwarded to Council for adoption; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

During the final phase of the Community Area Speed Project, aka "40 is the New 50", the supporting measure of installing 60 km/hr transition zones took place in order to comply with the latest recommendations from the Ontario Traffic Manual. The project is now complete and all 40 zone and 60 transition zones are operational.

Staff have received concerns regarding some of the transition zones. This report addresses those concerns.

Rationale:

The Ontario Traffic Manual (OTM) does layout the recommended minimum length of speed zones but not specifically to transition zones. With these in mind, the speed by-law was amended to introduce 60 transition zones with a minimum length of 500m.

It is important to recognize that the speed that drivers feel comfortable driving is dependant on the environment. It is difficult for a driver to comply with an arbitrarily low speed limit without a significant change in environment. Furthermore, the higher the speed difference between those following the new speed limits and those driving by feel, the higher the potential for collisions.

At some locations, a 60 transition zone of 500m is too great for the road environment and will be totally ignored. It would be using good engineering judgement to allow for smaller transition zones in open areas. This would increase compliance rates and have the effect of slowing vehicles down when they enter the hamlet or community (which is the goal of the transition zone).

Woodville Road (CKL Rd 46)

New 40 Area speed limits were introduced on Woodville Road entering Woodville and Lorneville. The distance between the transition zones north of Woodville and south of Lorneville was too low to leave the existing 80 zone, therefore under the current Speed By-law, there is 1.5km of open space on a major arterial road that has a posted speed limit of 60 km/hr. This is excessively low for a reasonable driver. There are reports from the public that vehicles are now by-passing this section and using roads with unposted speed limits not designed for the use. Reducing the minimum length of the transition zones would allow for the re-establishment of a 1km long 80 zone. This would discourage alternate routes and reduce the variance in vehicles speeds. This would reduce conflict potential while still respecting the need to slow down when entering a hamlet.

Pigeon Lake (CKL Rd 17)

Entering Lindsay on Pigeon Lake road is now frustrating for many drivers. The 500m 60 transition is not being respected, confirmed by the observed evidence of tailgating and dangerous passing of those following the speed limit. The road design does not change as it comes into the built-up area that is currently posted at 50 km/hr. When development growth occurs, this section of Pigeon Lake Road will be urbanized which will reduce speeds. In the meantime, it is appropriate to reduce the minimum length of the transition zones in order to reduce frustration and increase compliance.

To establish driver expectations without frustrating them with an unreasonably low speed limit it is recommended that the minimum length of the 60 transition zones be reduced to 250m where the roadside environment allows.

Other Alternatives Considered:

Removing the offending transition zones completely is an option. This option is more contrary to the OTM requirements compared to reducing the minimum length of the zones.

Alignment to Strategic Priorities

Providing life safety and protection, is a priority objective of the City under the Council Adopted Strategic Plan Goal of An Exceptional Quality of Life.

Financial/Operation Impacts:

The cost of relocating signs through the Public Works operating budget.

Consultations:

Attachments:

Department Head email: jrojas@kawarthalakes.ca

Department Head: **Juan Rojas, Director of Engineering & Corporate Assets**

Department File: Engineering



Committee of the Whole Report

Report Number: ENG2025-014
Meeting Date: April 8, 2025
Title: Request for All-Way Stop – Cambridge Street and Peel Street, Lindsay
Description: Regulation of Traffic
Author and Title: Joseph Kelly, Traffic Management Supervisor

Recommendation(s):

That Report ENG2025-014 , **Request for All-Way Stop – Cambridge Street and Peel Street, Lindsay** , be received;

That the installation of an all-way stop at the intersection Cambridge Street and Peel Street, Lindsay, be approved;

That the necessary By-Law for the above recommendation be forwarded to Council for adoption; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Engineering staff typically advise residents to submit petitions to Council for all-way stop requests in order fairly distribute engineering resources throughout the City. Engineering staff also proactively address internal concerns, especially when call-in cases align with staff concerns. In this spirit, the intersection of Peel Street and Cambridge Street had been scheduled for an all-way stop warrant.

Both Cambridge Street and Peel Street are urban local roads. A map of the intersection can be seen in Appendix A.

On March 14, 2025, staff preformed an eight-hour traffic turning movement count (Appendix B) as part of an all-way stop warrant (Appendix C) to determine if installing an all-way stop is an appropriate action.

Rationale:

All-way Stop Warrants:

The Ontario Traffic Manual (OTM) has two methods to determine if an all-way stop is warranted:

1) All-way Stop Minimum Volume Warrant (Local)

The OTM suggests that an All-way stop control may be considered on major roads where conditions are met for both of the following:

- a) Total hourly vehicular volume on all approaches to exceed 200 for each highest four hours
- b) Combined vehicle and pedestrian volume for minor street to average 75 per hour for the same four hours.
- c) Volume split does not exceed 70/30

The criteria for the minimum volume was met.

2) All-way Stop Collision Warrant

An All-way stop control may be considered on an intersection with a high accident frequency. For the purpose of this warrant, a high accident frequency is an average of three collisions per year over a three-year period.

The intersection has a reported collision average of two collisions per year over the latest three years of available collision data. Therefore, the All-way Stop Collision Warrant is not met.

As a result of the justification review carried out by staff, it is recommended that an All-way stop be installed at the intersection of Cambridge Street and Peel Street.

Other Alternatives Considered:

A traffic signal justification review was performed but failed to meet the warrant.

Alignment to Strategic Priorities

Providing life safety and protection, is a priority objective of the City under the Council Adopted Strategic Plan Goal of An Exceptional Quality of Life.

Financial/Operation Impacts:

Signs with installation – Approximately \$2000 through Public Works operational budget.

Retrofit to existing overhead beacon – Approximately \$1000 through the Public Works operational budget.

Consultations:

Attachments:

Appendix A – Key Map



Adobe Acrobat
Document

Appendix B – Turning Movement Count



Adobe Acrobat
Document

Appendix C – Warrant Results

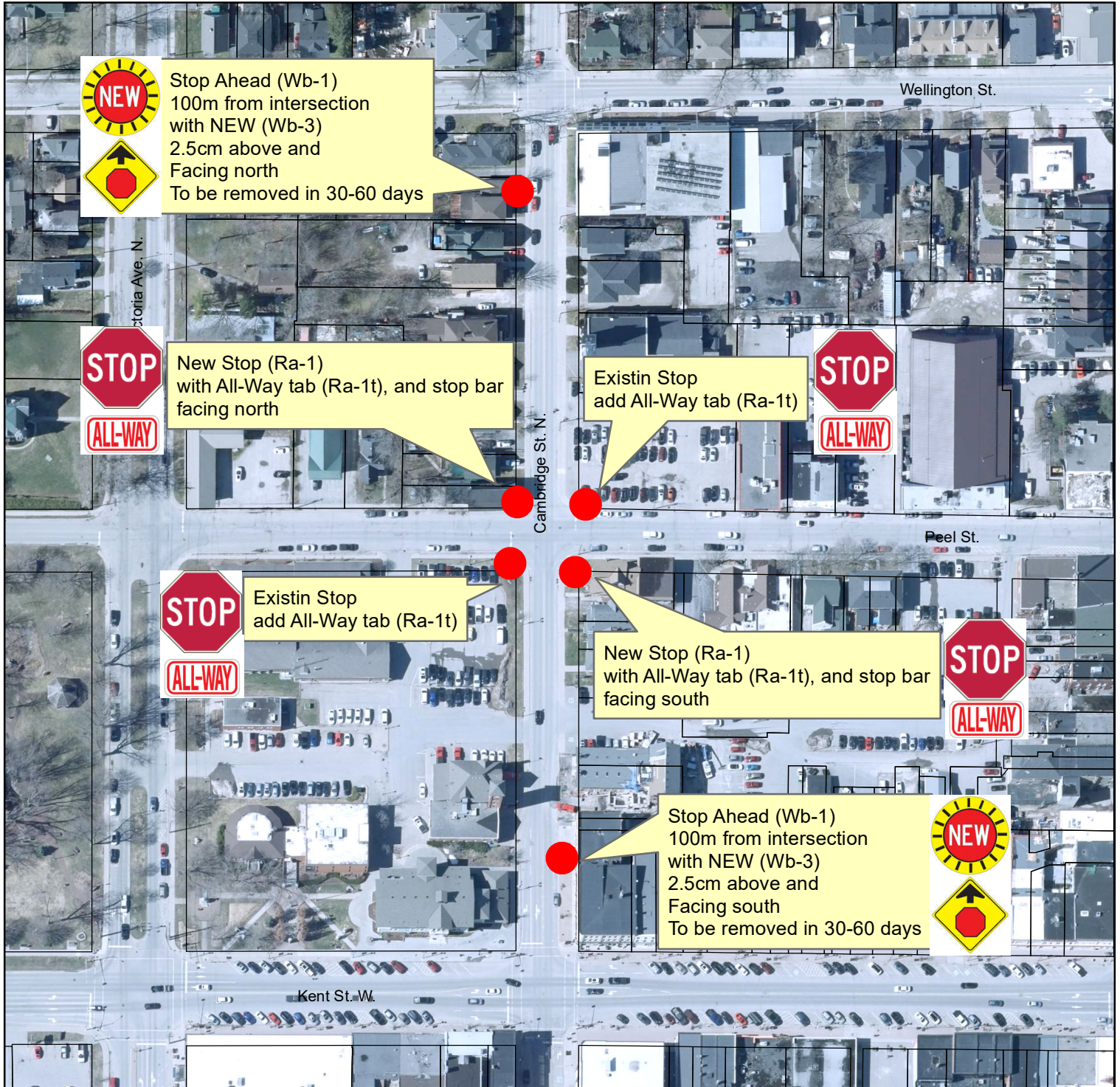


Adobe Acrobat
Document

Department Head email: jrojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering & Corporate Assets

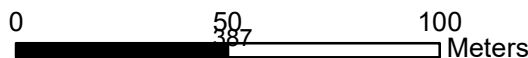
Department File: Engineering and Corporate Assets



Map produced by the City of Kawartha Lakes Engineering Department with data obtained under license. Reproduction without permission is prohibited.

The foregoing information is given for convenience only and it should be clearly understood that you must satisfy yourself as to whether the premises and the existing or proposed use thereof are, or would be, in conformity with all applicable by-laws and regulations of the municipality.

All distances and locations are approximate and are not of survey quality. This map is illustrative only. Do not rely on it as being a precise indicator of privately or publicly owned land, routes, locations or features, nor as a guide to navigate.





8 Hour Turning Movement Count

Intersection: Cambridge St and Peel St
Count Date: March 14, 2025
From: 8:00 AM
To: 4:00 PM

Weather Conditions:

Count Performed by:

<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">North Approach</th> </tr> <tr> <th></th> <th>Out</th> <th>In</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Cars</td> <td>503</td> <td>468</td> <td>971</td> </tr> <tr> <td>Trucks</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Cyclists</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>503</td> <td>468</td> <td>971</td> </tr> </tbody> </table>	North Approach					Out	In	Total	Cars	503	468	971	Trucks	0	0	0	Cyclists	0	0	0	Total	503	468	971	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">Cambridge St</th> </tr> </thead> <tbody> <tr> <td>Cyclists</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Trucks</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Cars</td> <td>32</td> <td>402</td> <td>69</td> <td>0</td> </tr> <tr> <td>Totals</td> <td>32</td> <td>402</td> <td>69</td> <td>0</td> </tr> </tbody> </table> <div style="text-align: center;"> </div>	Cambridge St					Cyclists	0	0	0	0	Trucks	0	0	0	0	Cars	32	402	69	0	Totals	32	402	69	0	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">East Approach</th> </tr> <tr> <th></th> <th>Out</th> <th>In</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Cars</td> <td>605</td> <td>577</td> <td>1182</td> </tr> <tr> <td>Trucks</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Cyclists</td> <td>0</td> <td>0</td> <td>0</td> </tr> <tr> <td>Total</td> <td>605</td> <td>577</td> <td>1182</td> </tr> </tbody> </table>	East Approach					Out	In	Total	Cars	605	577	1182	Trucks	0	0	0	Cyclists	0	0	0	Total	605	577	1182
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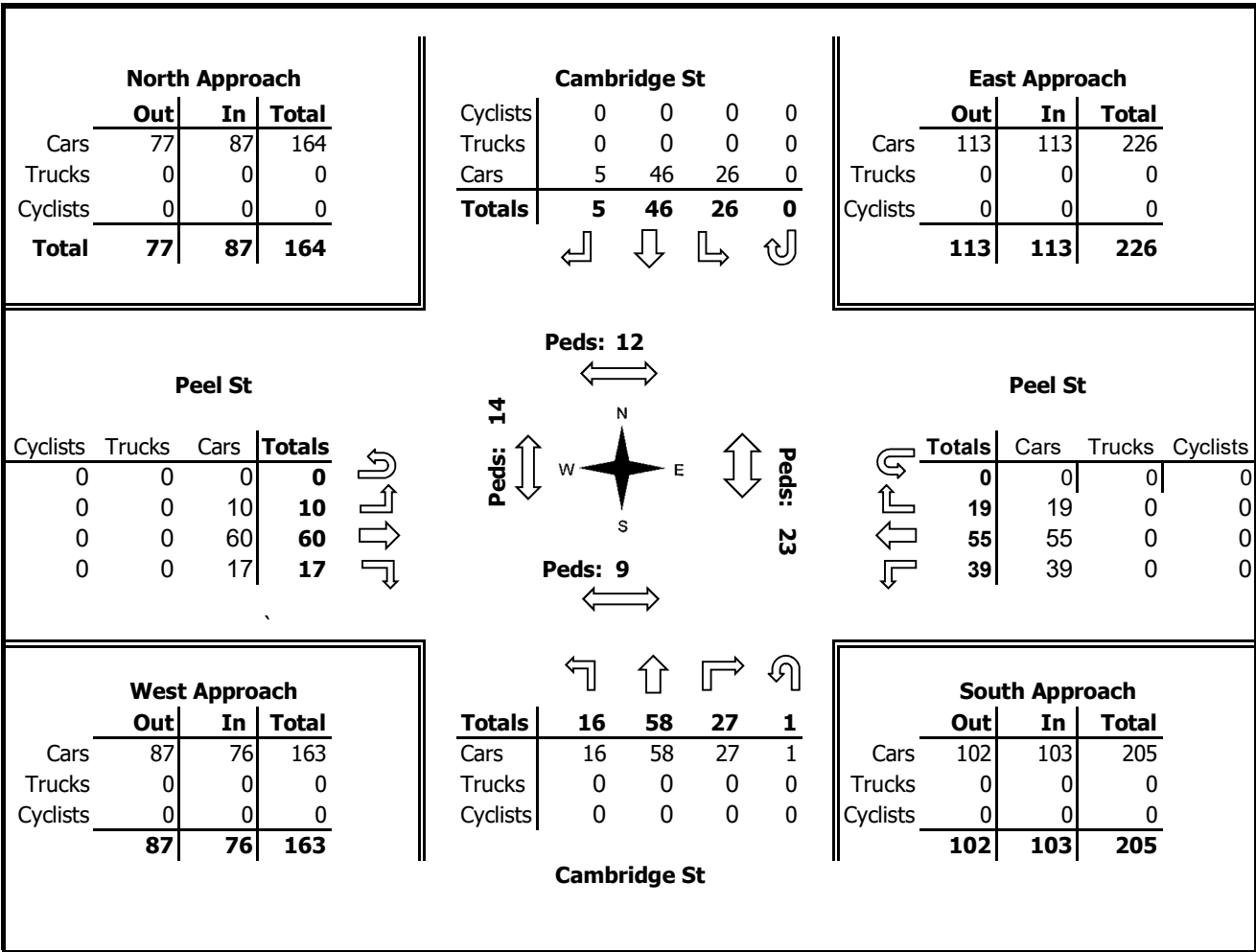


Peak Hour Turning Movement Count

Intersection: Cambridge St and Peel St
Count Date: March 14, 2025
From: 12:30 PM
To: 1:30 PM

Weather Conditions:

Count Performed by:



Comments:

All vehicles counted in one bank (cars)



City of Kawartha Lakes
All Way Stop Warrant

Intersection: Cambridge St and Peel St
Count Date: March 14, 2025

Type: Local

Warrant	Description	Urban Arterial	Collector or Rural Arterial	Local	Results	Meets Warrant?
Minimum Vehicle Volume	A. Total vehicular volume entering intersection from all approaches to exceed specified amount for each hour of an eight hour period and	500 veh/hr	375 veh/hr	200 veh/hr for each highest 4 hours	4 of 4 Hours Met	Yes
	B. Combined vehicle and pedestrian volume for minor street to exceed specified units for each hour in eight hour period.	200	150	75 /hr for same 4 hours	4 of 4 Hours Met	Yes
	or B2 Minor street veh and ped for each hour exceeds amount with average delay for minor street over eight hours.	150 with 30 sec delay	120 with 30 sec delay	N/A		
Directional Split	D. Major/Minor directional split of vehicle entering intersection over eight hours not to exceed. Major St veh only. Minor St veh and peds	70/30 4-way 75/25 3-way	70/30 4-way 75/25 3-way	70/30 4-way 75/25 3-way	52 / 48	Yes
Accident Criteria	A. Average reported accidents (susceptible to relief through multi-stop control) per year for a three year period.	4	3	3	2	No
	B. Adequate trail of less restrictive remedies has failed to reduce accident frequency.					
Interim Measure	All way stops may be used as an interim measure where traffic signals are warranted.					
Sight Distance	All way stops may be used where the minimum sight distance is not achieved.					
Warrant Met?	The warrant is deemed to be met if the minimum vehicle volume AND directional split is met OR the accident criteria is met.					Yes
Recommendation:	Meets warrant for urban local road					

Minimum Vehicle Volume must be Yes for A, B or B2, and D
 Accident Criteria must be Yes for A and B
 Must meet both Minimum Vehicle Volume AND Directional Split, or just Accident Criteria.

Council Memorandum

Date:	April 8, 2025
To:	Committee of the Whole
From:	Councillor Joyce
Re:	Ontario Digital Public Library

Recommendation

That the Memorandum from Councillor Joyce, **regarding an Ontario Digital Public Library**, be received;

That the City of Kawartha Lakes encourage the Province of Ontario to support the creation of an Ontario Digital Public Library, in line with the recommendation from the Ontario Federation of Public Libraries (FOPL);

That a copy of this recommendation, as generally outlined in the draft letter attached to this Memorandum, be forwarded to the Premier of Ontario, the Minister of Tourism, Culture and Gaming, the MPP for Haliburton-Kawartha Lakes-Brock, the Executive Director of the Ontario Federation of Public Libraries and the Association of Municipalities of Ontario; and

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

Rationale

The Federation of Ontario Public Libraries (FOPL) is looking for support from Councils and local government agencies for the creation of the Ontario Digital Public Library (ODPL).

In recognition of the ever increasing reliance on digital media as well as the library's responsibility to offer high quality materials in all formats required by our community, this advocacy campaign urges our government representatives to support the request of the Ontario Government to support the creation of the ODPL.

Public libraries in Ontario are critical infrastructure for successful, thriving communities. Millions of Ontarians rely on their local public libraries: to work, to learn to connect to community and government services, to find and train for a job, and to develop and grow small businesses.

Our public libraries are essential for bridging the digital divide in our smaller and rural communities. Over the past several years, the Ontario Government has recognized the crucial importance of the role public libraries play in bridging this divide. These infrastructure and connectivity investments made by the Ontario Government have built the necessary foundation to take the next step to empower all Ontarians with the online resources they need to succeed, no matter where they live in the province.

Providing equitable access to digital resources through public libraries is a logical next step in bridging the digital divide in Ontario. Ontario's public libraries are proposing the creation of the ODPL. By leveraging the province's purchasing power, Ontario can give all residents access to a universal set of high-quality e-learning and digital tools through their local public library.

The ODPL, through volume purchasing, can provide digital resources at a cost savings of up to 40% when compared to a direct subscription by an average Ontario public library. All Ontarians would be able to access these digital resources and tools directly through their local public library, whether in a branch, at home or on the go.

A provincial investment in the ODPL would save costs for all public libraries and help improve consistency of service delivery. This is an investment directly in the quality of supports that libraries can deliver – with the overwhelming majority of the investment going directly into digital resources.



April __, 2025

The Honourable Doug Ford

Premier of Ontario

RE: MOTION OF SUPPORT OF THE ONTARIO DIGITAL PUBLIC LIBRARY

Dear Premier Ford:

WHEREAS Ontario's public libraries are essential to equitable, reliable access to broadband internet and computers;

AND WHEREAS the Ontario government has already committed to recognizing the importance of public libraries to broadband connectivity, including the "Building a Digital Ontario" initiative whereby \$4.8 million in investments were provided for broadband upgrades to over 100 rural public libraries across the province;

AND WHEREAS people rely on local public libraries for access to digital resources, including for job and career skills training, language learning, tutoring, health information and virtual appointments, and accessibility services;

AND WHEREAS the Kawartha Lakes Public Library provides critical access to digital resources for many residents;

THEREFORE, BE IT RESOLVED THAT the Province of Ontario support the creation of an Ontario Digital Public Library, in line with the attached recommendation from the Ontario Federation of Public Libraries, (FOPL);

AND FURTHER THAT a copy of this motion be sent to

Minister of Tourism, Culture and Gaming
Dina Stevens, Executive Director, FOPL
Hon. Laurie Scott, MPP
Association of Municipalities of Ontario

Council Memorandum

Date:	April 8, 2025
To:	Committee of the Whole
From:	Councillor Perry
Re:	Exemption to Building Bylaw Fees for Building Permits to Remove Storm Water Connections from the Municipal Sanitary Sewage System

Recommendation

That the Memorandum from Councillor Perry, **regarding an Exemption to Building By-Law fees for Building Permits to Remove Connections Relating to Storm Water from the Municipal Sanitary Sewage System**, be received;

That the Chief Building Official bring forward an amendment to the fee schedule for By-Law 2024-219, being the By-Law to Provide for the Administration and Enforcement of the Building Code Act, 1992 within the City of Kawartha Lakes, to exempt applications related specifically to the plumbing modifications required to remove storm water connections from the municipal sanitary sewer system; and

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

Rationale

Demand on the wastewater treatment plant in Fenelon Falls increases with heavy surface runoff and rain water. Several times over the past years, the amount of water has resulted in system bypasses to ensure the local treatment plant does not overflow. When doing so, partially-treated and sometimes untreated sewage has entered the Fenelon River.

The Engineering Division has indicated that some premises have their rain drainage connected into the sanitary sewer system contributing to increased water flows in the sanitary sewers during storms. Accordingly, one means of reducing excessive flows into the wastewater treatment system is for residents to ensure their property's rain/melt water is not draining into the sanitary sewer and, if so, take measures including disconnecting eaves trough and/or basement weeping tiles (also known as foundation drains) from the sanitary sewer system. This work incurs costs to homeowners, including the fee relating to a legislated building permit application.

One way to incentivize and support this important work is to exempt the fee for the building permit application needed for residents to undertake disconnecting their storm drainage from the sanitary sewer system.

The current fee for a building permit application of this scope of work is \$266.00. As this project is not normally part of the Building & Septic Division's annual workplan, the loss of revenue cannot be quantified, as it will depend on uptake by the residents within the municipal sanitary catchment areas. The Building & Septic Division operates on a cost recovery model and the lost revenue is not anticipated to be at a level that cannot be easily absorbed by the yearly development activity.

While the intent is to introduce this exemption specific to Fenelon Falls, the fee exemption could be applied to residents City-wide.

Consulted:

Building and Septic Division, Development Services
Engineering Division, Engineering and Corporate Assets