

The Corporation of the City of Kawartha Lakes

Agenda

Regular Council Meeting

Tuesday, April 21, 2026

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 Tracy Richardson

Councillor Ron Ashmore

Councillor Mark Doble

Councillor Dan Joyce

Councillor Charlie McDonald

Councillor Mike Perry

Councillor Pat Warren

Councillor Emmett Yeo

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 17, 2026 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.	Opening Ceremonies	
2.1	O Canada	
2.2	Moment of Silent Reflection	
2.3	Adoption of Open Session Agenda	
3.	Disclosure of Pecuniary Interest	
4.	Notices and Information by Members of Council and Staff	
4.1	Council	
4.2	Staff	
5.	Council Minutes	20 - 57
	Special Council Meeting, March 24, 2026	
	Regular Council Meeting, March 24, 2026	
	That the Minutes of the Special Council and Regular Council Meetings of March 24, 2026, be received and adopted.	
6.	Deputations	
7.	Correspondence	
8.	Presentations	
9.	Committee of the Whole	
9.1	Correspondence Regarding Committee of the Whole Recommendations	
9.1.1	CC2026-05.9.1.1	58 - 58
	Support for the Adoption of the Agriculture and Food Action Plan 2026 to 2030	
	David Skrabek, Chair, Agricultural Development Advisory Committee relating to Item 9.3.9 on the Agenda	

That the correspondence from David Skrabek, Chair, Agricultural Development Advisory Committee, **regarding Support for the Adoption of the Agriculture and Food Action Plan 2026 to 2030**, be received.

9.1.2 CC2026-05.9.1.2 59 - 59

Opposition to the ALTO High Speed Rail Project

David Skrabek, Chair, Agricultural Development Advisory Committee relating to Item 9.3.6 on the Agenda

That the correspondence from David Skrabek, Chair, Agricultural Development Advisory Committee, **regarding Opposition to the ALTO High Speed Rail Project**, be received.

9.2 Committee of the Whole Minutes 60 - 72

Committee of the Whole Meeting, April 7, 2026

That the Minutes of the Committee of the Whole Meeting of April 7, 2026, be received and the recommendations, included in Section 9.3 of the Agenda, be adopted.

9.3 Business Arising from Committee of the Whole Minutes

9.3.1 CW2026-064

That the deputation of Laurie Reynolds, **regarding Concern Relating to the ALTO High Speed Rail Project**, be received.

9.3.2 CW2026-065

That the correspondence from Charles Harnick, of ADR Chambers, **regarding City of Kawartha Lakes - Integrity Commissioner Annual Report for the Operating Period of February 28, 2025 to February 27, 2026**, be received.

9.3.3 CW2026-066

That the correspondence from Paul Buckley, President of the Kawartha Lakes Haliburton Federation of Agriculture, **regarding Concerns Relating to the ALTO High Speed Rail Project**, be received.

9.3.4 CW2026-067

That the correspondence from Cassandra Gorrill and Adam Shea, of the Victoria Beef Farmers, **regarding Opposition to the ALTO High Speed Rail Project**, be received.

9.3.5 CW2026-068

That the presentation by Galen Yurex, of Kawartha Conservation, **regarding an Update on the Burnt River Flood Plain Mapping**, be received.

9.3.6 CW2026-069

That the Memorandum from Deputy Mayor Richardson, **regarding Agricultural Community Concerns regarding ALTO Consultation Process**, be received;

That the City of Kawartha Lakes formally oppose the ALTO project in its current form as expressed by Eastern Ontario Wardens' Caucus as it only proposes a single stop in the Eastern Ontario region, benefitting urban residents at the expense of rural residents and lands;

That the City of Kawartha Lakes formally request ALTO provide additional, accessible, in-person consultation opportunities within the City of Kawartha Lakes prior to advancing any decisions related to the ALTO initiative; and

That this resolution be forwarded to the Prime Minister of Canada, the Minister of Transport and the Member of Parliament for Haliburton–Kawartha Lakes.

9.3.7 CW2026-070

That the presentation by Ryan Oliver, of Ampere, **regarding the Economic Impact Assessment for Ampere**, be received.

9.3.8 CW2026-071

That the presentation by Kelly Maloney, Economic Development Officer - Agriculture, **regarding the Kawartha Lakes Agriculture and Food Action Plan 2026-2030**, be received.

9.3.9 CW2026-072

That Report ED2026-010, **Kawartha Lakes Agriculture and Food Action Plan 2026 to 2030**, be received; and

That the Kawartha Lakes Agriculture and Food Action Plan 2026 to 2030, substantially in the form attached as Appendix A, be approved.

9.3.10 CW2026-073

That the presentation by Sara Beukeboom, Director of Corporate Services, **regarding the 2025 Deficit Disposition and 2026 Challenges**, be received.

9.3.11 CW2026-074

That the correspondence from Heather Stauble, **Regarding Concerns Relating to the ALTO High Speed Rail Project**, be received.

9.3.12 CW2026-075

That Report PR2026-006, **Request for Reallocation of Capital Project Funds**, be received;

That funding for the Fenelon Township Pickleball Courts, Capital Project 950250114, in the amount of \$208,000.00, be reallocated to support the repainting and designation of pickleball courts at Memorial Park in Lindsay and the Little Britain Community Centre; and

That funding for the Fenelon Township Park Pathways and Parking Lot, Capital Project 950260115, in the amount of \$200,000.00, be reallocated to support the installation of a drilled well and septic system at the Fenelon Township Community Centre.

9.3.13 CW2026-076

That Report ED2026-015, **Proposed Heritage Designation of 7 Bond Street East, Village of Fenelon Falls (St. James' Anglican Church)**, be received;

That the Municipal Heritage Committee's recommendation to designate 7 Bond Street East under Part IV of the Ontario Heritage Act as being of cultural heritage value or interest be endorsed; and

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.

9.3.14 CW2026-077

That Report ED2026-016, **Proposed Heritage Designation of 43-45 Sherwood Street, Village of Bobcaygeon (Christ Anglican Church)**, be received;

That the Municipal Heritage Committee's recommendation to designate 43-45 Sherwood Street under Part IV of the Ontario Heritage Act as being of cultural heritage value or interest be endorsed; and

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.

9.3.15 CW2026-078

That Report ED2026-017, **Proposed Heritage Designation of 945 Frank Hill Road, Geographic Township of Emily (St. James' Anglican Church)**, be received;

That the Municipal Heritage Committee's recommendation to designate 945 Frank Hill Road under Part IV of the Ontario Heritage Act as being of cultural heritage value or interest be endorsed; and

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.

9.3.16 CW2026-079

That Report ED2026-023, **Economic Development Fund 2026**, be received;

That the Kinmount Community Volunteer Management Committee, being a Committee of Council, be approved for funding of \$3,866.57 from the Economic Development Fund Cultural Development Fund program 2026; and

That the unallocated funds of \$71,791.96 contribute to the City's annual surplus/deficit in accordance with the Budget and Surplus/Deficit Disposition Policy CP2026-006.

9.3.17 CW2026-080

That Report BLDG2026-001, **911 Municipal Addressing – Rural Installations**, be received;

That the recommended change to a property owner installation model be approved;

That the necessary Civic Addressing By-law substantially in accordance with Appendix 'A' be brought forward for adoption; and

That staff be authorized to proceed with amending the Consolidated Fees and Charges By-law 2018-234.

9.3.18 CW2026-081

That Report CLK2026-005, **Street, Municipal Facility and Park Naming Policy Update**, be received; and

That the Street, Municipal Facility and Park Naming Policy, as attached substantially in the form as Appendix A to Report CLK2026-005, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

9.3.19 CW2026-082

That Report CLK2026-006, **Council Policy Review – Final Report**, be received; and

That the Council Policies outlined within Table C within Report CLK2026-006, be renumbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

9.4 Items Extracted from Committee of the Whole Minutes

10. **Planning Advisory Committee**

10.1 Correspondence Regarding Planning Advisory Committee Recommendations

10.2 Planning Advisory Committee Minutes

73 - 84

Planning Advisory Committee Meeting, April 8, 2026

That the Minutes of the Planning Advisory Committee Meeting of April 8, 2026 be received and the recommendations, included in Section 10.3 of the Agenda, be adopted.

10.3 Business Arising from Planning Advisory Committee Minutes

10.3.1 PAC2026-023

That Report PLAN2026-020, Applications to Amend the City of Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Township of Ops Zoning By-Law 93-30 at 362 Highway 36, Lindsay – Speedy General Trading Ltd., be received for information.

10.3.2 PAC2026-024

That Report PLAN2026-022, Application to Amend the Township of Fenelon Zoning By-law 12-95 at 620 Fenel Road, Kirkfield – Rea, be received for information.

10.3.3 PAC2026-025

That Report PLAN2026-025, Applications to Amend the Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 at 96 Albert Street South, Lindsay - 755168 Ontario Limited, be received for information.

10.3.4 PAC2026-026

That the deputation of Diana Keay, regarding Report PLAN2026-018 - Kawartha Dairy (Item 6.1 on the Agenda), be received.

10.3.5 PAC2026-027

That Report PLAN2026-018, Application to Amend the Village of Bobcaygeon Zoning By-law 16-78 at 89 Prince Street West, Bobcaygeon - Kawartha Dairy, be received;

That a Zoning By-law Amendment respecting application D06-2024-012, substantially in the form attached as Appendix D to Report PLAN2026-018, be approved and adopted by Council; and

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

10.3.6 PAC2026-028

That Report PLAN2026-021, **Application to Amend the Township of Emily Zoning By-law 1996-30 at 964 Hayes Line, Omemee - 1000810255 Ontario Inc.**, be received;

That Zoning By-law Amendments respecting application D06-2025-004, substantially in the form attached as Appendix D and E to Report PLAN2026-021, be approved and adopted by Council; and

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

10.3.7 PAC2026-029

That Report PLAN2026-023, **Application to Amend the City of Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 with Redline revision to Draft Approved Plan of Subdivision at Tribute South Lands, Part Lots 23 and 24 Concession 4, Former Town of Lindsay – Tribute (Lindsay 1) Limited**, be received;

That an Official Plan Amendment respecting application D01-2025-003, substantially in the form attached as Appendix E to Report PLAN2026-023, be approved and adopted by Council;

That a Zoning By-law Amendment respecting application D06-2025-011, substantially in the form attached as Appendix D to Report PLAN2026-023, be approved and adopted by Council;

That a Redline Revision to Draft Approved Plan of Subdivision and revised conditions of Draft Approval respecting application D05-2025-003, substantially in the form attached as Appendix C to Report PLAN2026-023, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute the documents required by the approval of these applications.

10.3.8 PAC2026-030

That Report PLAN2026-026, Redline Revision to Draft Approved Plan of Subdivision 16T-22503 (Grace & Grand Phase 1), Part Lot 20, Concession 7, Geographic Township of Ops, City of Kawartha Lakes - Flato Lindsay Community Inc., be received;

That the Redlined Draft Plan of Subdivision and Revised Conditions of Draft Approval, substantially in the form attached as Appendices C and D to Report PLAN2026-026 be approved by Council; and

That the Mayor and Clerk be authorized to execute the documents and agreements required by the approval of this Application.

10.4 Items Extracted from Planning Advisory Committee Minutes

11. Consent Matters

That all of the proposed resolutions shown in Section 11.1 of the Agenda be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered.

11.1 Reports

11.1.1 CAO2026-002

85 - 105

Summitt Wellness Centre Update

Ron Taylor, Chief Administrative Officer

That Report CAO2026-002, Summit Wellness Centre Update, be received;

That Council approve an increase to the tax funded debenture for the Summit Wellness Centre project (953220301) to the upset amount of \$1,860,000.00;

That Council approve the Development Charge (DC) funding of \$7.1 Million to be converted to a DC debenture;

That the total \$25.5 Million project construction budget be reduced upon receipt of any grant approval; and

That the City's Long-Term Financial Plan be updated to reflect this increase.

11.1.2	CLK2026-007	106 - 116
	<p>Kawartha Lakes Nayoro Twinning Committee Constance Ellison, Executive Assistant, Mayor and Council</p> <p>That Report CLK2026-007, Kawartha Lakes-Nayoro Twinning Committee, be received;</p> <p>That the Lindsay-Nayoro Twinning Committee be re-established as a Volunteer Management Committee known as the Kawartha Lakes-Nayoro Twinning Volunteer Management Committee; and</p> <p>That the Terms of Reference appended to CLK2026-007 as Appendix A be adopted.</p>	
11.1.3	CORP2026-021	117 - 130
	<p>2026 Tax Policy Decisions Linda Liotti, Manager, Revenue and Taxation</p> <p>That Report CORP2026-021, 2026 Tax Policy Decisions, be received;</p> <p>That optional property classes for the 2026 tax year are not adopted;</p> <p>That the tax rate reduction for vacant and excess land in the commercial and industrial class be set at 0% for 2026;</p> <p>That the tax rate reduction for First Class Undeveloped Farm Land be set at 25% for 2026;</p> <p>That Council approve the 2026 tax ratios as outlined in Appendix A to report CORP2026-021;</p> <p>That the “Eligible amount” for the Low Income, Senior and Disabled Persons Property Tax relief be \$350.00; and</p> <p>That the necessary by-laws be brought forward to Council for consideration.</p>	
11.1.4	CORP2026-022	131 - 169
	<p>2025 Financial Year End Position Jessica Hood, Supervisor, Budget and Financial Planning</p>	

That Report CORP2026-022, **2025 Financial Year End Position**, be received;

That the 2025 Transit Area Rate deficit of \$605,207.32 be levied on the 2026 final tax bills;

That the 2025 Ontario Provincial Police area rate deficit of \$921,295.36 be levied on the 2026 final tax bills; and

That the 2025 General Operating Deficit of \$16,894,051.70 be financed as follows:

Reserve	GL Account	Amount
Asset Management Reserve - Uncommitted	1.32045 A412430	142,000.00
Fleet Reserve - Public Works	1.32070 A331184	95,029.28
Fleet Reserve - Fire	1.32070 A33193	144,670.37
Fleet Reserve Expansionary Capital	1.32070 A415260	250,000.00
Capital Contingency Reserve - Haul Routes	1.32248 A331185	482,298.23
Capital Contingency Reserve - 68 LSN	1.32248 A354025	14,738.00
Capital Contingency Reserve - Forestry and Trail	1.32248 A408086	352,773.54
Capital Contingency Reserve - Uncommitted	1.32248 A412430	3,825,990.33
Property Development Reserve - Agricultural Land Lease	1.32035 A407713	139,968.21
City Heritage Reserve - Heritage Victoria	1.32275 A408091	8,930.44
City Heritage Reserve - Anne Langton	1.32275 A408092	1,428.69
City Heritage Reserve - Somerville Heritage	1.32275 A409067	8,539.63
Short Term Rental Reserve	1.32282	130,674.00

General Tax Rate Stabilization - Economic Development	1.32285 A331182	247,295.25
General Tax Rate Stabilization - Public Works	1.32285 A331184	2,131,473.12
General Tax Rate Stabilization - Social Services Programs	1.32285 A408080	37,833.45
General Tax Rate Stabilization - Human Services	1.32285 A408081	1,989,197.16
General Tax Rate Stabilization - Uncommitted	1.32285 A412430	4,388,032.65
Special Projects Reserve - Uncommitted	1.32296 A412430	325,773.10
General Contingency Reserve - Planning	1.32090 A331192	176,134.50
General Contingency Reserve - Local Economic Development	1.32090 A410997	136,096.03
General Contingency Reserve - Uncommitted	1.32090 A412430	1,815,576.97
Bobcaygeon H Wilkinson Library	3.24055	1,650.25
Subdivider for Water - Emily	3.2407	13,454.71
Woodville M. Cronin Estate	3.2409	232.04
Grand Island Reserve - Fenelon Township	3.24095	34,261.75
Total Reserve Transfers		\$16,894,051.70

11.1.5

CORP2026-023

170 - 177

Council Remuneration (2027 to 2030)

Ron Taylor, Chief Administrative Officer

Sara Beukeboom, Director of Corporate Services

That Report CORP2026-023, **Council Remuneration (2027 to 2030)**, be received;

That Council salaries be established with a three percent annual increase effective the next term of Council (2027 to 2030);

That compensation for the Deputy Mayor be increased to \$12,000.00 per annum effective the next term of Council (2027 to 2030);

That the necessary by-laws be forwarded to Council for approval.

11.1.6

ENG2026-016

178 - 327

City Hall Campus Parking Impact Review

Joseph Kelly, Traffic Management Supervisor

That Report ENG2026-016, **City Hall Campus Parking Impact Review**, be received; and

That Alternative 2, generally described as reversing internal traffic flow within the City Hall parking area, converting the Cambridge Street North driveway to an entrance, converting the Francis Street driveway to an exit, and restricting Cambridge Street North to northbound-only traffic between Francis Street and Colborne Street West, as shown in the preliminary design in Appendix A to Report ENG2026-016 be endorsed as the preferred traffic measures to be incorporated into the Olde Gaol and City Hall Campus Parking and Landscaping Improvement Project.

11.1.7

CA2026-002

328 - 358

Contribution Agreement for the Canada Public Transit Fund

Daniel Horvath, Asset Management Coordinator

That Report CA2026-002, **Contribution Agreement for the Canada Public Transit Fund**, be received;

That the Mayor and City Clerk be authorized to execute the contribution agreement substantially in the form of that contained in the Appendix A of Report CA2026-002; and

That financing of existing capital projects affected by this agreement be adjusted as required such that displaced financing is returned to its source.

11.1.8

PLAN2026-027

359 - 367

By-Law to Deem 89 Prince Street West, Bobcaygeon (Kawartha Dairy)

Lauryn Coughlan, Planner II

That Report PLAN2026-027, By-law to Deem 89 Prince Street West, Bobcaygeon (Kawartha Dairy), be received;

That a Deeming By-law respecting 89 Prince Street West, Bobcaygeon (Kawartha Dairy), substantially in the form attached as Appendix B and C to Report PLAN2026-027, be approved and adopted by Council; and

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

11.1.9

ED2026-024

368 - 373

Young Canada Works Funding Agreement

Emily Turner, Economic Development Officer - Heritage Planning

That Report ED2026-024, Young Canada Works Funding Agreement, be received; and

That the Mayor and Clerk, following a review of agreements to the satisfaction of the City Solicitor, be authorized to execute the documents and agreements with the Government of Canada and National Trust for the Young Canada Works – Building Careers in Heritage Program for 2026-2027.

11.2

Items Extracted from Consent

12.

Petitions

12.1

CC2026-06.12.1

374 - 374

Request for the Installation of an All-Way Stop at Bond Street and Cambridge Street North and at Bond Street and Victoria Avenue North, Lindsay

A copy of the petition with 53 signatures is available for viewing at the Clerk's Office

Julie Marquis

13.

Other or New Business

14.

By-Laws

That the By-Laws shown in Section 14.1 of the Agenda, namely: Items 14.1.1 to and including 14.1.17 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

14.1

By-Laws by Consent

14.1.1	CC2026-05.14.1.1 By-Law to Amend the Village of Bobcaygeon Comprehensive Zoning By-Law 16-78 to Rezone Land within the City of Kawartha Lakes (89 Prince Street West, Bobcaygeon (Kawartha Dairy))	375 - 378
14.1.2	CC2026-05.14.1.2 By-Law to Amend the Township of Emily Comprehensive Zoning By-Law No. 1996-30 to Rezone Land within the City of Kawartha Lakes (964 Hayes Line, Omemee) (1000810255 Ontario Inc.)	379 - 381
14.1.3	CC2026-05.14.1.3 By-Law to Amend the City of Kawartha Lakes Rural Zoning By-Law No. 2024-113 to Rezone Land within the City of Kawartha Lakes (964 Hayes Line, Omemee)	382 - 384
14.1.4	CC2026-05.14.1.4 By-Law to Amend the City of Kawartha Lakes Official Plan to Redesignate Lands within the City of Kawartha Lakes (Tribute South Lands (Tribute (Lindsay 1) Limited))	385 - 389
14.1.5	CC2026-05.14.1.5 By-Law to Amend the Town of Lindsay Zoning By-Law No. 2000-75 to Rezone Land within the City of Kawartha Lakes (Tribute South Lands (Tribute (Lindsay 1) Limited))	390 - 395
14.1.6	CC2026-05.14.1.6 By-Law to Deem Part of a Plan of Subdivision, Previously Registered for Lands within Kawartha Lakes, not to be a Registered Plan of Subdivision in Accordance with the Planning Act PIN # 63130-0058 (LT), 63130-0117 (LT), 63130-0118 (LT), 63130-0060 (LT), 63130-0061 (LT), 63130-0057 (LT), 63130-0056 (LT), 63130-0272 (LT), 63130-0005 (LT), 63130-0139 (LT), 63130-0140 (LT), 89 Prince Street West (Kawartha Dairy), former Village of Bobcaygeon, Now City of Kawartha Lakes	396 - 398
14.1.7	CC2026-05.14.1.7 By-Law to Regulate Civic Addressing in the City of Kawartha Lakes	399 - 408

14.1.8	CC2026-05.14.1.8 By-Law to Authorize the Acquisition of the Property Legally Described as Part of Lot 2 Concession 14 Somerville as in A47564; Kawartha Lakes, being Parts 2, 3, and 4 on Plan 57R-11387, being Part of PIN: 63120-0234 (LT) (Boundary Road)	409 - 410
14.1.9	CC2026-05.14.1.9 By-Law to Establish 2026 Tax Ratios in the City of Kawartha Lakes	411 - 413
14.1.10	CC2026-05.14.1.10 By-Law to Set Tax Rate Reductions for the Prescribed Subclasses in the City of Kawartha Lakes for the Year 2026	414 - 416
14.1.11	CC2026-05.14.1.11 By-Law to Limit Tax Decreases on Commercial, Industrial and Multi-Residential Properties for 2026 in the City of Kawartha Lakes	417 - 419
14.1.12	CC2026-05.14.1.12 By-Law to Establish 2026 Tax Rates in the City of Kawartha Lakes	420 - 432
14.1.13	CC2026-05.14.1.13 By-Law to Provide 2026 Tax Relief to Certain City of Kawartha Lakes Property Owners Who are Low Income Elderly Persons, Low Income Persons Between the Ages of 55 and 64, Low Income Disabled Persons or Ontario Disability Support Program Recipients	433 - 436
14.1.14	CC2026-05.14.1.14 By-Law to Provide 2026 Water Rate Relief to Certain City of Kawartha Lakes Property Owners who are Low Income Elderly Persons, Low Income Persons Between the Ages of 55 and 64, Low Income Disabled Persons or Ontario Disability Support Program Recipients	437 - 441
14.1.15	CC2026-05.14.1.15 By-Law to Authorize the Imposition of Special Charges relating to the Septic Rehabilitation Loan Program for 678 Sandringham Road, Woodville (Roll No. 1651 160 020 02801.0000) in the City of Kawartha Lakes	442 - 446

14.1.16	CC2026-05.14.1.16	447 - 451
	By-Law to Authorize the Imposition of Special Charges relating to the Septic Rehabilitation Loan Program for 29 Odessa Road, Bobcaygeon (Roll No. 1651 026 020 12101.0000) in the City of Kawartha Lakes	
14.1.17	CC2026-05.14.1.17	452 - 455
	By-Law to Set the Remuneration Level to be Paid to the Municipal Council in the City of Kawartha Lakes	
14.2	By-Laws Extracted from Consent	
15.	Notice of Motion	
16.	Closed Session	
16.1	Adoption of Closed Session Agenda	
16.2	Disclosure of Pecuniary Interest in Closed Session Items	
16.3	Move Into Closed Session	
	That Council convene into closed session at ____ p.m. pursuant to Section 239(2) of the Municipal Act, S.O. 2001 s.25, in order to consider matters identified in Section 16.3 of the Regular Council Meeting Agenda of Tuesday, April 21, 2026, namely Items 16.3.1 to and including 16.3.4.	
16.3.1	CC2026-05.16.3.1	
	Confidential Closed Session Minutes, Regular Council Meeting of March 24, 2026	
	Municipal Act, 2001 s.239(2)(b) personal matter about identifiable individuals	
	Municipal Act, 2001 s.239(2)(c) proposed or pending acquisition or disposition of land by the municipality or local board	
	Municipal Act, 2001 s.239(2)(d) labour relations or employee negotiations	
16.3.2	ML2026-002	
	Short Term Rental - Owner Appeal	
	Municipal Act, 2001 s.239(2)(b) personal matters about identifiable individuals	
	Aaron Sloan, Manager of Municipal Law Enforcement and Licensing	

16.3.3 LGL2026-002
Department of National Defence - Arctic Over the Horizon Site - Thistle Trail - Laxton
Municipal Act, 2001 s.239(2)(c) proposed or pending acquisition or disposition of land by the Municipality or Local Board
Municipal Act, 2001 s.239(2)(f) advice that is subject to solicitor-client privilege
Municipal Act, 2001 s.239(2)(h) information explicitly supplied in confidence to the municipality or local board by Canada, a province or territory or a Crown agency of any of them
Robyn Carlson, City Solicitor

16.3.4 CORP2026-024
2026 Accessibility Awareness Recognition Awards
Municipal Act, 2001 s.239(2)(b) personal matters about identifiable individuals
Christine Briggs, IDEA Partner

17. **Matters from Closed Session**

18. **Confirming By-Law** 456 - 456
By-Law to Confirm the Proceedings of the Regular Council Meeting of April 21, 2026

19. **Adjournment**

The Corporation of the City of Kawartha Lakes
Minutes
Special Council Meeting

CC2026-03
Tuesday, March 24, 2026
Open Session Commencing at 12:30 p.m.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Mayor Doug Elmslie
Deputy Mayor Tracy Richardson
Councillor Ron Ashmore
Councillor Mark Doble
Councillor Dan Joyce
Councillor Charlie McDonald
Councillor Mike Perry
Councillor Pat Warren
Councillor Emmett Yeo

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

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

Mayor Elmslie called the Meeting to order at 12:30 p.m. Deputy Mayor T. Richardson and Councillors R. Ashmore, D. Joyce, C. McDonald, M. Perry, and P. Warren were in attendance in Council Chambers.

Councillor E. Yeo was absent.

CAO R. Taylor, City Clerk C. Ritchie, Deputy Clerk S. O'Connell, Directors S. Beukeboom, K. Cotton, C. Faber and Executive Assistant to Human Services H. Russett were also in attendance in Council Chambers.

Treasurer C. Daynes was in attendance electronically.

2. Adoption of Agenda

CR2026-076

Moved By Councillor Warren

Seconded By Councillor McDonald

That the agenda for the Special Council Meeting of March 24, 2026 be adopted as circulated.

Carried

3. Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

4. The Special Council Meeting Shall Recess for the Kawartha Lakes-Haliburton Housing Corporation (KLHHC) Annual General Meeting

The Special Council Meeting recessed at 12:32 p.m. for the Kawartha Lakes Haliburton Housing Corporation Annual General Meeting.

5. CC2026-03.5.1

Kawartha Lakes-Haliburton Housing Corporation Annual General Meeting
Cheryl Faber, Acting Executive Director

6. The Special Council Meeting Shall Reconvene Following the Conclusion of the Kawartha Lakes-Haliburton Housing Corporation (KLHHC) Annual General Meeting

The Special Council Meeting reconvened at 12:40 p.m.

7. Confirming By-Law

By-Law to Confirm the Proceedings of the Special Council Meeting of March 24, 2026

CR2026-077

Moved By Councillor Perry

Seconded By Deputy Mayor Richardson

That a by-law to confirm the proceedings of a Special Council Meeting held Tuesday, March 24, 2026 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

Carried

8. Adjournment

CR2026-078

Moved By Councillor Perry

Seconded By Deputy Mayor Richardson

That the Council Meeting adjourn at 12:41 p.m.

Carried

Read and adopted this 21 day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes
Minutes
Regular Council Meeting

CC2026-04
Tuesday, March 24, 2026
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 Tracy Richardson
Councillor Ron Ashmore
Councillor Mark Doble
Councillor Dan Joyce
Councillor Charlie McDonald
Councillor Mike Perry
Councillor Pat Warren
Councillor Emmett Yeo

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

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

Mayor Elmslie called the Meeting to order at 1:00 p.m. Deputy Mayor T. Richardson and Councillors R. Ashmore, M. Doble, D. Joyce, C. McDonald, M. Perry and P. Warren were in attendance in Council Chambers.

Councillor E. Yeo was absent.

CAO R. Taylor, City Clerk C. Ritchie, Deputy Clerk S. O'Connell, Directors L. Barrie, S. Beukeboom, K. Cotton, C. Faber, J. Johnson, O. Vigelius, J. Rojas and Paramedic Chief S. Johnston were also in attendance in Council Chambers.

City Solicitor R. Carlson, Chief Information Officer P. Evans, Economic Development Officer - Agriculture K. Maloney and Economic Development Officer E. Turner were also in attendance electronically.

2. Opening Ceremonies

2.1 O Canada

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

2.2 Moment of Silent Reflection

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

2.3 Adoption of Open Session Agenda

CR2026-079

Moved By Councillor Warren

Seconded By Councillor Joyce

That the Agenda for the Open Session of the Regular Council Meeting of Tuesday, March 24, 2026, be adopted as circulated.

Carried

3. Disclosure of Pecuniary Interest

Councillor Warren declared a pecuniary interest in relation to item 11.1.17, as she resides on the road that is subject to Report.

4. Notices and Information by Members of Council and Staff

4.1 Council

Councillor Doble:

- Residents were encouraged to register for Easter in the Park which will be held at the Victoria Park Armoury in Lindsay on Saturday, March 28th starting at 9:00 a.m. and 12:00 p.m. The event will be hosted by the City of Kawartha Lakes, in coordination with Revel Realty and the Kawartha Lakes Public Library. Participants will be asked to bring a non-perishable food donation in support of Kawartha Lakes Food Source; and
- The Kawartha Art Gallery is proud to announce the second concert as part of the Young Musicians Showcase. The concert will be held at Celebrations on Wednesday, April 15th and it will feature musicians from LCVI, Mariposa Elementary School, Rolling Hills Public School and the newly formed Kawartha Lakes Youth Concert Band. Words of appreciation were extended to the organizers of the event for championing our local young musicians.

Councillor Warren

- Words of congratulations were extended to Paralympic Gold Medalist Jon Thurston on his gold medal win for curling at the Milano Cortina 2026 Paralympic Winter Games;
- Words of appreciation were extended to Kawartha Lakes OPP Constable Daynes for an informative Coffee with a Cop on Friday, March 20th. Words of appreciation were extended to the Bobcaygeon Legion for hosting the event; and
- The Province of Ontario has advanced a proposal to restructure the 36 Conservation Authorities in Ontario into 9 Regional Conservation Authorities. These new regional conservation authorities would cover significantly larger multi watershed regions. The Conservation Authorities in the City of Kawartha Lakes would be combined into a new Eastern Lake Ontario Conservation Area covering almost 19,000 square kilometers. From a governance perspective, the model introduces enhanced provincial oversight through a proposed Ontario Provincial Conservation Agency (the "OPCA") which will be aiming to improve efficiency through standardization, efficiency and service delivery across regions. Municipal representation will continue with representation by upper tier and single tier municipalities through representation on governance boards. The

Province has indicated that transition planning will be led by the OPCA into 2027.

Councillor Perry:

- The Easter Eggstravaganza will be held in Fenelon Falls on Saturday, March 30th at 10:00 a.m. It will be a day filled with free activities; including sidewalk chalk eggs, a colouring contest, a draw for an Easter basket, hot chocolate, photo ops and more;
- The Kawartha Lakes Country Living Show will be held at the Fenelon Falls Community Centre from Friday, April 17th to Sunday, April 19th. The event will feature over 120 booths filled with products and services specifically targeted to the country home, farm and cottage owner; and
- Words of recognition were extended to the Fenelon Falls Farmers Market on their recent Annual General Meeting. The Fenelon Falls Farmers Market grows larger every year and it is located at the corner of John and Bond Street West every Friday morning from May 24th on from 9:00 a.m. to 12:00 p.m. and there are lots of opportunities to buy local products.

Councillor Joyce:

- The 19th Annual Machik Dinner will be held in at the Victoria Park Armoury on Saturday, May 2nd. The dinner will feature Tibetan Asian fusion cuisine and proceeds from the event will be used to support a primary school in Chungba, Tibet;
- The Kinmount Branch of the Kawartha Lakes Public Library will be hosting a Seedy Saturday Event on Saturday, April 18th with the Kinmount and Friends Garden Club. The Lindsay Branch of the Kawartha Lakes Public Library will be launching a new seed library on Saturday, April 18th. All branches of the Kawartha Lakes Public Library will be hosting events from Saturday, April 18th to Wednesday, April 22nd to recognize Earth Day. Residents were encouraged to contact their local branch of the Kawartha Lakes Public Library for more information on the Earth Day events; and
- The City of Kawartha Lakes received a favourable mention British Airways Highlife Magazine encouraging individuals to explore cottage country in Kawartha Lakes.

Councillor McDonald:

- A Spotlight on Agriculture Event will be held on Friday, April 17th at the Little Britain Community Centre. The event will focus on networking and learning relating to agriculture;
- The Lindsay Chamber of Commerce Evening of Excellence will be held on Saturday, April 25th;
- Words of congratulations were extended to the Fleming Phoenix Women's "A" and Men's "A" Loggersports teams for claiming the National Champion for both the Women's and Men's "A" Divisions in the same academic year; and
- The Kawartha Lakes Home and Cottage Show will be held from Friday, March 27th to Sunday, March 29th at the Lindsay Fairgrounds. The event will feature 140 trusted vendors showcasing everything you need for your home or cottage projects.

Councillor Ashmore:

- The Omemee Community Fund will be hosting an Easter event on Friday, April 3rd at the Omemee Legion. The event will feature crafts and activity stations, a Zoo to You exhibit and the Easter Bunny;
- Words of congratulations were extended to congratulate Don MacCumber, former Warden of Victoria County and former reeve for the Township of Emily, on being awarded the Meritorious Service Award for his long term service with the Royal Canadian Legion; and
- Words of congratulations were extended to Paralympic Gold Medalist Jon Thurston on his gold medal win for curling at the Milano Cortina 2026 Paralympic Winter Games. An event will be held at the Dunsford Community Centre on Sunday, April 12th to celebrate the gold medal win.

Deputy Mayor Richardson:

- A Spring Craft Show will be held on Saturday, March 28th at the Bethany United Church to offer handmade goods created by local artisans;
- An Easter Egg Hunt will be held on Saturday, April 4th at the Sandy Hook Road Snowmobile Club;
- Words of appreciation were extended to the Fowlers Corner and District Lion's Club. They have raised over \$86,000.00 as a result of their

fundraising endeavors which has an incredible impact on the local community;

- The first ever inSteam event was held at Ampere on March 25th. The event was a partnership between the Women Changemakers Fund of Kawartha Lakes and Ampere to provide an opportunity for participants to spend the day connecting, learning, sharing and exploring STEAM; and
- Words of condolence were extended in light of the passing of Art Field. Mr. Field was the founder of the Little Britain Merchants Junior "C" hockey organization.

Mayor Elmslie:

- Kawartha Lakes Funders Forum will be held on Thursday, April 9th at the Victoria Park Armoury. It will provide a half-day event designed to help local partners understand available funding programs and connect directly with the people behind them.

4.2 Staff

5. Council Minutes

Regular Council Meeting, February 24, 2026

CR2026-080

Moved By Councillor Perry

Seconded By Councillor Warren

That the Minutes of the Regular Council Meeting of February 24, 2026, be received and adopted.

Carried

6. Deputations

7. Correspondence

8. Presentations

9. Committee of the Whole

9.1 Correspondence Regarding Committee of the Whole Recommendations

9.1.1 CC2026-04.9.1.1

Correspondence regarding a Request for Development Charges to be Waived for a Proposed Industrial Development

Relating to Item 9.3.5 on the Agenda
Jason MacDonald, Lighthouse Cabinetry

CR2026-081

Moved By Councillor McDonald
Seconded By Deputy Mayor Richardson

That the correspondence from Jason MacDonald, of Lighthouse Cabinetry, regarding a **Request for Development Charges to be Waived for a Proposed Industrial Development**, be received.

Carried

9.2 Committee of the Whole Minutes

Committee of the Whole Meeting, March 10, 2026

CR2026-082

Moved By Councillor McDonald
Seconded By Deputy Mayor Richardson

That the Minutes of the Committee of the Whole Meeting of March 10, 2026 be received and the recommendations, included in Section 9.3 of the Agenda, save and except for Items 9.3.5, 9.3.11, 9.3.30 and 9.3.31, be adopted.

Carried

9.3 Business Arising from Committee of the Whole Minutes

9.3.1 CW2026-030

That the presentation by Sara Johnston, Paramedic Chief, regarding **Paramedic Service Operational Key Performance Indicators**, be received.

Carried

9.3.2 CW2026-031

That Report EMS2026-001, **Paramedic Service Operational Key Performance Indicators**, be received.

Carried

9.3.3 CW2026-032

That the presentation by Terry Jones, Fire Chief, **regarding the Kawartha Lakes Fire Rescue Service 2025 Annual Update**, be received.

Carried

9.3.4 CW2026-033

That Report FIRE2026-001, **Kawartha Lakes Fire Rescue Service 2025 Annual Report**, be received.

Carried

9.3.6 CW2026-035

That the presentation by Carolyn Daynes, City Treasurer, **regarding the Budget and Surplus/Deficit Disposition Policy**, be received.

Carried

9.3.7 CW2026-036

That Report CORP2026-001, **Budget and Surplus/Deficit Disposition Policy**, be received;

That Council Policies CP2021-014 – Budget Policy, CP2023-003 – Capital and Special Projects Policy, and CP2024-009 – Operating Surplus Disposition Policy be rescinded;

That the Budget and Surplus/Deficit Disposition Policy as outlined in Appendix A to report CORP2026-001 be adopted, numbered and inserted into the Corporate Policy Manual; and

That any future operating surpluses for the Kawartha Lakes Haliburton Housing Corporation be administered as per section 3.12 of the Budget and Surplus/Deficit Disposition Policy.

Carried

9.3.8 CW2026-037

That the presentation by Brandon Clarkson, Manager of Customer Experience, **regarding the Customer Experience: Division and Corporate Program Update**, be received.

Carried

9.3.9 CW2026-038

That Report CS2026-001, **Customer Experience: Division and Corporate Program Update**, be received;

That the Customer Experience Commitment Council Policy, as attached as Appendix B to Report CS2026-001, be approved, numbered and inserted in the Corporate Policy Manual; and

That the Corporate Complaints Handling Council Policy, as attached as Appendix C to Report CS2026-001, be approved, numbered and inserted in the Corporate Policy Manual, replacing all predecessor versions.

Carried

9.3.10 CW2026-039

That the presentation by Launa Macey, Supervisor, Financial Services, Procurement, **regarding a Procurement Policy Update**, be received.

Carried

9.3.12 CW2026-041

That the presentation by Emily Turner, Economic Development Officer - Heritage Planning, **regarding the Indigenous Reconciliation Strategy**, be received.

Carried

9.3.13 CW2026-042

That the presentation by Josh Dunsworth, Manager of Strategy and Innovation, **regarding the Strategic Plan Annual Report**, be received.

Carried

9.3.14 CW2026-043

That Report CORP2026-008, **Strategic Plan Annual Report**, be received.

Carried

9.3.15 CW2026-044

That Report RS2026-010, **Proposed Surplus Declaration, Closure and Sale of a Portion of Shoreline Road Allowance adjacent to 88 Talbot Road**, be received;

That the subject property, being a portion of shoreline road allowance adjacent to 88 Talbot Road, be declared surplus to municipal needs;

That the closure of the portion of shoreline road allowance to the adjoining landowner be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale (including a condition that the subject portion of shoreline road allowance merge with the purchaser's adjacent property on closing);

That Council set the value of the land at the set price of \$9.00 per square foot of shoreline road allowance adjacent to a lake, unless the purchasers wish to pay for an appraisal, in which case, Council set the value of the land at the lower of the set price of \$9.00 per square foot of shoreline road allowance adjacent to a lake or the appraised value;

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

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

That a deeming by-law be passed contemporaneously with the disposition by-law, if appropriate; and

That the Mayor and Clerk be authorized to sign all documents to facilitate the road closing and conveyance of the lands.

Carried

9.3.16 CW2026-045

That Report RS2026-011, **Proposed Surplus Declaration, Closure and Sale of a Portion of Shoreline Road Allowance adjacent 94 Talbot Road**, be received;

That the subject property, being a portion of shoreline road allowance adjacent to 94 Talbot Road, be declared surplus to municipal needs;

That the closure of the portion of shoreline road allowance to the adjoining landowner be supported, in principle, in accordance with the provisions of By-Law 2018-020, as amended, and the Municipal Act, 2001, and subject to the parties entering into a conditional Agreement of Purchase and Sale (including a condition that the subject portion of shoreline road allowance merge with the purchaser's adjacent property on closing);

That Council set the value of the land at the set price of \$9.00 per square foot of shoreline road allowance adjacent to a lake, unless the purchasers wish to pay for an appraisal, in which case, Council set the value of the land at the lower of

the set price of \$9.00 per square foot of shoreline road allowance adjacent to a lake or the appraised value;

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

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

That a deeming by-law be passed contemporaneously with the disposition by-law, if appropriate; and

That the Mayor and Clerk be authorized to sign all documents to facilitate the road closing and conveyance of the land.

Carried

9.3.17 CW2026-046

That Report HS2026-002, **Non-Profit Housing Provider End of Mortgage Framework**, be received;

That the Community Housing End of Mortgage and Service Agreement Framework, provided as Attachment 1 of Report HS2026-002, be approved, subject to minor modifications authorized by the Director of Human Services, provided they support the long-term sustainability of the community housing portfolio and do not commit to financial obligations that will impact the City's annual budget; and

That the Director of Human Services or designate be authorized and directed to enter into service agreements with housing providers for projects (buildings) under the Housing Services Act, 2011, c. 6, Sched. 1, that reach End of Mortgage and execute any ancillary agreements or documents in order to provide ongoing affordability for tenants and long-term sustainability for the project, in a form satisfactory to the City Solicitor.

Carried

9.3.18 CW2026-047

That Report WM2026-003, **Leaf and Yard Collection Program Considerations**, be received;

That the existing level of curbside leaf and yard collection service be maintained; and

That Staff conduct additional research and consider options for leaf and yard collection service as part of the next waste collection contract.

Carried

9.3.19 CW2026-048

That Report WWW2026-001, **Extra Strength Surcharge Policy Amendments**, be received; and

That the policy entitled Extra Strength Surcharge Policy, attached as Appendix B to report WWW2026-001, be adopted and numbered for inclusion in the City's Policy Manual, replacing all predecessor version.

Carried

9.3.20 CW2026-049

That Report WM2026-001, **Lindsay Ops Landfill Public Review Committee 2025 Work Summary and 2026 Work Plan**, be received; and

That the 2026 Lindsay Ops Public Review Committee Work Plan as outlined in Appendix A to Report WM2026-001, be approved.

Carried

9.3.21 CW2026-050

That Report WM2026-002, **Waste Management Advisory Committee 2025 Work Summary and 2026 Work Plan**, be received; and

That the 2026 Waste Management Advisory Committee Work Plan, as outlined in Appendix A to Report WM2026-002, be approved.

Carried

9.3.22 CW2026-051

That Report PR2026-003, **Parks Advisory Committee Annual Report and 2026 Work Plan**, be received.

Carried

9.3.23 CW2026-052

That Report ED2026-006, **Municipal Heritage Committee 2026 Work Plan**, be received; and

That the 2026 Municipal Heritage Committee Work Plan as outlined in Appendix B be approved.

Carried

9.3.24 CW2026-053

That Report ED2026-007, **Agricultural Development Advisory Committee 2026 Work Plan**, be received; and

That the Agricultural Development Advisory Committee 2026 Work Plan as outlined in Appendix B to Report ED2026-007 be approved.

Carried

9.3.25 CW2026-054

That Report CORP2026-016, **Kawartha Lakes Accessibility Advisory Committee Annual Update and 2026 Work Plan**, be received; and

That the 2026 work plan for the Kawartha Lakes Accessibility Advisory Committee be approved.

Carried

9.3.26 CW2026-055

That Report PLAN2026-013, **Environmental Advisory Committee 2026 Work Plan**, be received; and

That the 2026 Environmental Advisory Committee Work Plan outlined in Appendix B to Report PLAN2026-013 be approved.

Carried

9.3.27 CW2026-056

That Report ENG2026-010, **Kawartha Lakes Airport Advisory Committee Annual Update and 2026 Work Plan**, be received.

Carried

9.3.28 CW2026-057

That Report CLK2026-002, **Deputy Mayor Policy**, be received; and

That the policy entitled Deputy Mayor Policy, appended to Report CLK2026-002 as Appendix A, be adopted, numbered and inserted in the Corporate Policy Manual.

Carried

9.3.29 CW2026-058

That Report CORP2026-014, **Corporate Communications Strategy Progress Update**, be received.

Carried

9.3.32 CW2026-061

That Report PR2026-004, **Trails Master Plan Annual Update**, be received.

Carried

9.4 Items Extracted from Committee of the Whole Minutes

9.3.5 CW2026-034

CR2026-083

Moved By Councillor McDonald

Seconded By Councillor Doble

That the deputation of Jason MacDonald, **regarding a Request for Development Charges to be Waived for a Proposed Industrial Development**, be received and referred to Staff for review and report back by the end of Q2, 2026

Carried

9.3.11 CW2026-040

CR2026-084

Moved By Councillor Perry

Seconded By Councillor Doble

That Section 5.5 of the proposed Procurement Policy be referred to Staff to obtain a legal opinion on the application of the of the Discriminatory Business Practices Act to procurement by the City of Kawartha Lakes; and

That Staff report back to Council by the end of Q2, 2026.

Carried

Moved By Councillor Joyce

Seconded By Councillor Ashmore

That Staff be directed to amend Sections 5.5.1 and 5.5.2 of the proposed Procurement Policy to require that procurement be fulfilled using Ontario or Canadian sources when those options are available.

Motion Failed

CR2026-085

Moved By Deputy Mayor Richardson

Seconded By Councillor Warren

That Report CORP2026-005, **Procurement Policy Update**, be received;

That the Procurement Policy, attached as Appendix A to Report CORP2026-005, save and except for Section 5.5, be adopted and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions; and

That the Sustainable Procurement Policy CP2020-002 be rescinded.

Carried

9.3.30 CW2026-059

CR2026-086

Moved By Councillor Warren

Seconded By Councillor Perry

That Report ED2026-011, **Request for Support - Soil Health Report**, be received;

That the concepts of enhancing soil health contained within the Senate Standing Committee on Agriculture and Forestry report entitled Critical Ground: Why Soil is Essential to Canada's Economic, Environmental, Human and Social Health, be supported;

That the Federal and Provincial Governments be encouraged to further investigate the implementation of recommendations contained within the report and recognize the urgency of protecting and conserving soil health;

That staff be directed to consider, where locally appropriate, the inclusion of soil health protection measures and related recommendations during future updates to the Official Plan, Economic Development Strategy, and Agriculture and Food Action Plan; and

That this resolution be forwarded to the:

- Senate Standing Committee on Agriculture and Forestry
- Prime Minister of Canada
- Federal Minister of Agriculture and Agri-Food and Rural Economic Development
- Federal Minister of Health

- Federal Ministry of Environment and Climate Change
- Member of Parliament Jamie Schmale
- Federation of Canadian Municipalities
- Premier of Ontario
- Provincial Minister of Agriculture, Food and Agribusiness
- Member of Provincial Parliament Laurie Scott
- Provincial Minister of Municipal Affairs and Housing
- Provincial Ministry of Rural Affairs
- Provincial Minister of the Environment, Conservation and Parks
- Rural Ontario Municipal Association
- Association of Municipalities of Ontario
- Ontario Federation of Agriculture.

Carried

9.3.31 CW2026-060

CR2026-087

Moved By Councillor McDonald

Seconded By Councillor Doble

That Report ED2026-012, **Proposed Heritage Listing of 173 Lindsay Street South, Town of Lindsay**, referred back to Staff for further review and report back following the sale of the subject property, or, by the end of Q2, 2027.

Carried

10. Planning Advisory Committee

10.1 Correspondence Regarding Planning Advisory Committee Recommendations

10.2 Planning Advisory Committee Minutes

Planning Advisory Committee Meeting, March 11, 2026

CR2026-088

Moved By Deputy Mayor Richardson

Seconded By Councillor Warren

That the Minutes of the Planning Advisory Committee Meeting of March 11, 2026, be received and the recommendations, included in Section 10.3 of the Agenda, be adopted.

Carried

10.3 Business Arising from Planning Advisory Committee Minutes

10.3.1 PAC2026-019

That Report PLAN2026-015, **Applications to Amend the Kawartha Lakes Official Plan and Lindsay Zoning By-law 2000-75 at 0 Greenfield Rd - Macdonald Innovative Technologies** be received for information and referred back to staff for further review.

Carried

10.3.2 PAC2026-020

That Report PLAN2026-014, **Application to Amend the Township of Eldon Comprehensive Zoning By-law 94-14 at 77 Driftwood Shores Road, Kirkfield - Smythe**, be received;

That Zoning By-law Amendments respecting application D06-2025-019, substantially in the form attached as Appendix D and E to Report PLAN2026-014, be approved and adopted by Council; and

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

Carried

10.4 Items Extracted from Planning Advisory Committee Minutes

11. Consent Matters

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

Councillor Ashmore Items 11.1.4, 11.1.10 and 11.1.17

Councillor Joyce Items 11.1.2, 11.1.4, 11.1.10 and 11.1.16

Councillor Perry Item 11.1.5
Councillor Warren Items 11.1.2, 11.1.5

Moved By Councillor Doble

Seconded By Councillor McDonald

That all of the proposed resolutions shown in Section 11.1 of the Agenda, save and except for Items 11.1.2, 11.1.4, 11.1.5, 11.1.10, 1.1.16 and 11.1.17, be approved and adopted by Council in the order that they appear on the agenda and sequentially numbered.

Carried

11.1 Reports

11.1.1 RS2026-006

Proposed Amendments to CP2021-033 Disposal of Real Property Policy

Robyn Carlson, City Solicitor

Laura Carnochan, Manager, Realty Services

CR2026-089

That Report RS2026-006, **Proposed Amendments to CP2021-033 Disposal of Real Property Policy**, be received; and

That the Disposal of Real Property Policy, attached as Appendix B to Report RS2026-006, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

Carried

11.1.3 RS2026-014

Proposed Amendments to the Policy CP2018-007, being the Land Management Policy

Robyn Carlson, City Solicitor

Laura Carnochan, Manager, Realty Services

CR2026-090

That Report RS2026-014, **Proposed Amendments to CP2018-007 Land Management Policy**, be received; and

That the Land Management Policy, attached as Appendix B to Report RS2026-014, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

Carried

11.1.6 CLK2026-004

Review of Clerk's Office Related Policies

Cathie Ritchie, City Clerk

Joel Watts, Deputy Clerk

Sarah O'Connell, Deputy Clerk

CR2026-091

That Report CLK2026-004, **Review of Clerk's Office Related Policies**, be received;

That the Policy System Policy, as attached as Appendix D to Report CLK2026-004, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions;

That the Council Expense Policy, as attached as Appendix F to Report CLK2026-004, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions;

That the Elected Officials Records Correspondence Policy, as attached as Appendix G to Report CLK2026-004, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions;

That the Confidentiality of Information Policy, as attached as Appendix H to Report CLK2026-004, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions;

That the PHIPA Delegation Policy, as attached as Appendix I to Report CLK2026-004, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions;

That the Access, Information and Privacy (MFIPPA) Policy, as attached as Appendix J to Report CLK2026-004, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions; and

That the Flag Policy, as attached as Appendix K to Report CLK2026-004, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

Carried

11.1.7 PR2026-005

Support for Stormwater Management Pond Reforestation Project Funding Application

Tessa Smith, Supervisor, Forestry and Horticulture Operations

CR2026-092

That Report PR2026-005, **Support for Stormwater Management Pond Reforestation Project Funding Application**, be received; and

That the application for funding through the Federation of Canadian Municipalities' - Growing Canada's Community Canopies stream for the Stormwater Management Pond Reforestation Project.

Carried

11.1.8 CORP2026-010

2025 Q4 Capital and Special Projects Close

Brandy Hansen, Finance Coordinator, Capital Reporting

CR2026-093

That Report CORP2026-010, **2025 Q4 Capital and Special Projects Close**, be received;

That the capital projects identified in Table 1 to Report CORP2026-010 be approved for closure;

That the balances below and provided in Table 2 to Report CORP2026-010 be transferred to (from) the corresponding reserve to address all project closures listed:

Reserve	Transfer to (from) Reserve
Fleet Reserve	\$52.64
General Contingency Reserve	3,349.34
Special Projects Reserve	45,433.74
General Tax Stabilization Reserve	250,000.00
Area Rate Stabilization Reserve	1,925.90
Capital Contingency Reserve	24,742.02
Total Reserve Transfers	\$325,503.64

That the balances below and provided in Table 3 to Report CORP2026-010 be transferred to (from) the obligatory reserve to address project closures listed:

Obligatory Reserve	Transfer to (from) Reserve
Development Charge Reserve	\$1,120.14
Parkland Estates Reserve Fund	275.78
Total Obligatory Reserve Transfers	\$1,395.92

That the projects recommended for closure below be approved for (additional)/reduced debenture financing per table below:

Capital Project	Capital Project Description	Debenture Financing (Increase)/Reduction
950230206	Bobcaygeon Arena and Community Centre Envelope	\$3,362.90
983220101	CKL Rd 35 Bridge (Trent Canal)	(4,621.80)
983220102	Fish Hawk Rd. Bridge (Staples River)	144,781.13
Total Reduction in Debenture Needed		\$143,522.23

That debenture funding for 997230102 (Lindsay Ops Landfill Cells 3 and 4 - Phase 3 of 4) be reduced by \$450,000.00 and that this be transferred to 953230301 (Olde Gaol Museum);

That debenture funding for 997230103 (Lindsay-Ops Landfill Scales and Drop-Off Area) be reduced by \$1,260,000.00 and that \$1,150,000.00 of this be transferred to 953230301 (Old Gaol Museum), with the balance of \$110,000.00 transferred to 932260201 (Tanker Truck);

That development charges funding for 997230103 (Lindsay Ops Landfill Scales and Drop Off Area) be reduced by \$900,000.00 and that this be returned to the Development Charges Reserve;

That debenture funding for 997250105 (Somerville Landfill Cell 2D) be reduced by \$1,300,000.00 and that this be transferred to 932260201 (Tanker Truck);

That Asset Management Reserve funding for 953230301 (Old Gaol Museum) be reduced by \$1,600,000.00 and that this be transferred to the Capital Contingency Reserve (1.32248);

That Fire Fleet Reserve funding for 932260201 (Tanker Truck) be reduced by \$1,410,000.00 and that this be returned to the Fire Fleet Reserve (1.32070);

That \$1,600,000.00 in the Capital Contingency Reserve (1.32248), as a result of the funding transfers above, be transferred to the Tax Rate Stabilization Reserve (1.32285);

That \$1,410,000.00 in the Fire Fleet Reserve (1.32070), as a result of the funding transfers above, be transferred to the Tax Rate Stabilization Reserve (1.32285);

That capital project 994260204 (Bus – E28) Public Works Fleet Reserve funding be reduced by \$66,187.00 and grant funding from Canada Public Transit Fund (CPTF) of \$66,187.00 be added to the project;

That capital project 994260205 (Bus – E32) Public Works Fleet Reserve funding be reduced by \$66,188.00 and grant funding from Canada Public Transit Fund (CPTF) of \$66,188.00 be added to the project;

That for 998250402 (Glenelg St. Mains – Lindsay St. to Victoria Ave.), Water ICIP Grant funding be reduced by \$782,100.00, Water Reserve funding be reduced by \$167,900.00 and Water Distribution Development Charges funding of \$950,000 be added;

That for 998260412 (St. George St. Mains – Queen St. to Colborne St.), Water ICIP Grant funding be reduced by \$732,000.00 and Water Debenture funding be increased by \$732,000.00;

That a budget reduction of \$50,000.00 for Dry Hydrants (932240205) be transferred to Capital Contingency Reserve (1.32248 A412430);

That a budget reduction of \$55,000.00 for the Generators for Fire Radio Towers 2, 3 and 4 (932260110) project and financing be transferred to the Capital Contingency Reserve (1.32248 A412430);

That funding of \$500,000.00 be put forward for the 2027 budget for the Telecommunications Equipment (932260208) project and the surplus funding be allocated to the Capital Contingency Reserve (1.32248 A412430);

That funding of \$80,000.00 be put forward for the 2027 budget for the ATV and Trailer (932260214) project be allocated to the Fire Fleet Reserve (1.32070 A331193);

That funding of \$103,000.00 be put forward for the 2027 budget for the Fire Radio Gapping Study (921260124) project be allocated \$25,750.00 to the Special Projects Reserve (1.32296 A412430) and \$77,250.00 to the DC Reserve (3.24140 A331169);

That a budget reduction of \$50,000.00 for Urban Zoning By-law Review (921250115) be transferred \$25,000.00 to General Contingency Reserve (1.32090 412430) and \$25,000.00 to the DC Reserve (3.24140 331167);

That a budget reduction of \$50,000.00 for Commercial Lands Supply Study (921250116) be transferred to DC Reserve (3.24140 331167);

That a budget reduction of \$60,000.00 for Natural Heritage Systems Study (921250117) be transferred \$30,000.00 to General Contingency Reserve (1.32090 412430) and \$30,000.00 be transferred to the DC Reserve (3.24140 331167);

That a budget reduction of \$60,000.00 for Agricultural Land Evaluation and Review Study (921250118) be transferred \$30,000.00 to General Contingency Reserve (1.32090 412430) and \$30,000.00 to the DC Reserve (3.24140 331167);

That a budget reduction of \$50,000.00 for Secondary Plans / Aggregate Policy Study (921250119) be transferred \$25,000 to General Contingency Reserve (1.32090 412430) and \$25,000.00 to the DC Reserve (3.24140 331167);

That Council move \$55,000.00 of Special Projects Reserve (1.32296 A412430) from 921230101 (Airport Business Plan) to the consolidated Airport Project 987250103 (Airport Runway);

That Council reduce \$55,000.00 of Asset Management Reserve (1.32045 A412430) funding from the consolidated Airport Project 987250103(Airport Runway); and

That the following transfers be made, as a result of funding reductions in the above resolutions, to the Tax Stabilization Reserve (1.32285) from the various reserves listed in the table below:

Reserve	Amount
Capital Contingency Reserve	\$605,000.00
Fire Fleet Reserve	80,000
Special Projects Reserve	25,750
General Contingency Reserve	110,000
Total Transfer to Tax Stabilization Reserve (1.32285)	\$820,750

Carried

11.1.9 CORP2026-015

2025 Annual Report on Council Remuneration and Expenses

Miranda Warren, General Clerk

CR2026-094

That Report CORP2026-015, **2025 Annual Report on Council Remuneration and Expenses**, be received.

Carried

11.1.11 CORP2026-020

Recommendation to Repeal the Vacancy Rebate Policy

Brett Pettigrew, Executive Assistant, Corporate Services

CR2026-095

That Report CORP2026-020, **Recommendation to Repeal the Vacancy Rebate Policy**, be received; and

That CP2017-007 Vacancy Rebate Policy, attached as Appendix A, be repealed, and removed from the City's Policy Manual.

Carried

11.1.12 PUR2026-004

Riverview Road Reconstruction and Contract Administration and Inspection

Linda Lee, Buyer

CR2026-096

That Report PUR2026-004, **Riverview Road Reconstruction and Contract Administration and Inspection**, be received;

That GIP Paving Inc. be selected for the award of the Request for Quotation (RFQ) 2026-008-CQ Riverview Road Reconstruction for the submitted price of \$4,219,024.20 (not including HST);

That Council authorize the award to D.M. Wills for the Construction Administration and Inspection for the total amount of \$286,585.00 (not including HST);

That the deficit of \$805,904.00 be financed as follows: \$450,856.00 Tax Levy Debenture, \$177,524.00 Water Debenture and \$177,524.00 Sewage Debenture;

That subject to the receipt of the required documents, the Director of Engineering and Corporate Assets be authorized to execute the agreement to award; and

That Procurement be authorized to issue a purchase order

Carried

11.1.13 PLAN2026-016

Tribute (Lindsay 1) Limited “Lindsay Heights” (Phase 1) – Exemption from Part Lot Control Provisions of the Planning Act at Block 194, Plan 57M-816

Lauryn Coughlan, Planner II

CR2026-097

That Report PLAN2026-016, **Tribute (Lindsay 1) Limited “Lindsay Heights” (Phase 1) – Exemption from Part Lot Control Provisions of the Planning Act on Block 194, Plan 57M-816**, be received;

That the Part Lot Control By-law, substantially in the form attached as Appendix C to Report PLAN2026-016, be approved and adopted by Council; and

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

Carried

11.1.14 PLAN2026-017

Removal of Holding (H) Symbol for 4 Riverwood Park Road, RCP Part of Lots 2,5, and 6 (Registered Plan 57R10588 Parts 1 to 3)

Lauryn Coughlan, Planner II

CR2026-098

That Report PLAN2026-017, **Removal of Holding (H) Symbol for 4 Riverwood Park Road, RCP Part of Lots 2, 5, and 6 (Registered Plan 57R10588 Parts 1 to 3)**, be received;

That the proposed zoning by-law amendment, substantially in the form attached as Appendix ‘B’ and ‘C’ to Report PLAN2026-017, be adopted by Council; and

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

Carried

11.1.15 ED2026-022

Indigenous Reconciliation Strategy Engagement Plan

Emily Turner, Economic Development - Heritage Planning

CR2026-099

That Report ED2026-022, **Indigenous Reconciliation Strategy Engagement Plan**, be received for information.

Carried

11.1.18 ENG2026-013

Request for Traffic Calming - Glengarry Road

Gordon Archibald, Senior Engineering Technician

CR2026-100

That Report ENG2026-013, **Request for Traffic Calming – Glengarry Road**, be received; and

That the playground ahead warning sign located south of Bethany Park on Glengarry Road be replaced with an edge-lit, LED-enhanced playground ahead warning sign.

Carried

11.2 Items Extracted from Consent

11.1.2 RS2026-007

Proposed Amendments to CP2021-034 Real Property Acquisition Policy

Robyn Carlson, City Solicitor

Laura Carnochan, Manager, Realty Services

CR2026-101

Moved By Councillor Warren

Seconded By Councillor Perry

That Report RS2026-007, **Proposed Amendments to CP2021-034 Real Property Acquisition Policy**, be received; and

That the Real Property Acquisition Policy, attached as Appendix B to Report RS2026-007, be amended to expand the definition of Environmental Features to include "includes wetlands, woodlot, significant tree cover and lands that provide connectivity between a navigable body of water and other public lands or lands with similar environment features thereon, and wildlife corridors".

Carried

CR2026-102

Moved By Councillor Warren

Seconded By Councillor Perry

That the Real Property Acquisition Policy, attached as Appendix B to Report RS2026-007, as amended, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

Carried

11.1.4 RS2026-015

Proposed Amendments to CP2021-047 Dock Encroachment Policy

Robyn Carlson, City Solicitor

Laura Carnochan, Manager, Realty Services

CR2026-103

Moved By Councillor Ashmore

Seconded By Councillor Perry

That Report RS2026-015, **Proposed Amendments to CP2021-047 Dock Encroachment Policy**, be received;

That the Dock Encroachment Policy, attached as Appendix B to Report RS2026-015, be amended to require that the private dock owner will be responsible for any costs associated with a Dock Licence Agreement; and

That the Dock Encroachment Policy, attached as Appendix B to Report RS2026-015, as amended, approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions.

Carried

The Meeting recessed at 2:24 p.m. and reconvened at 2:35 p.m.

11.1.5 CLK2026-003

Report Back - Advisory Committees of Council

Sarah O'Connell, Deputy Clerk

CR2026-104

Moved By Councillor Perry

Seconded By Councillor Warren

That Report CLK2026-003, **Report Back –Advisory Committees of Council**, be received; and

That Staff report back to Council by the end of Q3, 2026, with draft amendments to the terms of reference for advisory committees of council to enable the use of subgroups, as per council resolution CR2026-218.

Carried

11.1.10 CORP2026-019

Review of Council Computer System Policy

Peter Evans, Chief Information Officer

CR2026-105

Moved By Councillor Joyce

Seconded By Councillor Ashmore

That Report CORP2026-019, **Review of Council Computer Systems Policy**, be received; and

That the Council Computer Systems Policy, as outlined in Appendix A to Report CORP2026-019, be referred to staff for review and report back to Council by the end of Q2, 2026, to allow for consultation with members of council on the proposed policy amendments.

Carried

Councillor Warren exited Council Chambers at 3:32 p.m. due to her previously declared pecuniary interest relating to Item 11.1.17.

11.1.17 ENG2026-012

Request for Streetlight - Pigeon Lake Road and Fall's Bay Road

Gordon Archibald, Senior Engineering Technician

CR2026-106

Moved By Councillor Ashmore

Seconded By Deputy Mayor Richardson

That Report ENG2026-012, **Request for Streetlight – Fall's Bay Road and Pigeon Lake Road**, be received;

That Staff be directed to install permanent reflective signage for the intersection of Fall's Bay Road and Pigeon Lake Road; and

That the installation of a streetlight at Fall's Bay Road and Pigeon Lake Road be forwarded to the 2027 budget process for consideration as a decision unit.

Carried

Councillor Warren returned to Council Chambers at 3:39 p.m. following the consideration of Item 11.1.17.

11.1.16 WWW2026-003

2025 Annual Waterworks Summary Report

Julie Henry, Quality Management and Policy Coordinator

Please note the Appendices to Report WWW2026-003 are available on through the following link:

<https://www.kawarthalakes.ca/property-environment/utilities-water-and-sewer/water-wastewater/2025-annual-waterworks-summary-report-appendices-march-24-2026/>

CR2026-107

Moved By Councillor Joyce

Seconded By Councillor Perry

That Report 2026-003, **2025 Annual Waterworks Summary Report**, be received in accordance with reporting requirements of Ontario Regulation 170/03 Schedule 22 and Section 11 under the Safe Drinking Water Act, 2002, for the following municipal residential drinking water systems (DWS) owned by the City of Kawartha Lakes:

- Birch Point Estates Drinking Water System
- Bobcaygeon Drinking Water System

- Canadiana Shores Drinking Water System
- Fenelon Falls Drinking Water System
- Janetville Drinking Water System
- King's Bay Drinking Water System
- Kinmount Drinking Water System
- Lindsay Drinking Water System
- Manilla (Woods of Manilla) Drinking Water System
- Manorview Drinking Water System
- Mariposa Estates Drinking Water System
- Norland Drinking Water System
- Omemee Drinking Water System
- Pinewood Drinking Water System
- Pleasant Point Drinking Water System
- Sonya Drinking Water System
- Southview Estates Drinking Water System
- Victoria Place Drinking Water System
- Western Trent/Palmina Drinking Water System
- Woodfield Drinking Water System
- Woodville Drinking Water System

Carried

12. Petitions

13. Other or New Business

14. By-Laws

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

CR2026-108

Moved By Councillor McDonald

Seconded By Deputy Mayor Richardson

That the By-Laws shown in Section 14.1 of the Agenda, namely: Items 14.1.1 to and including 14.1.13 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

Carried

14.1 By-Laws by Consent

14.1.1 By-Law 2026-038

By-Law to Amend the Township of Eldon Comprehensive Zoning By-Law No. 94-14 to Rezone Land within the City of Kawartha Lakes (77 Driftwood Shores Road)

14.1.2 By-Law 2026-039

By-Law to Amend the City of Kawartha Lakes Rural Zoning By-Law No. 2024-113 to Rezone Land within the City of Kawartha Lakes (77 Driftwood Shores Road)

14.1.3 By-Law 2026-040

By-Law to Temporarily Suspend the Application of Subsection 50(5) of the Planning Act for Certain Properties within Kawartha Lakes PIN # 63204-1435 (LT) (Tribute (Lindsay 1) Limited "Lindsay Heights" (Phase 1))

14.1.4 By-Law 2026-041

By-Law to Amend the Township of Ops Zoning By-Law No. 93-30 to Remove the Holding Symbol (H) from a Zone Category on Property within The City of Kawartha Lakes (4 Riverwood Park Road)

14.1.5 By-Law 2026-042

By-Law to Stop Up and Close Part of the Road Allowance Between Concession 6 and 7, Somerville; Road Allowance Between Lot 36 and 37, Concession Front Range, Somerville, Between Highway 588 and Four Mile Lake, City of Kawartha Lakes, Further Described as Parts 1, 2, 3, 4, 5, and 6 on 57R-11361 (Part of PIN: 63119-0593 (LT)) and to Authorize its Sale to the Abutting Owner (Adjacent to 18 Golden Road)

14.1.6 By-Law 2026-043

By-Law to Deem Part of a Plan of Subdivision, Previously Registered for Lands Within the City of Kawartha Lakes, Not to Be a Registered Plan of Subdivision in Accordance with the Planning Act, Described as Lot 1 on Plan 368; City of Kawartha Lakes, being PIN: 63119-1260 (LT) (Adjacent to 18 Golden Road)

14.1.7 By-Law 2026-044

By-Law to Establish Part Lot 23, Concession 12 Dalton, Part 1 on Plan 57R-11118; City of Kawartha Lakes (PIN: 63106-0265 (LT)) and Part of Lots 22 and 23, Concession 12 Dalton, Part 2 on Plan 57R-11118; City of Kawartha Lakes (PIN: 63106-0268 (LT)) as Public Highway (Black River Road)

14.1.8 By-Law 2026-045

By-Law to Repeal Existing By-Laws to Appoint Municipal Law Enforcement Officers and Weed Inspectors in the City of Kawartha Lakes

14.1.9 By-Law 2026-046

By-Law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes (Parking Enforcement) (Justin, P.)

14.1.10 By-Law 2026-047

By-Law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes (Parking Enforcement) (Justin, R.)

14.1.11 By-Law 2026-048

By-Law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes (Parking Enforcement) (Timmermans-Osak, P.)

14.1.12 By-Law 2026-049

By-Law to Appoint a Municipal Law Enforcement Officer for Limited By-law Enforcement Purposes (Parking Enforcement) (Woolridge, A.)

14.1.13 By-Law 2026-050

By-Law to Appoint an Area Weed Inspector for the City of Kawartha Lakes (Ingribelli, E.)

14.2 By-Laws Extracted from Consent

15. Notice of Motion

16. Closed Session

16.1 Adoption of Closed Session Agenda

CR2026-109

Moved By Councillor McDonald

Seconded By Councillor Joyce

That the Closed Session agenda be adopted as circulated.

Carried

16.2 Disclosure of Pecuniary Interest in Closed Session Items

Councillor Doble declared a pecuniary interest in relation to Item 16.3.1.

16.3 Move Into Closed Session

CR2026-110

Moved By Councillor Warren

Seconded By Councillor Ashmore

That Council convene into closed session at 3:42 p.m. pursuant to Section 239(2) of the Municipal Act, S.O. 2001 s.25, in order to consider matters identified in Section 16.3 of the Regular Council Meeting Agenda of Tuesday, March 24, 2026, namely Items 16.3.1 to and including 16.3.4.

Carried

17. Matters from Closed Session

Item 16.3.1

The Confidential Closed Session Minutes for the Regular Council Meeting of February 24, 2026 were approved.

Item 16.3.2 Report CAO2026-001

Council provided Staff with direction respecting the acquisition of A. Sheila Boyd Foundation building, property and museum collection assets.

Item 16.3.3 Report CORP2016-018

Council provided Staff with direction regarding the Collective Bargaining Mandate for CUPE 1167.

Item 16.3.4 Report ENG2026-011

CR2026-116

Moved By Councillor Warren

Seconded By Councillor Perry

That the following members of the public be appointed to the Active Transportation Advisory Committee:

William Steffler (Bill) for a term ending November 14, 2026

Daryl Broadworth for a term ending November 14, 2026

Darryl James for a term ending November 14, 2026

Dr Ruth Wilson for a term ending November 14, 2026

Arthur Hornibrook for a term ending November 14, 2026

John Bush for a term ending November 14, 2026

Carried

18. Confirming By-Law

By-Law to Confirm the Proceedings of the Regular Council Meeting of March 24, 2026

CR2026-117

Moved By Deputy Mayor Richardson

Seconded By Councillor McDonald

That a by-law to confirm the proceedings of a Regular Council Meeting held Tuesday, March 24, 2026 be read a first, second and third time, passed, numbered, signed and the corporate seal attached.

Carried

19. Adjournment

CR2026-118

Moved By Councillor Joyce

Seconded By Councillor Ashmore

That the Council Meeting adjourn at 4:15 p.m.

Carried

Read and adopted this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

April 9, 2026

To Mayor Elmslie and Council
From: David Skrabek, Chairperson
Agricultural Development Advisory Committee (ADAC)

RE: Support for adoption of Agriculture and Food Action Plan 2026 to 2030

Good afternoon, Mayor and Council,

At the April 9, 2026 meeting of the Agricultural Development Advisory Committee, members of the Committee received the presentation of the Kawartha Lakes Agriculture and Food Action Plan 2026 to 2030.

Having participated in the development of this Plan over several meetings through the engagement process, the committee passed the following motion in support of Council adoption of the Plan:

Move by Rebecca Parker

Seconded by Guy Masters

That the presentation be received; and

That the Agricultural Development Advisory Committee supports the Kawartha Lakes Agriculture and Food Action Plan 2026 to 2030, and recommends Council adopt the proposed Plan.

Carried.

We ask that this correspondence be included in the April 21, 2026 Council agenda given the other agenda item on this subject to be considered at that meeting.

April 9, 2026

To Mayor Elmslie and Council
From: David Skrabek, Chairperson
Agricultural Development Advisory Committee (ADAC)

RE: Opposition to Alto High-Speed Train

Good afternoon, Mayor and Council,

At the April 9, 2026 meeting of the Agricultural Development Advisory Committee, members of the committee discussed the ALTO High Speed Train consultation and proposed project.

Our concerns would echo the Beef Farmers of Ontario and the Ontario Federation of Agriculture:

- Stay out of prime agricultural areas, and actively farmed lands
- Avoid breaking farms into smaller pieces and keep fields and farm operations whole
- Protect farm drainage systems that are essential for crop production
- Address farmers' concerns about construction impacts and ongoing costs, including fencing, and the building, upgrading and long-term maintenance of safe farm crossings for equipment and livestock.

We would also add:

- Ensure the number of connecting overpasses/underpasses from North to South be reasonable enough so as to not force long distance agricultural equipment movement East-West.
- Ensure agricultural impact assessments are independent, thorough and publicly available.

Move by Rebecca Parker

Seconded by Guy Masters

That the Agricultural Development Advisory Committee recommends Council call for an immediate halt to the proposed Alto High Speed Rail project to allow for a thorough economic, social and environmental impact assessment and meaningful consultation with affected agricultural, forestry and rural communities. **Carried.**

We ask that this correspondence be included in the April 21, 2026 Council agenda given the other items on this subject to be considered at that meeting.

The Corporation of the City of Kawartha Lakes
Minutes
Committee of the Whole Meeting

COW2026-04
Tuesday, April 7, 2026
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 Tracy Richardson
Councillor Ron Ashmore
Councillor Mark Doble
Councillor Dan Joyce
Councillor Charlie McDonald
Councillor Mike Perry
Councillor Pat Warren
Councillor Emmett Yeo

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

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

Mayor Elmslie called the Meeting to order at 1:00 p.m. Deputy Mayor T. Richardson and Councillors R. Ashmore, M. Doble, D. Joyce, C. McDonald, M. Perry and P. Warren were in attendance in Council Chambers.

Councillor E. Yeo was in attendance electronically.

CAO R. Taylor, City Clerk C. Ritchie, Deputy Clerks S. O'Connell and J. Watts, Directors L. Barrie, S. Beukeboom, J. Johnson, J. Rojas, O. Vigelius, Fire Chief T. Jones, Paramedic Chief S. Johnston, Human Services Manager M. Corley and Economic Development Officer - Agriculture K. Maloney were also in attendance in Council Chambers.

Treasurer C. Daynes, Treasury Supervisor J. Hood and Chief Building Official S. Murchison were also in attendance electronically.

2. Adoption of Agenda

CW2026-063

Moved By Councillor McDonald

Seconded By Deputy Mayor Richardson

That the Agenda for the Open Session of the Committee of the Whole of Tuesday, April 7, 2026, be adopted as circulated and with the following amendments:

Additions:

Item 6.2 being correspondence from the Kawartha Lakes Haliburton Federation of Agriculture relating to concerns regarding the ALTO High Speed Rail Project

Item 6.3 being correspondence from the Victoria Beef Farmers relating to opposition to the ALTO High Speed Rail Project

Deletions:

Item 5.2 being a deputation by Glenn Wood and Deb Collins, of the Fenelon Falls Legion, relating to a request for the installation of a crosswalk on Lindsay Street, Fenelon

Carried

4. Announcements

Recognition of Paralympic Gold Medalist Jon Thurston

Mayor Elmslie welcomed Paralympic Gold Medalist Jon Thurston to Council Chambers and thanked him for attending the Committee of the Whole Meeting of April 7, 2026. Mayor Elmslie congratulated Mr. Thurston on his gold medal win for Wheelchair Curling at the 2026 Milano-Cortino Paralympic Winter Games. Mr. Thurston provided an overview of his experience at the 2026 Milano-Cortino Paralympic Winter Games.

Councillor Ashmore presented Mr. Thurston with a plaque from the City of Kawartha Lakes recognizing Mr. Thurston for his gold medal win. Councillor Warren presented Mr. Thurston with a parcel of City of Kawartha Lakes branded merchandise that he can use during his travels as he represents the City of Kawartha Lakes.

The Meeting recessed at 1:17 p.m. and reconvened at 1:23 p.m.

3. Disclosure of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

5. Deputations

5.1 COW2026-04.5.1

Concern Relating to the ALTO High Speed Rail Project

Laurie Reynolds

Laurie Reynolds provided an overview of her concerns relating to the ALTO High Speed Rail Project. She outlined concerns relating to a lack of communication with residents within the City of Kawartha Lakes by ALTO, the division of agricultural properties and the division of local communities. She questioned whether or not the proposed project would have a significant benefit for the local area. She expressed concern relating to the loss of farmland and noted that recent amendments to Bill C-15 provide an increased ability for lands to be expropriated for the project. She noted that the importance of food security should be paramount over infrastructure projects. She asked Council to consider stating their opposition to the proposed project.

CW2026-064

Moved By Deputy Mayor Richardson

Seconded By Councillor McDonald

That the deputation of Laurie Reynolds, **regarding Concern Relating to the ALTO High Speed Rail Project**, be received; and

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

Carried

6. Correspondence

6.1 COW2026-04.6.1

City of Kawartha Lakes - Integrity Commissioner Annual Report for the Operating Period of February 28, 2025 to February 27, 2026

Charles A. Harnick, ADR Chambers, Office of the Integrity Commissioner for the City of Kawartha Lakes

CW2026-065

Moved By Councillor Warren

Seconded By Councillor Perry

That the correspondence from Charles Harnick, of ADR Chambers, **regarding City of Kawartha Lakes - Integrity Commissioner Annual Report for the Operating Period of February 28, 2025 to February 27, 2026**, be received; and

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

Carried

6.2 COW2026-04.6.2

Concerns Relating to the ALTO High Speed Rail Project Relating to Item 9.1 on the Agenda

Paul Buckley, President, Kawartha Lakes Haliburton Federation of Agriculture

CW2026-066

Moved By Councillor Doble

Seconded By Deputy Mayor Richardson

That the correspondence from Paul Buckley, President of the Kawartha Lakes Haliburton Federation of Agriculture, **regarding Concerns Relating to the ALTO High Speed Rail Project**, be received; and

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

Carried

6.3 COW2026-04.6.3

Opposition to the ALTO High Speed Rail Project

Relating to Item 9.1 on the Agenda

Cassandra Gorrill, President, Victoria Beef Farmers

Adam Shea, Victoria Beef Farmers

CW2026-067

Moved By Councillor Ashmore

Seconded By Councillor Perry

That the correspondence from Cassandra Gorrill and Adam Shea, of the Victoria Beef Farmers, **regarding Opposition to the ALTO High Speed Rail Project**, be received; and

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

Carried

7. Presentations

7.1 COW2026-04.7.1

Burnt River Flood Plain Mapping Update Presentation

Galen Yurex, Flood Plain GIS/Mapping Technician, Kawartha Conservation

Galen Yurex, Flood Plain GIS/Mapping Technician with Kawartha Conservation, provided an update on the Burnt River Flood Plain Mapping Study that was conducted between Hillside Drive and the Kinmount Dam. The overview outlined the importance of flood plain mapping, a detailed explanation of the area that was reviewed and the tools that were utilized to complete the mapping initiative.

CW2026-068

Moved By Councillor Warren

Seconded By Councillor Perry

That the presentation by Galen Yurex, of Kawartha Conservation, **regarding an Update on the Burnt River Flood Plain Mapping**, be received; and

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

Carried

Item 9.1 was moved up on the Agenda.

9.1 COW2026-04.9.1

Memorandum Regarding the Agricultural Community Concerns regarding ALTO Consultation Process

Deputy Mayor Richardson

CW2026-069

Moved By Deputy Mayor Richardson

Seconded By Councillor Doble

That the Memorandum from Deputy Mayor Richardson, **regarding Agricultural Community Concerns regarding ALTO Consultation Process**, be received;

That the City of Kawartha Lakes formally oppose the ALTO project in its current form as expressed by Eastern Ontario Wardens' Caucus as it only proposes a single stop in the Eastern Ontario region, benefitting urban residents at the expense of rural residents and lands;

That the City of Kawartha Lakes formally request ALTO provide additional, accessible, in-person consultation opportunities within the City of Kawartha Lakes prior to advancing any decisions related to the ALTO initiative;

That this resolution be forwarded to the Prime Minister of Canada, the Minister of Transport and the Member of Parliament for Haliburton–Kawartha Lakes; and

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

Carried

7.2 COW2026-04.7.2

Economic Impact Assessment for Ampere

Ryan Oliver, Chief Executive Officer, Ampere

Ryan Oliver, Chief Executive Officer for Ampere, provided an overview of the economic impact assessment that was completed for Ampere to outline how Ampere is driving economic growth and community well being in Lindsay and the broader Kawartha Lakes area. The economic impact assessment was presented to outline how the operational and capital infrastructure at Ampere is affecting tourism and workforce development Kawartha Lakes while connecting those elements to the City's strategic priorities. Mr. Oliver highlighted recent successes and future projects.

CW2026-070

Moved By Councillor McDonald

Seconded By Councillor Doble

That the presentation by Ryan Oliver, of Ampere, **regarding the Economic Impact Assessment for Ampere**, be received; and

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

Carried

7.3 COW2026-04.7.3

Kawartha Lakes Agriculture and Food Action Plan 2026-2030 Presentation

Kelly Maloney, Economic Development Officer - Agriculture

Kelly Maloney, Economic Development Officer - Agriculture, provided an overview of the Kawartha Lakes Agriculture and Food Action Plan for 2026 to 2030. The overview summarized the five (5) goals within the Plan, being:

1. Enable agri-business growth and investment;
2. Support business development and value-added growth;
3. Build a skilled and sustainable workforce;
4. Invest in places that support agriculture; and
5. Elevate and support the agriculture and food sector.

CW2026-071

Moved By Councillor Joyce

Seconded By Councillor Ashmore

That the presentation by Kelly Maloney, Economic Development Officer - Agriculture, **regarding the Kawartha Lakes Agriculture and Food Action Plan 2026-2030**, be received; and

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

Carried

7.3.1 Report ED2026-010

Kawartha Lakes Agriculture and Food Action Plan 2026-2030

Kelly Maloney, Economic Development Officer - Agriculture

CW2026-072

Moved By Councillor Ashmore

Seconded By Deputy Mayor Richardson

That Report ED2026-010, **Kawartha Lakes Agriculture and Food Action Plan 2026 to 2030**, be received;

That the Kawartha Lakes Agriculture and Food Action Plan 2026 to 2030, substantially in the form attached as Appendix A, be approved; and

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

Carried

The Meeting recessed at 3:33 p.m. and reconvened at 3:45 p.m.

7.4 COW2026-04.7.4

2025 Deficit Disposition and 2026 Challenges Presentation

Sara Beukeboom, Director, Corporate Services

Sara Beukeboom, Director of Corporate Services, provided an overview of the 2025 deficit strategy and 2026 budget pressures. The overview included detail surrounding the 2025 budget versus actual expenditures, 2025 budget pressures, the 2026 deficit strategy, reserve utilization and an update on 2026 budget pressures.

CW2026-073

Moved By Councillor Perry

Seconded By Councillor Joyce

That the presentation by Sara Beukeboom, Director of Corporate Services, **regarding the 2025 Deficit Disposition and 2026 Challenges**, be received; and

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

Carried

8. **Consent Matters**

CW2026-074

Moved By Councillor Warren

Seconded By Deputy Mayor Richardson

That the correspondence from Heather Stauble, **Regarding Concerns Relating to the ALTO High Speed Rail Project**, be received; and

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

Carried

Moved By Councillor Perry

Seconded By Councillor McDonald

That all of the proposed recommendations shown in Section 8.1 of the Agenda, save and except for Items 8.1.2, 8.1.3 and 8.1.4, 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.

Carried

8.1 Reports

8.1.1 PR2026-006

Request for Reallocation of Capital Project Funds

Ryan Smith, Manager, Parks and Recreation

CW2026-075

That Report PR2026-006, **Request for Reallocation of Capital Project Funds**, be received;

That funding for the Fenelon Township Pickleball Courts, Capital Project 950250114, in the amount of \$208,000.00, be reallocated to support the repainting and designation of pickleball courts at Memorial Park in Lindsay and the Little Britain Community Centre;

That funding for the Fenelon Township Park Pathways and Parking Lot, Capital Project 950260115, in the amount of \$200,000.00, be reallocated to support the installation of a drilled well and septic system at the Fenelon Township Community Centre; and

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

Carried

8.1.5 ED2026-015

Proposed Heritage Designation of 7 Bond Street East, Village of Fenelon Falls (St. James' Anglican Church)

Emily Turner, Economic Development Officer - Heritage Planning

CW2026-076

That Report ED2026-015, **Proposed Heritage Designation of 7 Bond Street East, Village of Fenelon Falls (St. James' Anglican Church)**, be received;

That the Municipal Heritage Committee's recommendation to designate 7 Bond Street East 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.

Carried

8.1.6 ED2026-016

Proposed Heritage Designation of 43-45 Sherwood Street, Village of Bobcaygeon (Christ Anglican Church)

Emily Turner, Economic Development Officer - Heritage Planning

CW2026-077

That Report ED2026-016, **Proposed Heritage Designation of 43-45 Sherwood Street, Village of Bobcaygeon (Christ Anglican Church)**, be received;

That the Municipal Heritage Committee's recommendation to designate 43-45 Sherwood 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.

Carried

8.1.7 ED2026-017

Proposed Heritage Designation of 945 Frank Hill Road, Geographic Township of Emily (St. James Anglican Church)

Emily Turner, Economic Development Officer - Heritage Planning

CW2026-078

That Report ED2026-017, **Proposed Heritage Designation of 945 Frank Hill Road, Geographic Township of Emily (St. James' Anglican Church)**, be received;

That the Municipal Heritage Committee's recommendation to designate 945 Frank Hill Road 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.

Carried

8.1.8 ED2026-023

Economic Development Fund 2026

Rebecca Mustard, Manager, Economic Development

CW2026-079

That Report ED2026-023, **Economic Development Fund 2026**, be received;

That the Kinmount Community Volunteer Management Committee, being a Committee of Council, be approved for funding of \$3,866.57 from the Economic Development Fund Cultural Development Fund program 2026;

That the unallocated funds of \$71,791.96 contribute to the City's annual surplus/deficit in accordance with the Budget and Surplus/Deficit Disposition Policy CP2026-006; and

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

Carried

8.2 Items Extracted from Consent

8.1.2 BLDG2026-001

911 Municipal Addressing - Rural Installations

Susanne Murchison, Chief Building Official

CW2026-080

Moved By Councillor Warren

Seconded By Deputy Mayor Richardson

That Report BLDG2026-001, **911 Municipal Addressing – Rural Installations**, be received;

That the recommended change to a property owner installation model be approved;

That the necessary Civic Addressing By-law substantially in accordance with Appendix 'A' be brought forward for adoption;

That staff be authorized to proceed with amending the Consolidated Fees and Charges By-law 2018-234; and

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

Carried

8.1.3 CLK2026-005

Street, Municipal Facility, and Park Naming Policy Update

Joel Watts, Deputy Clerk

CW2026-081

Moved By Councillor Perry

Seconded By Councillor Warren

That Report CLK2026-005, **Street, Municipal Facility and Park Naming Policy Update**, be received;

That the Street, Municipal Facility and Park Naming Policy, as attached substantially in the form as Appendix A to Report CLK2026-005, be approved and numbered for inclusion in the City's Policy Manual, replacing all predecessor versions; and

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

Carried

8.1.4 CLK2026-006

Council Policy Review - Final Report

Sarah O'Connell, Deputy Clerk

It was noted that Policy CP2016-001, the Employee Expense Policy, will be moved to Table C in Report CLK2026-006 and renumbered.

CW2026-082

Moved By Councillor Ashmore

Seconded By Councillor Yeo

That Report CLK2026-006, **Council Policy Review – Final Report**, be received;

That the Council Policies outlined within Table C within Report CLK2026-006, be renumbered for inclusion in the City's Policy Manual, replacing all predecessor versions; and

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

Carried

9. **New or Other Business**

10. **Adjournment**

CW2026-083

Moved By Councillor Perry

Seconded By Councillor Yeo

That the Committee of the Whole Meeting adjourn at 4:27 p.m.

Carried

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes
Minutes
Planning Advisory Committee Meeting

PC2026-04
Wednesday, April 8, 2026
1:00 P.M.
Council Chambers
City Hall
26 Francis Street, Lindsay, Ontario K9V 5R8

Members:
Mayor Doug Elmslie
Deputy Mayor Tracy Richardson
Councillor Ron Ashmore
Councillor Pat Warren
Mike Barkwell
Le Nguyen
Patrick O'Reilly
Andrew Veale
Jason Willock

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1. Call to Order and Adoption of Agenda

Chairperson A. Veale called the meeting to order at 1:00 p.m. Mayor D. Elmslie, Deputy Mayor T. Richardson, Councillors R. Ashmore, and P. Warren, and Committee Members M. Barkwell, L. Nguyen, P. O'Reilly, and J. Willock were in attendance.

Director of Development Services L. Barrie, Manager of Development Engineering K. Timms, Deputy Clerk and Recording Secretary J. Watts, Development Supervisor K. Evans, Planner II A. Shahid and various Planners from Dillon Consulting (on behalf of the City of Kawartha Lakes) were also in attendance.

The Chair opened the meeting and noted the members of the Planning Advisory Committee and staff present.

PAC2026-022

Moved By Mayor Elmslie

Seconded By J. Willock

That the agenda for the Wednesday, April 8, 2026 Planning Advisory Committee Meeting be adopted as circulated and as amended.

Carried

2. Declarations of Pecuniary Interest

There were no declarations of pecuniary interest disclosed.

3. Public Meeting Reports

Prior to the opening of the Public Meeting, Director Barrie noted that notice for Planning Application D06-2026-004 on Sturgeon Road in Dunsford was circulated by mail, but due to issues with signage, the Public Meeting had been postponed. The Chair and Committee consented to proceeding without this item on the agenda, and it appeared no person at the meeting was in attendance for this application.

The Chair stated that, as required under the Planning Act, a Public Meeting is being held prior to the next Regular Council to make decisions on the following planning matters. The Chair noted the purpose of the public hearing being for gathering information and hearing submissions from interested parties. The Chair also asked the planner to briefly describe the proposal and summarize any correspondence received to date, and they further advised how the public could participate in the Public Meeting portions of the agenda.

3.1 PLAN2026-020

Applications to Amend the City of Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Township of Ops Zoning By-Law 93-30 at 362 Highway 36, Lindsay – Speedy General Trading Ltd.

Timothy Gouveia, Planner, Dillon Consulting Limited (on behalf of the City of Kawartha Lakes)

3.1.1 Public Meeting

Mr. Gouveia confirmed that the required notice was given in accordance with the Planning Act. They summarized the application, explaining that it proposes to develop a mixed-use campus featuring automotive, dining, and commercial uses. An amendment to the City of Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Township of Ops Comprehensive Zoning By-Law 93-30 is required to change the Highway Commercial Designation and Highway Commercial Zone in order to facilitate the proposal. Consistency with the Provincial Planning Statement, and conformity to the Kawartha Lakes Official Plan and Lindsay Secondary Plan will be determined upon further review of the application. Mr. Gouveia summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report that no additional comments were received. Staff are recommending that the application be referred back to staff for further review and evaluation of application and provide a subsequent recommendation report for a decision by Council. He responded to questions from members of the Committee.

The Chair inquired if the applicant wished to speak to the application.

Paul Demczak of Batory Planning and Management spoke as the applicant on behalf of the ownership, and provided an overview of his presentation material which has been attached to the minutes. He summarized the application providing comments on:

- site and location context,
- current and proposed Zoning and Official Plan Designations of the property;
- summary of the proposed commercial development (including retail, automotive, and restaurants with drive-thru components);
- summary of technical requirements for setbacks and parking; and
- proposed facade design imagery of the buildings and structures.

The Chair inquired if anyone wished to speak to the application.

No persons spoke to the application.

The Public Meeting concluded at 1:14 p.m.

3.1.2 Business Arising from the Public Meeting

PAC2026-023

Moved By Mayor Elmslie

Seconded By Deputy Mayor Richardson

That Report PLAN2026-020 Applications to Amend the City of Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Township of Ops Zoning By-Law 93-30 at 362 Highway 36, Lindsay – Speedy General Trading Ltd. be received for information.

Carried

3.2 PLAN2026-022

Application to Amend the Township of Fenelon Zoning By-law 12-95 at 620 Fenel Road, Kirkfield – Rea

Aliyah Fraser Planner, Dillon Consulting Limited (on behalf of the City of Kawartha Lakes)

3.2.1 Public Meeting

Ms. Fraser confirmed that the required notice was given in accordance with the Planning Act. They summarized the application, explaining that it proposes to rezone a portion of the property at 620 Fenel Road, Fenelon to prohibit future residential uses. An amendment to the Township of Fenelon Zoning By-law 12-95 is required to change the Agricultural (A1) zone to an Agricultural Exception (A1-28) zone as a condition of provisional consent to sever a surplus farm dwelling (refer to file D03-2024-026) in order to facilitate the proposal. Consistency with the Provincial Planning Statement, and conformity to the Kawartha Lakes Official Plan will be determined upon further review of the application. Ms. Fraser summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report that no additional comments were received. Staff are recommending that the application be referred back to staff for evaluation of the application and provide a subsequent recommendation report for a decision by Council. They responded to questions from members of the Committee.

The Chair inquired if the applicant wished to speak to the application.

Tom deBoer of TD Consulting Inc. spoke as the applicant on behalf of the owner and made himself available for any questions from the Planner. Mr. deBoer and Ms. Fraser responded to questions from the members of the Committee regarding the archeological, survey and septic layout issues that are still to be addressed.

The Chair inquired if anyone wished to speak to the application.

No persons spoke to the application.

The Public Meeting concluded at 1:23 p.m.

3.2.2 Business Arising from the Public Meeting

PAC2026-024

Moved By P. O'Reilly

Seconded By Councillor Warren

That Report PLAN2026-022, Application to Amend the Township of Fenelon Zoning By-law 12-95 at 620 Fenel Road, Kirkfield – Rea be received for information.

Carried

3.3 PLAN2026-025

Applications to Amend the Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 at 96 Albert Street South, Lindsay - 755168 Ontario Limited

Katherine Evans, Development Supervisor

3.3.1 Public Meeting

Ms. Evans confirmed that the required notice was given in accordance with the Planning Act. They summarized the application, explaining that it proposes to legalize the existing residential use of the property, which consists of shared living rental accommodations with semi private bedrooms and common areas. The proposal also includes recognizing the existing onsite parking capacity, being 23 parking spaces. There are no external alterations to the property or building proposed. The two-storey building currently contains 16 bedrooms, 6 bathrooms, 2 kitchens, 2 common areas, and 3 storage areas. These are used to accommodate approximately 17-25 individuals, consisting primarily of post-secondary students. The building also contains a separate apartment inhabited by the building manager, which consists of a kitchen, living space, bathroom, bedroom, and office. The existing use is not permitted under the Official Plan or

the Zoning By-law. As such, amendments to the Lindsay Secondary Plan and the Town of Lindsay Zoning By-law 2000-75 are required to facilitate the proposal. Consistency with the Provincial Planning Statement, and conformity to the Kawartha Lakes Official Plan and Lindsay Secondary Plan will be determined upon further review of the application. Ms. Evans summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report that no additional comments were received. Staff are recommending that the application be referred back to staff for further public consultation process and evaluation of the application merits, and provide a subsequent recommendation report for a decision by Council. Ms. Evans responded to questions from members of the Committee.

The Chair inquired if the applicant wished to speak to the application.

Justin Mamone of Paul Brown & Associates Inc. spoke as the applicant on behalf of the owner and provided an overview of a presentation (attached to the minutes) that he provided to the Committee. The presentation highlighted the following:

- location and site context of the subject lands;
- site history of the property and the existing building;
- existing site and floor plans;
- application history of the file; and
- summaries of the proposed Official Plan and Zoning By-law amendments.

The Chair inquired if anyone wished to speak to the application.

No persons spoke to the application.

The Public Meeting concluded at 1:41 p.m.

3.3.2 Business Arising from the Public Meeting

PAC2026-025

Moved By Deputy Mayor Richardson

Seconded By M. Barkwell

That Report PLAN2026-025, Applications to Amend the Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 at 96 Albert Street South, Lindsay - 755168 Ontario Limited be received for information.

Carried

4. Deputations

4.1 PC2026-04.4.1

Diana Keay, D.M. Wills Associates Ltd., Brian Kerr or Mike Crowe, Kawartha Dairy

Relating to Report PLAN2026-018 (Item 6.1 on the Agenda)

Diana Keay of DM Wills Associates Ltd. spoke as the applicant for the Item 6.1 on the Agenda and advised that while they had no formal presentation to the committee that she and representatives from Kawartha Dairy were available for any questions. She thanked the staff on the report and proposed by-law and stated that they concurred with the recommendation.

PAC2026-026

Moved By Councillor Warren

Seconded By Deputy Mayor Richardson

That the deputation of Diana Keay, regarding Report PLAN2026-018 - Kawartha Dairy (Item 6.1 on the Agenda), be received.

Carried

5. Correspondence

6. Regular and Returned Reports

6.1 PLAN2026-018

Application to Amend the Village of Bobcaygeon Zoning By-law 16-78 at 89 Prince Street West, Bobcaygeon - Kawartha Dairy

Julio Sarti Caldeira, Planner, Dillon Consulting Limited (on behalf of the City of Kawartha Lakes)

Mr. Sarti Caldeira confirmed that a Public Meeting on this matter was held on August 7, 2024 in accordance with the Planning Act. They summarized the application, explaining that it proposes to permit the proposed expansion of a dairy manufacturing operation including a dairy retail store, outdoor patio, museum, and associated parking. The manufacturing operation is in lands zoned Restricted Industrial Special Exception Two (M1-S2), and Urban Residential Type Two (R2). To accommodate the proposed development, all parcels must be rezoned to the M1-S2 Zone, which will explicitly permit the retail store and patio to function in conjunction with the manufacturing plant. The amendment is also needed to update the site-specific M1-S2 regulations by amending the text of the By-law to accommodate the expanded footprint of the facility, specifically by

addressing zoning deficiencies related to exterior side yard setbacks, rear yard setbacks, landscape buffer and watercourse yard setbacks. The proposed museum and off-site staff parking uses are situated on lands zoned Urban Residential Type One (R1) Zone and Urban Residential Type Two (R2) Zone. These lands must be rezoned to the Central Commercial (C1) Zone, as this category permits museums as well as public and private parking lots. The proposal otherwise aligns fully with the existing requirements of the C1 zone. The application is consistent with the Provincial Planning Statement, and conforms to the Kawartha Lakes Official Plan and Bobcaygeon Secondary Plan. Mr. Sarti Caldeira summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report additional comments were received from C. James who reiterated his previous comments regarding opposition to expansion and issues with noise and light. Mr. Sarti Caldeira advised that the concerns from the public could be addressed through the site plan approval process. Staff are recommending that the application be referred to Council for approval.

PAC2026-027

Moved By Councillor Warren

Seconded By Councillor Ashmore

That Report PLAN2026-018, **Application to Amend the Village of Bobcaygeon Zoning By-law 16-78 at 89 Prince Street West, Bobcaygeon - Kawartha Dairy**, be received;

That a Zoning By-law Amendment respecting application D06-2024-012, substantially in the form attached as Appendix D to Report PLAN2026-018, be approved and adopted by Council; and

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

Carried

6.2 PLAN2026-021

Application to Amend the Township of Emily Zoning By-law 1996-30 at 964 Hayes Line, Omeme - 1000810255 Ontario Inc.

Robert Wilson, Urban Planner, Dillon Consulting Limited (on behalf of the City of Kawartha Lakes)

Mr. Wilson confirmed that a Public Meeting on this matter was held on May 7, 2025 in accordance with the Planning Act. They summarized the application, explaining that it proposes to permit a commercial seed blending and distribution

operation within an existing agricultural building at 964 Hayes Line. No physical changes or additions to the existing agricultural structure are proposed. Planning Staff have evaluated the operational characteristics of the business and determined that it is most appropriately classified as an Agriculture Produce Processing and Packaging facility as defined in the Township of Emily Comprehensive Zoning By-law 1996-30. The Subject Lands are zoned Agricultural (A1). While this zone permits a variety of agricultural operations, the proposed Agriculture Produce Processing and Packaging facility is not a permitted use, necessitating a Zoning By-law Amendment. The application is consistent with the Provincial Planning Statement, and conforms to the Kawartha Lakes Official Plan. Mr. Wilson summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report that no additional comments were received. Staff are recommending that the application be referred to Council for approval.

PAC2026-028

Moved By Mayor Elmslie

Seconded By J. Willock

That Report PLAN2026-021, **Application to Amend the Township of Emily Zoning By-law 1996-30 at 964 Hayes Line, Omeme - 1000810255 Ontario Inc.** be received;

That Zoning By-law Amendments respecting application D06-2025-004, substantially in the form attached as Appendix D and E to Report PLAN2026-021, be approved and adopted by Council; and

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

Carried

6.3 PLAN2026-023

Applications to Amend the City of Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 with Redline revision to Draft Approved Plan of Subdivision at Tribute South Lands, Part Lots 23 and 24 Concession 4, Former Town of Lindsay – Tribute (Lindsay 1) Limited

Ben Dunlop, Planner, Dillon Consulting Limited (on behalf of the City of Kawartha Lakes)

Mr. Dunlop confirmed that a Public Meeting on this matter was held on October 8, 2025 in accordance with the Planning Act. They summarized the application,

explaining that it proposes to revise a previously approved Plan of Subdivision for the Tribute South Lands in Lindsay. The proposal reconfigures the lot pattern within the subdivision, the road layout, and results in a reduction in residential units from 1,011 to 987, in order to reconfigure the commercial blocks to facilitate the development of a department store within a commercial centre. The current configuration of the subdivision, including the lot pattern, land use designations, and zoning were established by previous approvals in 2023. Both an Official Plan Amendment and Zoning By-law Amendment are required alongside the redline revision to facilitate the proposal. The application is consistent with the Provincial Planning Statement, and conforms to the Kawartha Lakes Official Plan and Lindsay Secondary Plan. Mr. Dunlop summarized the comments received to date, as detailed in the report, noting that subsequent to the writing of the report that no additional comments were received. Staff are recommending that the application be referred to Council for approval. He responded to questions from the members of the Committee.

PAC2026-029

Moved By P. O'Reilly

Seconded By Councillor Warren

That Report PLAN2026-023, Application to Amend the City of Kawartha Lakes Official Plan (Lindsay Secondary Plan) and Town of Lindsay Zoning By-law 2000-75 with Redline revision to Draft Approved Plan of Subdivision at Tribute South Lands, Part Lots 23 and 24 Concession 4, Former Town of Lindsay – Tribute (Lindsay 1) Limited be received;

That an Official Plan Amendment respecting application D01-2025-003, substantially in the form attached as Appendix E to Report PLAN2026-023, be approved and adopted by Council;

That a Zoning By-law Amendment respecting application D06-2025-011, substantially in the form attached as Appendix D to Report PLAN2026-023, be approved and adopted by Council;

That a Redline Revision to Draft Approved Plan of Subdivision and revised conditions of Draft Approval respecting application D05-2025-003, substantially in the form attached as Appendix C to Report PLAN2026-023, be approved and adopted by Council; and

That the Mayor and Clerk be authorized to execute the documents required by the approval of these applications.

Carried

6.4 PLAN2026-026

Redline Revision to Draft Approved Plan of Subdivision 16T-22503 (Grace & Grand Phase 1), Part Lot 20, Concession 7, Geographic Township of Ops, City of Kawartha Lakes - Flato Lindsay Community Inc.

Leah Barrie, Director of Development Services

Ms. Barrie confirmed that the lands for the redline revision of the draft approved plan of subdivision are subject to Minister's Zoning Order O. Reg. 771/21 (as amended). She summarized the application, explaining that it proposes the following components:

- Reduced right-of-way width of Street A from 26 metres to 20 metres representing a change from Collector to Local road status; and
- Replacement of the parkette in Block 25 with 'future development' blocks.

She noted that the proposed width reduction of Street A is appropriate and minor as it results in no changes to the development yield on the Draft Plan (being 113 townhouse dwelling units), does not impact any existing land uses or neighbouring developments, and is technically supportable from a transportation and servicing perspective. Street A continues to be proposed as an overland storm sewer flow route and access to the stormwater management block (Block 24), and is of sufficient width at 20 metres to achieve this purpose. Staff have also determined that a portion of the Block 25 parkette is needed for infrastructure, and, cash-in-lieu of parkland is more appropriate than acquiring lands for the proposed parkette. The application is consistent with the Provincial Planning Statement, and conforms to the Kawartha Lakes Official Plan. Ms Barrie summarized the comments received to date, as detailed in the report. Staff are recommending that the redline revisions be forwarded to Council for approval. Ms. Barrie and Mr. Timms responded to questions from members of the Committee.

PAC2026-030

Moved By Mayor Elmslie

Seconded By Deputy Mayor Richardson

That Report PLAN2026-026, Redline Revision to Draft Approved Plan of Subdivision 16T-22503 (Grace & Grand Phase 1), Part Lot 20, Concession 7, Geographic Township of Ops, City of Kawartha Lakes - Flato Lindsay Community Inc., be received;

That the Redlined Draft Plan of Subdivision and Revised Conditions of Draft Approval, substantially in the form attached as Appendices C and D to Report PLAN2026-026 be approved by Council; and

That the Mayor and Clerk be authorized to execute the documents and agreements required by the approval of this Application.

Carried

7. Adjournment

PAC2026-031

Moved By M. Barkwell

Seconded By Councillor Warren

That the Planning Advisory Committee Meeting adjourn at 2:42 p.m.

Carried

Council Report

Report Number:	CAO2026-002
Meeting Date:	April 21, 2026
Title:	Summit Wellness Centre Update
Description:	To update Council on the Summit Wellness Centre project and address debenture increase requirements.
Author and Title:	Ron Taylor, CAO

Recommendation(s):

That Report CAO2026-002, **Summit Wellness Centre Update**, be received;

That Council approve an increase to the tax funded debenture for the Summit Wellness Centre project (953220301) to the upset amount of \$1,860,000; and

That Council approve the Development Charge (DC) funding of \$7.1 Million to be converted to a DC debenture; and

That the total \$25.5 Million project construction budget be reduced upon receipt of any grant approval; and

That the City's Long-Term Financial Plan be updated to reflect this increase.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the February 16, 2021 Special Council meeting, Council adopted the following resolution:

CR2021-091

Moved By: Councillor Yeo

Seconded by Councillor Dunn

That the Coboconk Wellness Centre be included in the 2021 Special Projects Budget in the amount of \$126,000 to be funded from the Tax Levy.

This decision provided necessary funds to advance the planning and preparation work for the proposed facility development. The Chamber concurrently led a community fundraising campaign to contribute to the facility redevelopment budget.

At the August 10, 2021 Regular Council Meeting, Council adopted the following resolution:

CR2021-369

Moved By Councillor Yeo

Seconded By Councillor Seymour-Fagan

That Report CS2021-006, Coboconk Wellness Centre Update – Funding Request, be received;

That funding in the amount of \$150,000.00 be provided to the Coboconk Wellness Centre Committee (Coboconk and Norland Chamber of Commerce) in order to proceed with desired Environmental and Energy Studies and various Designs and Drawings; and

That the funds, not to exceed \$150,000, be financed from the uncommitted portion of the City's Capital Contingency Reserve (1.32248).

Committee of the Whole – October 5, 2021:

Memorandum Regarding Wellness Centre Financing

Mayor Letham

CW2021-245

Moved By Councillor Yeo

Seconded By Deputy Mayor O'Reilly

That the Memorandum from Mayor Letham, **regarding Wellness Centre Financing**, be received;

That staff explore funding alternatives and financing models to allow for the start of construction in 2022;

That these concepts be brought forward as a decision unit in the 2022 budget process; and

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

Council approved the construction at the November 30, 2021 Council meeting by adopting the following resolution:

CR2021-610

That the CAO and Treasurer be authorized to pursue provincial grant funding for the Summit Wellness Centre, and implement the project through a special debenture, that debenture not exceeding ten million dollars; and

That Staff report back with an update on any provincial grant funding opportunities.

Report CAO2022-005 (Appendix A to this report), was considered by Council at the May 17, 2022 Council meeting, and the following resolution was adopted:

CR2022-158

That Report CAO2022-005, **Summit Wellness Centre**, be received;

That project 953220301 – Summit Wellness Centre be approved for special debenture financing to an upset limit of \$10,000,000.00 and considered for inclusion in the Development Charges Background Study; and

That the City Treasurer be authorized to refinance capital project 953220301 – Summit Wellness Centre to reduce reliance on debenture financing in the event the project receives additional financing from grants, development charges or other sources.

This project was further supported by Council at the April 22nd, 2025 Council meeting, with the consideration of Report CORP2025-013 (Appendix B to this report), by increasing the budget to \$16.5M through the following resolution:

CR2025-126

That Report CORP2025-013, Summit Wellness Centre Update, be received;

That Council approve an increase to the debenture for the Summit Wellness Centre project (953220301) in the upset amount of \$6,500,000.00; and

That the City's Long-Term Financial Plan be updated to reflect this increase.

It was anticipated that one final budget update and reconciliation would be brought to Council as the project neared completion, reflecting the total project cost (following revised work estimates and tender responses), and status of grant funding applied for.

The Summit Wellness Centre project is now nearing completion. The total project cost estimate exceeds the budget of \$16.5 Million approved one year ago. This report provides Council with an update on the project construction and recommends approval of a final project construction budget of \$25.5 Million (an increase to the gross project budget of \$9 Million).

It is anticipated that an outstanding grant could offset the final project cost by as much as \$2.4 Million.

Rationale:

The Summit Wellness Centre (SWC) is slated for completion during the summer of 2026. Discussions have been ongoing between City Staff and the Coboconk, Norland and Area Chamber of Commerce (Chamber) to provide cash flow and financing up to the current budget limit of \$16.5 Million. As of early 2026 the Chamber confirmed that the project would exceed the \$16.5 Million budget and final figures indicated that another approximate \$9 Million would be required to complete the project.

This is due to several factors:

- Identified increase in the scope of work, detailed and provided to the City in 2025 that noted there were several items not included in the original scope of the project through the original construction agreement.
- Most of the larger government grant applications applied for were not approved.
- Tender awards for various project contracts were coming in much higher than forecasted (estimates pre-pandemic; work commenced during the pandemic).
- Particularly throughout 2025 and current, tariffs, delivery expenses, heating costs, weather and material delays, fuel costs and snow removal have exceeded estimates in the original Cost Consultant Report.

The community has raised over \$1.7 Million in donations to date and the campaign is continuing.

The Chamber has already contributed \$1 Million of this fundraising towards the construction of the building. The terms of the Memorandum of Understanding, signed with the City, states that the Chamber is responsible for using additional fundraising funds to purchase equipment, furniture and technology needs. The additional \$700,000 of fundraising has been committed to these items.

The Chamber has applied for numerous grants and is currently waiting for an approval from the Ministry of Health for an approximate \$2.4 Million grant. Staff are recommending that the final project budget include all works needed to be funded, and upon receipt, then the Treasurer will reduce the total project budget accordingly.

The SWC has prepared a Project Update memorandum (see Appendix C).

Other Alternatives Considered:

Council could choose not to fund this project through to construction completion. However, this would not be in alignment with Council’s previous direction to support the project as a partner. It is also not recommended as substantial construction progress has been made, and completion cannot proceed without a project funding commitment.

Alignment to Strategic Priorities

The SWC is aligned to the 2024 to 2027 Council Strategic Priority of An Exceptional Quality of Life with the action to improve the health and well-being of residents. This facility will serve as a health, primary care and community hub for Kawartha Lakes.

Financial/Operation Impacts:

The current projected deficit and the increased budget is illustrated below:

Project	Current Budget	Estimated Total Spending to Completion of Construction	Current Deficit	Gross Project Budget (Final)
Summit Wellness Centre- 953220301	\$16,500,000	\$25,500,000	(9,000,000)	\$25,500,000

In the April 2025 staff report it was noted that an element of this project is growth related. During the last Development Charge (DC) study this project was included in the eligible projects and assigned DC funding of approximately 28%, net of any grants received. The current \$16.5M budget is structured as follows:

Type of Financing	Amount
Debenture Financing	\$11,880,000
Development Charge Funding	\$4,620,000
Total Project Funding	\$16,500,000

Now that the budget has increased to \$25.5 Million the funding split would be as follows:

Type of Financing	Amount
Debenture Financing	\$18,360,000
Development Charge Funding	\$7,140,000
Total Project Funding	\$25,500,000

Council previously authorized total Debenture funding for this project to an upset limit of \$16.5 Million. An additional maximum \$1.86 Million in debenture financing is requested (totaling \$18.36 Million).

In addition, Staff is recommending that the revised DC funding of \$7.14 Million be a DC debenture rather than a withdrawal from the DC reserve (which is currently under-funded due to a slowdown in growth in the Province).

The Chamber continues to work on various alternative funding sources. The first is a Ministry of Health Grant which, if successful, the project will receive up to \$2.4 Million. The other source of funding is the potential for increased fundraising (those efforts continue). The City receives an HST 100% ITC refund for project expenses. These rebates, totaling approximately \$2.5 Million will further offset the gross project budget. This additional funding, fundraising and HST refunds could reduce the gross project budget below \$20 Million. The Treasurer and the CAO will reduce the tax funded debenture and the DC debenture as funding is realized.

Consultations:

City Treasurer
Director, Community Services
Manager, Building & Property
Manager, Capital Assets
Coboconk, Norland and Area Chamber of Commerce

Attachments:

Appendix A – Report CAO2022-005



CAO2022-005

Appendix B – Report CORP2025-013



CORP2025-013

Appendix C – Summit Wellness Centre Project Update (April 2026)



Summit Wellness
Centre Project Update

Department Head email: rtaylor@kawarthalakes.ca

Department Head: Ron Taylor, CAO

Council Report

Report Number:	CAO2022-005
Meeting Date:	May 17, 2022
Title:	Summit Wellness Centre
Description:	Recommendation to proceed with releasing project funding to commence project construction while off-setting grant funding is pursued.
Author and Title:	Ron Taylor, Chief Administrative Officer

Recommendation(s):

That Report CAO2022-005, **Summit Wellness Centre**, be received;

That project 953220301 – Summit Wellness Centre be approved for special debenture financing to an upset limit of \$10,000,000 and considered for inclusion in the Development Charges Background Study; and

That the City Treasurer be authorized to refinance capital project 953220301 – Summit Wellness Centre to reduce reliance on debenture financing in the event the project receives additional financing from grants, development charges or other sources.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Over the past few years, the Coboconk, Norland & Area Chamber of Commerce (Chamber) has led a partnership with the City to repurpose the existing Coboconk Train Station building into a community wellness centre. This facility, to be known as the Summit Wellness Centre, would support needed medical, health and community uses serving the Coboconk-Norland communities and surrounding areas.

In 2020, the Chamber entered into a Volunteer Management Board agreement with the City to manage Coboconk Legion Park, inclusive of the redeveloped Coboconk Train Station building sited on those lands.

At the February 16, 2021 Special Council Meeting, Council adopted the following resolution:

CR2021-091

Moved By Councillor Yeo

Seconded By Councillor Dunn

That the Coboconk Wellness Centre be included in the 2021 Special Projects Budget in the amount of \$126,000 to be funded from the Tax Levy.

Carried

This decision provided necessary funds to advance the planning and preparation work for the proposed facility redevelopment. The Chamber concurrently led a community fundraising campaign to contribute to the facility redevelopment budget.

At the August 10, 2021 Regular Council Meeting, Council adopted the following resolution:

CR2021-369

Moved By Councillor Yeo

Seconded By Councillor Seymour-Fagan

That Report CS2021-006, **Coboconk Wellness Centre Update – Funding Request**, be received;

That funding in the amount of \$150,000.00 be provided to the Coboconk Wellness Centre Committee (Coboconk and Norland Chamber of Commerce) in order to proceed with desired Environmental and Energy Studies and various Designs and Drawings; and

That the funds, not to exceed \$150,000, be financed from the uncommitted portion of the City's Capital Contingency Reserve (1.32248).

Carried

This additional funding was granted to advance the planning and design of the facility redevelopment, and have the project in a “shovel-ready” position in order to leverage offsetting grant funding, and further community fundraising.

At the October 5, 2021 Committee of the Whole meeting, the Mayor brought forward a memorandum recommending, among other things, that staff bring forward as a decision unit in the 2022 capital budget, funding/financing options to allow the project to commence construction in 2022.

At the November 30, 2021 Special Council Meeting, Council adopted the following resolution:

CR2021-610

Moved By Councillor Yeo

Seconded By Councillor Dunn

That the CAO and Treasurer be authorized to pursue provincial grant funding for the Summit Wellness Centre, and implement the project through a special debenture, that debenture not exceeding ten million dollars; and

That Staff report back with an update on any provincial grant funding opportunities.

Carried

This report is provided to update Council on funding opportunities being pursued, and recommending that this capital project be established in our 2022 work plan, with required City funding committed through Special debenture that will be advanced upon completion of the project in 2024/2025. This debenture will not form part of the Council approved debt limit for Tax Levy debt of \$25 Million but instead will be considered a special debenture where no new debt limit is created as the debt is paid off.

Rationale:

The Chamber is completing the required site plan approvals for this project, after which they would be ready to obtain permit(s) for site works and facility reconstruction. This work could begin later in 2022.

Council already authorized staff to establish a special debenture funding source for this project, not to exceed \$10 Million. The expectation through that financial commitment was that both the City and Chamber would continue to pursue provincial and federal capital and operating grant funding to partially offset total project construction costs, medical-grade space retrofits and/or future operating costs.

Grant funding continues to be actively pursued, and any secured offsetting funds would be reported to council. Funding programs being pursued include, but are not limited to:

- Infrastructure Canada – Green & Inclusive Community Buildings
- Employment & Social Development Canada – Enabling Accessibility
- FedDev Ontario – Canada Community Revitalization Fund
- Ministry of Health retrofit funding, in partnership with the Kawartha North Family Health Team (KNFHT).

Both staff and the Chamber remain committed to providing updates to council on successful funding being secured, community fundraising efforts, and project progress. To-date, the Chamber has successfully fundraised approximately \$1 Million for this project, with a total fundraising goal of \$1.5 Million.

It is important to establish this capital project and funding source in its entirety to allow staff and the Chamber to initiate and award construction contracts, and commence substantive works.

Other Alternatives Considered:

Council could decide to withhold substantial funding and/or provide partial funding pending success of securing certain grants. This is not recommended as substantial site and facility reconstruction works are anticipated to commence this year, and could not proceed without project funding known and committed to.

Alignment to Strategic Priorities

An Exceptional Quality of Life is a strategic priority within the 2020-2023 Kawartha Lakes Strategic Plan. One stated goal is to improve the health and well-being of residents. A committed action to accomplish this is to “(p)artner to establish a wellness centre in Coboconk”.

Proceeding with this project through the recommended core funding fulfills this commitment in our Strategic Plan.

Financial Impacts:

Council has authorized special debenture funding for this project to an upset limit of \$10 Million for financial planning purposes. Council has already approved advances totalling \$276,000 and funded by reserves. Staff and the Chamber remain committed to pursuing off-setting grant funding for this project.

If the City is unsuccessful in securing grant funding for this project, staff will debenture the project up to the maximum amount of \$10,000,000. The special debenture is expected to be advanced in 2024/2025, depending upon date of completion of the project, for 30 years at an interest rate of 5%. The current Infrastructure Ontario interest rate is 4.27% for a 30-year term, however this is expected to rise. Staff have therefore used 5% as a conservative estimate. This debt will not form part of the Council-approved tax levy debt limit of \$25 million but will instead be repaid over 30 years with future payments not freeing up new debt room. At this level of debt and at an interest rate of 5%, the impact on the City's operating fund will be approximately \$420,000 for the first year (2024/2025), decreasing to \$171,000 by the end of 2054. Over the 30-year term of the debenture, the City would pay \$7,629,451.89 in interest.

The \$10 million debenture will increase our debt servicing ratio by approximately 0.5% in 2024/2025, an impact already included in the Long-Term Financial Plan. It translates into an added pressure of approximately 0.38% on the tax levy if there is no offsetting external funding secured for the project. Staff will update Council as grant financing is pursued and secured for the project. The City Treasurer will reduce the amount of debenture needed for the project commensurately with any grants or other funding received.

Consultations:

Director, Community Services
City Treasurer
Coboconk, Norland and Area Chamber of Commerce

Attachments:

Appendix A – Site Plan



Appendix A - Site
Plan.pdf

Appendix B – Facility Rendering



Appendix B -
Facility Rendering.p

Department Head email: rtaylor@kawarthalakes.ca

Department Head: Ron Taylor, Chief Administrative Officer



Council Report

Report Number:	CORP2025-013
Meeting Date:	April 22, 2025
Title:	Summit Wellness Centre Update
Description:	To update Council on the Summit Wellness Centre project and address debenture increase requirements.
Author and Title:	Sara Beukeboom, Director of Corporate Services

Recommendation(s):

That Report CORP2025-013, Summit Wellness Centre Update, be received;

That Council approve an increase to the debenture for the Summit Wellness Centre project (953220301) in the upset amount of \$6,500,000.00; and

That the City’s Long-Term Financial Plan be updated to reflect this increase.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

At the Council Meeting of October 20, 2020, Council adopted the following resolution:

That Report CS2020-011, Coboconk Wellness Centre Feasibility Report, be received,

That staff be directed to proceed with working with the Coboconk, Norland & Area Chamber of Commerce to develop the Coboconk Train Station into the Coboconk Wellness Centre;

That staff work with the Coboconk, Norland & Area Chamber of Commerce to secure the required external grant funding to proceed with the project; and

That the required \$1,500,000.00 City contribution to this project be incorporated into the City's Asset Management and 10 Year Financial Plans and future capital budgets for when matching funds are secured for Council's consideration.

At the Council Meeting of November 30, 2021 Council adopted the following resolution:

That the CAO and Treasurer be authorized to pursue provincial grant funding for the Summit Wellness Centre, and implement the project through a special debenture, that debenture not exceeding ten million dollars; and

That Staff report back with an update on any provincial grant funding opportunities.

At the Council meeting of May 17, 2022 Council adopted the following resolution:

That Report CAO2022-005, Summit Wellness Centre, be received;

That project 953220301 – Summit Wellness Centre be approved for special debenture financing to an upset limit of \$10,000,000.00 and considered for inclusion in the Development Charges Background Study; and

That the City Treasurer be authorized to refinance capital project 953220301 – Summit Wellness Centre to reduce reliance on debenture financing in the event the project receives additional financing from grants, development charges or other sources.

Report CAO2022-005 is provided in Appendix B to the Report.

As of May 2022, budget estimates for this project were approximately \$14-15 Million, including contingency. Subject to successful grant applications to offset this estimated project cost, and tendering the work to better realize actual costs, a final funding report and budget reconciliation to Council was always contemplated.

The City subsequently entered into a partnership arrangement with the Coboconk, Norland & Area Chamber of Commerce (the Chamber) to provide oversight, project management and implementation of the project construction.

This report provides Council with an update on project construction, and recommends an increase to project debenture funding to finish the construction phase of this project (and continue to provide concurrent pursuit of offsetting capital grants).

Rationale:

The Summit Wellness Centre (SWC) construction is underway and progressing well. There is a goal to be open in the winter of 2025-26. The Chamber has provided a project update (see Appendix A), and has provided the City with a final budget update for construction completion.

In January 2023, the total capital project cost was estimated at approximately \$16.5 Million. Estimates that are more recent put the final capital project cost at approximately \$17.5 Million.

The community has raised over \$1.3 Million with more than 1,500 donations. There is currently two pending funding requests:

- Ministry of Health - \$2.4 Million
- Federal Ministry of Infrastructure; Green & Inclusive Community Buildings - \$3 Million

The SWC will, in part, serve the needs of future growth. Staff will determine the share of the project's costs that are recoverable from development charges, through preparation of the 2025 Development Charges Background Study by Watson and Associates.

Considering the inflationary environment and rising construction costs for health/medical facilities, the Chamber has managed to aggressively and effectively cost contain and advance this project through to construction.

Other Alternatives Considered:

Council could choose not to fund this project through to construction completion. However, this would not be in alignment with Council’s previous direction to support the project as a partner. It is also not recommended as substantial construction progress has been made and completion cannot proceed without known project funding commitment.

Alignment to Strategic Priorities

The SWC is aligned to the 2024 to 2027 Council Strategic Priority of An Exceptional Quality of Life with the action to improve the health and well-being of residents. This facility will serve as a health, primary care and community hub for Kawartha Lakes.

Financial/Operation Impacts:

Project	Original Debenture	Actual Spending	Current Deficit	Estimated Debenture to Complete	Project Deficit
Summit Wellness Centre-953220301	\$10,000,000	10,388,939	(388,939)	\$6,100,000	(6,488,939)

This project is almost entirely funded by debenture. Staff are recommending an increase in the Debenture financing to an upset limit of \$6.5M bringing the debenture financing total to \$16.5M.

As already noted in this report, this debenture amount will be reduced to account for any grant or development charges funding later committed to the project.

Consultations:

- Chief Administrative Officer
- Director, Community Services
- City Treasurer
- Manager, Building and Property
- Manager, Capital Assets

Attachments:

Appendix A – Project Update (2025) – Summit Wellness Centre



Wellness Summit
Project Update

Appendix B – Report CAO 2022-005



CAO2022-005
Summit Wellness Cent

Department Head email: sbeukeboom@kawarthalakes.ca

Department Head: Sara Beukeboom

Project Update – April 2026

Overview

The SWC will be a hub for community health and community space for the under-served northern areas of Kawartha Lakes. By renovating and expanding the historic Train Station building in Coboconk, the Centre will offer more doctors and after-hours care, along with a business incubator hub, dental, physio, and many more services while preserving an important piece of our area's history.

This is a community-driven project. Spearheaded by the Coboconk, Norland & Area Chamber of Commerce, the community identified the need for the services that will be housed in the new building. In addition to identifying the services needed, the community has raised more than \$1.7 million and has committed significant volunteer time. The Chamber has also raised approximately \$500k in grant funding, and in-kind funding of approximately \$450k. City Council has been an enthusiastic partner by providing supports, advice, and funding of \$16.5 million.

Tenants Ready to Call the SWC Home:

- Kawartha North Family Health Team – Full-time: 2 Nurse Practitioners, 1 RPN, 1 admin staff. Other services on a part-time basis shared with their other locations.
- Dr. Warsi – long-time family physician located in Coboconk.
- Coby Pharmacy – retail space and offering new services as part of the 'walk in clinic' services and a new service for compounding custom medications.
- 1 Naturopathic Doctor
- 2 Hygienists
- 1 Psychotherapist
- 1 Chiropractor
- 1 Nutritional Coach
- 2 Massage Therapists
- 1 Coffee Café
- Coboconk & Area Food Bank
- Programming in partnership with the KL Small Business Centre and Launch Kawartha

Tentative Tenants (interested but not yet confirmed):

- Lifelabs
- Yoga Instructor
- Pilates Instructor
- Group Fitness Instructor
- Community Care City of Kawartha Lakes – a variety of programs

Other Services planned for the SWC:

- 2 Dental suites
- Physio, audiology, optometry
- Pre- and post-op services for the Ross Memorial Hospital

Project Status

The building is structurally complete and has received the structural engineer's attestation. The majority of all rough in bulk of the HVAC, electrical, and plumbing are complete. The remaining work is focused on installation of the fixtures. Curbs are installed, and exterior landscaping work will commence as soon as the weather allows.

Here is a quick snapshot of the project's status now, and key milestones coming up:

- Structural 98% complete
- HVAC 80% complete
- Electrical 60% complete
- Plumbing 90% complete
- Flooring and paint in May 2026
- Paving, Exterior Painting in May 2026
- Landscaping, Cabinetry and Finishing Touches in June 2026
- End of June 2026 substantial completion

A picture is worth a thousand words, and we have included a few photos for you on the final page of this report.

Project Budget & Funding

Budget

A Class B costing completed in January 2023 provided a budget of \$16.5 million. Market costs have shown a significant rise in prices since that timeframe, as well as a different world economy, and this has resulted in an increase in expected budget to complete the project in June 2026.

Completing the project requires some extra funding, as well as some bridging of costs while tax credits and provincial funding are received.

Confirmed Funding:

To date, the following sources of funding have been confirmed:

- The community has raised more than \$1.7 million so far with more than 1500 donations, signaling to all 3 levels of government that the community is serious about addressing the community services and health care gaps in the area.
- To date, the City of Kawartha Lakes Council has committed \$16.5 million (thank you!).
- The Ministry of Transportation has contributed by constructing the new entrance to the Summit Wellness Centre from Hwy 35. (approximately \$300k)
- The Ministry of Transportation has committed \$20,000 for the installation of 4 Electric Vehicle Charging Stations
- The Ontario Ministry of Agriculture and Rural Affairs has committed \$250,000 to the Business Incubator project.
- The Ministry of Health provided a planning grant of \$175,000 in 2022 (through the Kawartha North Family Health Team) to support the submission through their application process. That application is complete and the request before the MOH is for \$2.4 million for clinic-focused spaces.
- Rogers Canada has completed the outside and inside work needed for telephone and internet lines on an inkind basis.

Pending Applications:

We have relentlessly pursued provincial and federal grant funding for this project by submitting over \$35 million in qualified applications. Achieving success has been difficult. We continue to explore all available opportunities to engage the federal and provincial governments.

At this time, only 1 request for funding is pending: the Ministry of Health for approximately \$2 million.

The community thanks Council and Staff for their unwavering support of the Summit Wellness Centre project to date, and we are excited for these additional services to be available to the people of the Kawartha Lakes. We look forward to celebrating with Council on Opening Day later this summer!

Additional Information

Communities to be served by the Summit Wellness Centre

- Norland
- Kirkfield
- Coboconk
- Burnt River
- Rosedale
- Woodville
- Other communities in the Kawartha Lakes/Haliburton area

Service Delivery Partners at the Summit Wellness Centre to date

- Kawartha North Family Health Team
- Dr. Warsi (family physician)
- Community Care City of Kawartha Lakes
- Ross Memorial Hospital
- Coboconk and Area Food Bank
- Coboconk Pharmacy
- Various wellness practitioners and recreation leaders

Key Community Partners involved

- Kawartha Lakes-Haliburton Ontario Health Team
- Kawartha North Family Health Team
- Kawartha Lakes Health Care Initiative (Doctor Recruitment)
- Haliburton Highlands Health Services
- Community Care City of Kawartha Lakes
- Kawartha Lakes Family Health Team
- Coboconk Medical Centre Trust
- Ross Memorial Hospital
- Coboconk and Area Food Bank
- Coboconk, Norland & Area Chamber of Commerce
- Shedden Historical Society
- Coboconk Railway Station Restoration Committee
- MPP Laurie Scott
- MP Jamie Schmale
- City of Kawartha Lakes

For more information:

Jennifer Wilson

Operations Director

Summit Wellness Centre

705.341.4183

jwilson@coboconknorland.ca



Exterior Train Station



Coby Pharmacy



Medical Clinic Hallway



Community Commercial Kitchen



Council Report

Report Number: CLK2026-007
Meeting Date: April 21, 2026
Title: **Kawartha Lakes-Nayoro Twinning Committee**
Description: Re-establishment and re-naming of the Lindsay-Nayoro Twinning Committee as a Volunteer Management Committee
Author and Title: Constance Ellison, Executive Assistant to Mayor and Council

Recommendation(s):

That Report CLK2026-007, **Kawartha Lakes-Nayoro Twinning Committee**, be received;

That the Lindsay-Nayoro Twinning Committee be re-established as a Volunteer Management Committee known as the Kawartha Lakes-Nayoro Twinning Volunteer Management Committee; and

That the Terms of Reference appended to CLK2026-007 as Appendix A be adopted.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

The Lindsay-Nayoro Twinning Committee was first established in 1970 through the Lindsay Chamber of Commerce. The purpose was to solidify and foster a long-term 'sister-city' relationship with the city of Nayoro, Japan through cultural exchanges and celebrations of friendship. The commitment to this relationship has endured with student exchanges occurring regularly and events and delegations being hosted for special occasions, such as the 50th anniversary in 2019.

Aside from the dedication of Nayoro park in honour of this relationship, the Twinning Committee is mostly responsible for the student exchange program that facilitates one or two students from (traditionally) Lindsay to Nayoro every other year, with students from Nayoro being hosted here in the off years. The Committee was chaired for many years by Heather Newman, who was a recipient of the Japanese Order of the Rising Sun, Gold and Silver Rays, for her dedication to Canada-Japan relations largely through her work on this committee. When Ms. Newman stepped away from the committee, a lot of the momentum of the group went with her.

More recently the Committee has been chaired by Dylan Robichaud, a former exchange student, and the group has expressed an interest to re-affirm the City's commitment to the 'sister-city' relationship, with the full support of their counterparts in Nayoro, who themselves are dedicated to renewing and cementing this long-held friendship. To best fulfill this desire, it is recommended that the City re-establish this committee in a more formal way as a Volunteer Management Committee, and take the opportunity this year to re-name it to reflect our identity as Kawartha Lakes and to ensure all students in our municipality have the opportunity to take part in the student exchange program.

This report addresses the recommendation to formalize the committee as a Volunteer Management Committee with accompanying Terms of Reference, and the re-naming of the group.

Rationale:

The CAO and the Mayor met with the current Chair of the Committee to discuss the future of the Twinning Committee and how best to move forward with the group. The Chair expressed a desire on behalf of the current committee to have a more formal structure and a more official relationship with the City. He also relayed that his counterparts in Nayoro have expressed a similar desire to form a more official relationship with the City. The City of Nayoro has a department dedicated to International Relations, and while this is not something needed here, the relationship

may appear to be more heavily invested in by Nayoro in comparison to what is currently in place here. In light of this, and the long-established history of the Twinning Committee, the Mayor suggested that it was time to re-affirm our relationship with Nayoro and the CAO agreed that a more formal structure was warranted.

The current committee has a Chair and a Treasurer and holds ad-hoc meetings to facilitate the student exchange; however, formal minutes and reporting to Council has not regularly occurred for some time. The Chair acknowledged that given public funds are used to fund the student exchange program, it is more than appropriate to have some kind of agreement in place to prompt regular reporting back to Council in order to maintain accountability and transparency.

What is being proposed is a structure that would allow some degree of autonomy for the committee to solicit applications and oversee the student exchange program. The City currently has a number of Volunteer Management Committees that allow for this type of involvement by members of the community. These committees, unlike Committees of Council, select from their members a Chair and Secretary, with no members of Council appointed to the Committee. While meetings still need to adhere to Open and Closed meeting rules under the Municipal Act, 2001, there is more flexibility in terms of structure and members can take on community-based projects such as the Exchange Program. Committees of Council, on the other hand, are far more formal, have Council members appointed to the committee, and are largely advisory in nature. Since the City is not itself running the exchange program, this Volunteer Management Committee structure more easily lends itself to the aims of the Twinning Committee. The Terms of Reference would still require an annual report back to Council, and this would satisfy both the City's and the Committee's desire to be more accountable for the public funds being used.

Finally, the recommendation to update the name from Lindsay-Nayoro to Kawartha Lakes-Nayoro reflects the City's new identity and will help to encourage students from across Kawartha Lakes to participate in the student exchange program. As this year is our 25th Anniversary, it is appropriate to take the opportunity to update this aspect of the Committee and to make it more inclusive. As part of this initiative, a new webpage on the City website has been created to highlight both the historical nature of this 'sister-city' relationship and the student exchange program. It is a space that the City can use to update residents on events and memorabilia as well as the student exchange program. It will also include a new email address, nayoro@kawarthalakes.ca, for use by the Committee and the Mayor's Office to receive applications and correspondence relating to the Twinning Committee. These steps not only consolidate and articulate what the Committee is and what they do, but it also signals to our counterparts in

Nayoro that this relationship is one that is valued and respected. These steps elevate what is currently an ad-hoc committee to a committee with status and structure; further, it establishes it as part of the City's organization for the future, ensuring it remains a viable and integral part of our cultural fabric moving forward.

Other Alternatives Considered:

Council could opt to re-establish the Twinning Committee as an Advisory Committee of Council; however, the main objective and activity of the committee is to facilitate a student exchange as a community benefit, rather than advise Council on relations with Nayoro or Japan. This option is not recommended as the structure of a Volunteer Management Committee is less formal and more arms-length to the City. An Advisory Committee would require more staff time and resources.

At the other end of the spectrum, Council could opt not to re-establish the committee at all and let it continue as a group with only informal ties to the City. This is not recommended, as the City provides funding for the student exchange program, and it is appropriate for the committee to have a responsibility to report to Council on the successes of the program. The Volunteer Management Committee structure requires at least an annual report and would provide members with insurance provisos and ensures further transparency and accountability. Choosing to remain status quo is therefore not recommended.

Alignment to Strategic Priorities

This recommendation supports these strategic priorities:

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

The re-establishment of the Twinning Committee reaffirms the City's dedication to supporting community initiatives and the student exchange is a great example of fostering new opportunities for our youth, but it also champions the cultural exchange of ideas and friendship. The 'sister-city' relationship has been part of the fabric of Kawartha Lakes for over 50 years and it is a relationship that is worth not just preserving but celebrating.

The original intent of the Twinning with Nayoro was to encourage not just cultural, but also economic, ties. With many students coming to our area to experience a Canadian,

and specifically Kawartha lifestyle, the economic benefits are felt by businesses, educational institutions, and the municipality as a whole. This connection with Nayoro encourages delegations from Japan to our area, a close relationship with the Consul-General of Japan, and creates associations that can last a lifetime. Some of these benefits are less tangible, but no less real, and significant.

Using the Volunteer Management Committee model, re-establishing this committee under a new name, Kawartha Lakes-Nayoro Twinning Volunteer Management Committee not only reflects the wider inclusion of students City-wide, but it also formalizes a relationship between the Committee and the City and provides a more robust opportunity for reporting to Council and meeting our goals of transparency and accountability.

Financial/Operation Impacts:

Re-establishing the Twinning Committee as a Volunteer Management Committee with a new name does not have any financial impact. The funding that supports the student exchange is already accounted for in the annual budget.

Consultations:

Mayor
City Clerk
CAO

Attachments:

Appendix A – Kawartha Lakes-Nayoro Twinning Volunteer Management Committee
Terms of Reference



KLNTC Terms of
Reference

Department Head email: rtaylor@kawarthalakes.ca

Department Head: Ron Taylor

Terms of Reference

Name: Kawartha Lakes-Nayoro Twinning Volunteer Management Committee (Volunteer Management Committee)

Date Established by Council: April 21, 2026

Background:

The “Twinning Committee” was initially formed under the auspices of Dr. C. W. Service, Chairman of the Lindsay Chamber of Commerce on January 29, 1970. The purpose of the committee was to solidify and foster a long-term relationship with the city of Nayoro through cultural exchanges and celebrations of our friendship.

The Town of Lindsay welcomed the Mayor of Nayoro in 1971, cementing this relationship and marking the first of many residents from each city to engage in cultural exchanges, the main purpose of our twinning agreement with them. From 1970 on, the Town of Lindsay has sent numerous students to Nayoro, as well as welcoming many Japanese students here. This tradition is one which the City has continued to support and the restructuring as a Volunteer Management Committee will solidify and formalize this relationship and obligations.

Mission:

The Kawartha Lakes-Nayoro Volunteer Management Committee is established to maintain the sister-city relationship with the City of Nayoro, Japan and to facilitate exchanges and events that support and honour this well-established relationship.

Roles and Responsibilities:

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

- the City Code of Conduct for Committee/Board Members
- Other applicable City by-laws and policies, including the Purchasing Policy
- Municipal Act
- Municipal Freedom of Information and Protection of Privacy Act
- Municipal Conflict of Interest Act

No individual member or the Committee as a whole has the authority to make direct representations of the City to Federal or Provincial Governments.

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

The Committee will abide by any terms and conditions which may be set out by the City's Council and the CAO's Office, Auditor and/or Insurer for any activities relating to Committee business in keeping with the Committee's Terms of Reference and established Policies.

Activities:

The following represent the general activities of the Committee:

- a. Responsible for the arrangement of all aspects of the student exchange program, including: the application and selection processes; purchase of airfare tickets; organization of host families for Nayoro students; record-keeping; and any other actions required to necessitate the exchanges.
- b. Keeping all receipts of financial transactions and maintaining them for a minimum of seven years; maintaining records of participating students, host families, and any other records necessary for the student exchange program.
- c. Maintaining records of any official correspondence with the Office of the Consul-General of Japan and officials from the City of Nayoro; and sharing these records upon request by the City.
- d. Informing the Mayor's Office well in advance of any visits from delegates, dignitaries or representatives of Nayoro or the Office of the Consul-General of Japan arising through connections to the Committee.
- e. Collaborating with the City through the Office of the Mayor to greet delegations and host any joint events, celebrations, or visits.
- f. Co-Authoring of an annual report for Council.

Composition:

The Committee shall be comprised of a minimum of 3 members to a maximum of 7 members consisting of members of the public who reside within Kawartha Lakes. All members will have full authority to debate and vote. Changes in membership must be recommended to and approved by the liaison Department.

Appointment of Officers:

The Committee shall, at its first meeting in each year, elect from its membership a Chair, Secretary and Treasurer or Secretary/Treasurer. It is acknowledged that

there are no per diems for any Committee positions and it is acknowledged that none of the above positions shall be paid for their services. All Committee members are considered volunteer positions.

Term of Appointment:

Unless exempted by legislation, members will be appointed for a term of a maximum of four years with terms expiring at the full term of Council. Members shall continue to serve beyond the end of their term until the appointments of their successors have been approved by the liaison Department.

Resources:

The Mayor's Office and, in particular, the Executive Assistant, will provide support in the form of advice, day-to-day liaison with the City, updates on operating procedures and documentation, and initial assistance in their implementation to the degree resources are available, as well as attend meetings of the Committee. Room bookings for student exchange presentations should be booked through the Mayor's Office, with notice given as soon as possible.

Community Services, and in particular the Parks and Recreation Division, will provide support during any ceremonies or events taking place at Nayoro Park. The Economic Development Division will provide support for the caretaking of any official gifts received through dignitaries or events related to the Committee. The Communications Division will provide support for the student exchange program through advertisements on the City website and Social Media accounts. The City will also maintain a webpage dedicated to the Kawartha Lakes-Nayoro Twinning program and provide a contact email address that will be supported by the Mayor's Office.

The Committee will be entitled to establish bank accounts separate from the City's in which to receive revenues and issue expenses relating to the student exchange program. The Committee will ensure any such accounts shall include a minimum of two signing authorities chosen from members of the Committee. The Committee shall provide and make available to the City's auditors upon request, and at least annually, all financial records relating to both revenues and expenses made. Further, the Committee shall make any adjustments requested by the City's auditors in ensuring proper accountability to the City and to the community.

The Committee will receive annual funding to cover the costs of airfare for students traveling to Nayoro for the exchange with the expectation that students

chosen to receive funding and participate in the program are from Kawartha Lakes.

The liaison Department shall ensure that a current Terms of Reference for the Committee has been provided to the City Clerk's Office and is posted on the City website.

Timing of Meetings:

Meetings will be held on a set day and time as may be determined by the Committee or at the call of the Chair.

Location of Meetings:

The location of the meetings will be set by the Committee and must be held in a City facility, unless the meeting is being held electronically. Accessibility shall be considered when determining the location.

Meetings:

The Committee shall hold at minimum an annual meeting in each calendar year. The Chair, through the liaison Department, shall cause notice of the meeting, including the agenda for the meeting, to be provided to members of the Committee, and provided to the Office of the City Clerk, a minimum of three (3) business days prior to the date of each meeting. Quorum for meetings shall consist of a majority of the members of the Committee. No meeting shall proceed without quorum.

The liaison Department shall provide orientation annually for new members.

Procedures:

Procedures for the annual business meetings of the Committee shall be governed by Legislation and by Robert's Rules of Order.

Closed Meetings:

The Committee shall be permitted to hold Closed Meetings for the purpose of selecting students to participate in the exchange as exempted by the Municipal Act, 2001 Section 239 (2)(b) regarding personal matters about an identifiable individual.

Agendas and Minutes:

A copy of the Agenda and Minutes for the annual meeting shall be provided to the liaison Department and the City Clerk's Office. Action items requested of staff and/or Council will be brought to the attention of the Mayor's Office at that time. The City Clerk's Office will maintain a set of printed minutes on file for public review.

Insurance:

The City of Kawartha Lakes' General Liability Policy and Errors and Omissions Liability Policy will extend to this Committee and its members. The applicable insurance policies extend to Committee members while in the performance of his/her duties and to those activities authorized by the City of Kawartha Lakes and Council. Members must adhere to the policies and procedures of the City of Kawartha Lakes and Council, including the Terms of Reference.

The Committee must provide to the liaison Department an annual updated listing of all members, including member positions, to ensure the applicable insurance coverage remains in force.

Committee members are not entitled to any benefits normally provided by the Corporation of the City of Kawartha Lakes, including those provided by the Workplace Safety and Insurance Board of Ontario ("WSIB") and are responsible for their own medical, disability or health insurance coverage.

Expulsion of Member:

Any member of the Committee may be removed from the Committee at the discretion of Council with consultation from the Liaison Department for reasons including, but not limited to, the member being in contravention of the Municipal Act, the Municipal Freedom of Information and Protection of Privacy Act, the Provincial Offences Act, The Municipal Conflict of Interest Act or the Code of Conduct for Committee Members; disrupting the work of the Committee; or other legal issues. Recommendations from a Committee/Board/Task Force regarding expulsion of a member shall be directed to the Mayor.

Terms of Reference:

The liaison Department shall ensure that a current Terms of Reference for the Committee has been provided to the City Clerk's Office and is posted on the City website.

Any responsibilities not clearly identified within these Terms of Reference shall be the responsibility of the City of Kawartha Lakes. Council may, at its discretion,

change the Terms of Reference for this Committee at any time. Any changes proposed to these Terms of Reference by the Committee shall be recommended to Council via the liaison Department through a report to Council.

At the discretion of Council, the Committee may be dissolved by resolution of Council.



Council Report

Report Number: CORP2026-021
Meeting Date: April 21, 2026
Title: 2026 Tax Policy Decisions
Author and Title: Linda Liotti, Manager, Revenue and Taxation

Recommendation(s):

That Report CORP2026-021, **2026 Tax Policy Decisions**, be received;

That optional property classes for the 2026 tax year are not adopted;

That the tax rate reduction for vacant and excess land in the commercial and industrial class be set at 0% for 2026;

That the tax rate reduction for First Class Undeveloped Farm Land be set at 25% for 2026;

That Council approve the 2026 tax ratios as outlined in Appendix A to report CORP2026-021;

That the "Eligible amount" for the Low Income, Senior and Disabled Persons Property Tax relief be \$350.00; and

That the necessary by-laws be brought forward to Council for consideration.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

This report is intended to establish a tax policy for 2026.

The Municipal Act, 2001 and the Assessment Act provide Council with the authority to make decisions concerning property taxation.

These decisions include:

1. adoption of optional property classes;
2. tax rate reductions for commercial and industrial properties where the land is in the property subclass of vacant land, or excess land;
3. revising tax ratios to mitigate tax shifts between the broad property classifications.

With Council's adoption on July 23, 2024, of the below resolution relating to the Special Rate Area tax levies;

CR2024-403

Moved By Councillor Ashmore

Seconded By Deputy Mayor McDonald

That Report CORP2024-019, **Special Rate Area (SRA) Update**, be received, and;

That Street Lights, Parks and Fire be moved from the Special Rate Area Tax Levy to the General Rate Tax Levy, and

That the Special Rate Area Reserves be transferred to the General Tax Stabilization Reserve for the following and closed:

Lindsay Parks Special Rate Area Reserve of \$254,889.74

Fire Special Rate Area A Reserve of \$1,543.89

Fire Special Rate Area C Reserve of \$22,192.71

Carried

This leaves the below special rate areas:

1. City of Kawartha Lakes Police
 - Cost of service equally shared amongst all properties in Lindsay and OPS

2. Ontario Provincial Police
 - Cost of service equally shared amongst all properties outside of Lindsay and OPS
3. Lindsay Transit
 - Cost of services equally shared amongst all properties in the Lindsay's Urban Settlement Boundary area

Further, staff have reviewed the Low-Income Senior and Disabled Persons Program and are providing the outcome for Council's consideration.

Rationale:

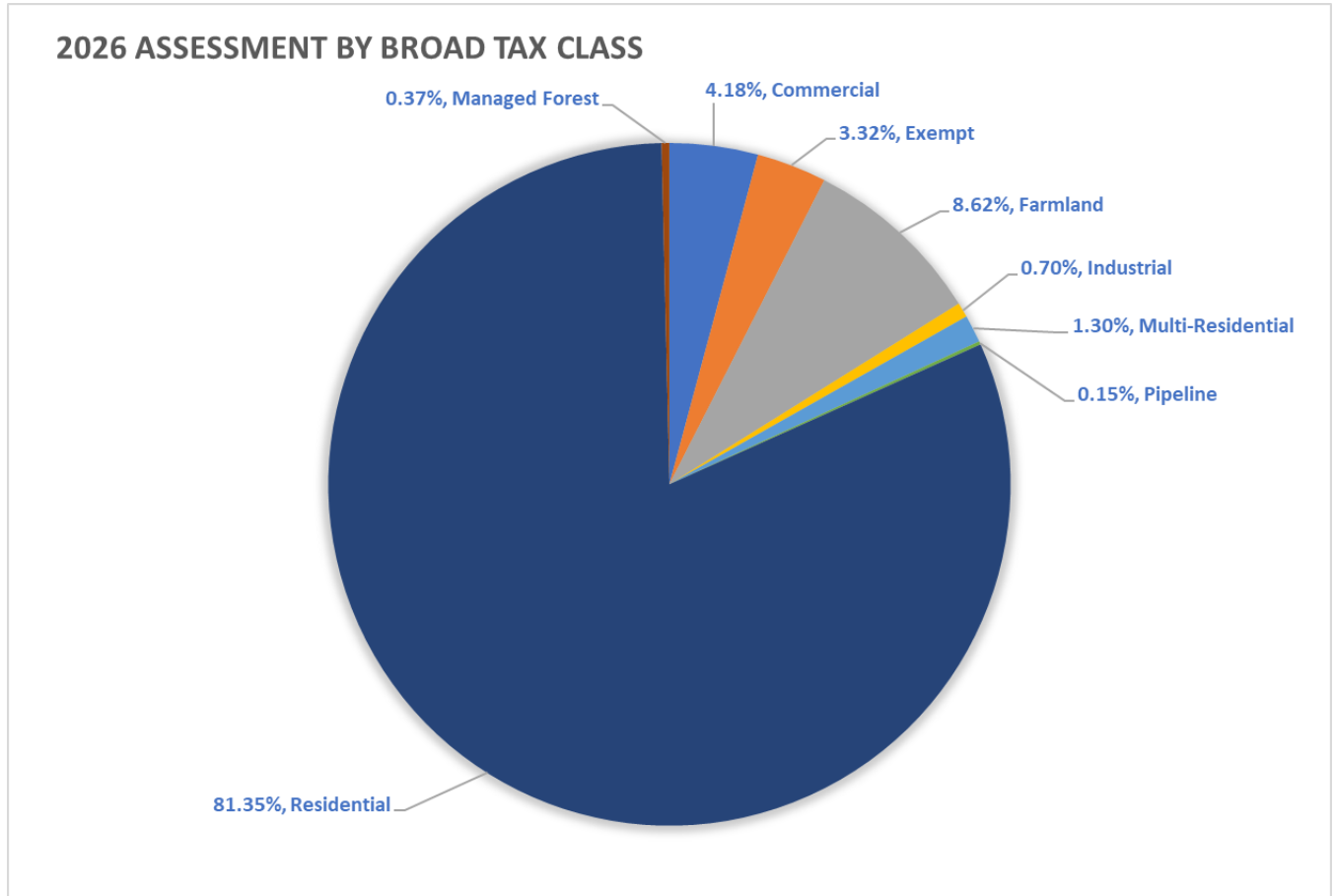
Re-assessment Update

On March 26, 2026, The Ontario government tabled its 2026 Budget. The Ministry of Finance, has again, postponed the re-assessment update, meaning Ontario's property assessment system will continue to be based on January 1, 2016 valuation, now entering its eleventh year.

In the Budget, the Ontario government states it is “continuing to make sure that the property assessment and taxation system is working effectively for Ontario businesses and families, while ensuring stability in challenging economic circumstances.” Further, it indicates that the Ontario government continues to receive feedback on approaches that could make the property assessment and taxation system more effective from a broad range of stakeholders, including residential and business property owners and their affiliated organizations and the professional property tax and assessment sector.

As a result of the freeze, only in-year growth/changes are impacting year over year Current Value Assessment (CVA). A comparison of the 2025 and 2026 returned assessment rolls shows a 1.10% increase in the City's overall assessment base. The City continues to be heavily weighted in residential classes, at approximately 81%.

The chart below illustrates the mix of assessments for 2026 by broad tax class.



2026 Tax Policy

Tax policy changes have implications on the final tax bill of each property. Provincial regulations may dictate some of the shifts in taxation. On an annual basis, City staff

review the tax tools available to municipalities to determine their applicability to the City and seek direction from Council.

Below are recent Provincial tax policy changes that were considered in recommendations made for this report:

1. Small Business Tax Class (Optional)

Municipalities continue to have the flexibility to offer property tax reductions to eligible small business properties through adoption of the Small Business Property Subclass.

Staff continued to review the core requirements of the program, listed below, and conduct real-time analysis of the effects of implementing this subclass. A report will be brought forward to Council once the Province implements the Assessment Update.

- The program may only apply to properties in the commercial or industrial property classes
- Large industrial, parking lot and excess / vacant land property classes are excluded
- Must be revenue neutral (no additional taxes)
- Municipalities can specify that the subclass only applies to a portion of the municipality
- Requires an annual By-law
- By-law can stipulate that landlords must pass reduction on to tenants:
 - Public listing of eligible properties is required
 - Discounts can range from 5% to 35%
 - i. The Province will automatically match municipal property tax reductions within any municipality that adopts the subclass.

This approach is consistent with other municipalities in the Province, as of early this year, only two large single tier municipalities have adopted this subclass.

2. Small-Scale On-Farm Business Subclass

On May 3, 2018, the Government of Ontario established two new optional subclasses for small-scale on-farm businesses to promote and support local farms across Ontario. The commercial and industrial subclasses were created to provide a tax rate of 75% lower than the existing commercial and industrial tax rates. The reduced tax rate applies to the first \$50,000 of eligible commercial or industrial assessment. To qualify, the commercial and/or industrial facility must be an extension of the farming operation. In addition, 51% of the facility must be used to sell, process, or manufacture something from a product produced on the farmland. If the commercial and/or industrial operation has an assessed value equal to or greater than \$1M, it is not eligible for the small-scale on-farm business subclass.

In 2022, the Ministry of Finance expanded the existing Small-Scale On-Farm Business. In addition to the first Subclass, a 75% tax rate reduction for the first \$50,000 of eligible commercial or industrial assessment, municipalities are now permitted to adopt a second Subclass, a 75% tax rate reduction for the next \$50,000 in eligible assessments for these same properties.

In Kawartha Lakes, there continues to be no properties eligible for this subclass.

3. Affordable Rental Housing Subclass (New 2026 Option)

A new provincial tool introduced in 2026 allows municipalities to create an optional subclass for existing or new multi-residential properties that meet affordable rent definitions. The intent is to support housing affordability by enabling a municipal tax reduction of up to 35% for eligible properties, while the education portion of taxes remains unchanged. MPAC will identify eligible properties, and adoption of the by-law does not require immediate application for the discount. City staff are reviewing the implications and will be bringing forward a report later this year for Council's review and consideration.

4. New Multi Residential Subclass (2024)

On April 4, 2024, Ontario introduced a new property tax option to encourage the development of purpose-built rental housing as part of its strategy to address the housing crisis. This initiative allows municipalities to create an optional subclass within the multi-residential property class, offering a reduced municipal property tax rate for new multi-residential rental properties.

Key Features

- **Tax Reduction:** Municipalities can offer a tax reduction of up to 35% for qualifying properties. If the new-multi residential class was established, it would shift the burden to others in this multi residential tax class.
- **Eligibility:** Only newly constructed purpose built multi-residential developments qualify, provided building permits are issued on or after a date specified in the municipality's by-law.
- **Duration:** The reduced tax rate applies for 35 years once construction is completed, and the building is ready for occupancy.
- **Implementation:** Municipalities must pass a by-law to adopt the subclass and set the reduction percentage.

This subclass is intended to incentivize investment in rental housing construction, providing long-term stability to developers while addressing housing shortages.

There have been province wide concerns raised by municipal tax collectors regarding the proposed 35-year duration for this new multi-residential subclass, deeming it excessively long.

The City of Kawartha Lakes adopted the residential tax ratio (1.0) for the New Multi-residential class that was introduced in 2017, whereby all new multi-residential construction is taxed at the same rate as a residential property, which already addresses the parity goals of the City.

Furthermore, it was noted that some developers may already incentivize rental housing construction through existing grants provided at the provincial level, local by-laws or Community Improvement Plans.

Given these considerations, there is no need to adopt this additional new multi-residential subclass for the 2026 year.

5. Municipal Vacant Home/Unit Tax (VHT or VUT)

The Municipal Vacant Home/Unit Tax (VHT/VUT) is a taxation tool aimed at addressing housing shortages by encouraging property owners to sell or rent out unoccupied homes.

Before 2024, only the cities of Toronto and Ottawa had the authority to impose a Vacant Home Tax, which was set at 1% of the Current Value Assessment (CVA) of vacant properties.

Effective March 27, 2024, the Ontario government expanded this authority to all single-tier and upper-tier municipalities, introducing a Provincial Policy Framework to guide implementation and ensure consistency. Municipalities now have the flexibility to establish their own tax rates and define exemptions, such as for principal residences, seasonal homes, or properties undergoing significant renovations.

Legislative provision - O. Reg. 143/24: Optional Tax on Vacant Residential Units

It is an additional tax based on property's current assessed value for any self-contained residential unit (suitable for residential habitation) that is vacant for greater than 183 days in previous year.

Any municipality imposing a VHT/VUT must establish processes for appeals and dispute resolution related to the imposition of this tax.

Last year, in Q2, City staff completed a comprehensive review to assess the viability of the VHT/VUT. The review identified challenges related to the availability of reliable, verifiable data needed to ensure fairness and equity in determining property eligibility, as compared to implementing a “self-declaration” model.

Following extensive discussion and careful consideration of these data limitations, as well as the need for any generated revenue to sufficiently offset the administrative costs associated with implementing and managing the program, it is recommended that the VHT/VUT not be pursued for implementation for the 2026 tax year.

6. Education Taxes

Education Property Tax (EPT) helps fund elementary and secondary education systems in Ontario. The Ontario government has announced EPT rates for 2026 will remain unchanged from the previous year as assessments continue to be based on the same valuation date used for 2025.

The City of Kawartha Lakes remits EPT to the following four school boards:

i. Trillium Lakelands District School Board (TLDSB) – English Public

The main public board for the region, which provides public education for elementary and secondary students in the region.

ii. Peterborough Victoria Northumberland and Clarington Catholic District School Board (PVNCCDSB) – English Catholic

Provides Catholic education for elementary and secondary students in the region.

iii. Conseil Scolaire Viamonde - French Public

Provides French-speaking public education for elementary and secondary students in the region.

iv. Conseil Scolaire catholique MonAvenir - French Catholic Serves French-speaking Catholic students.

Provides French-speaking Catholic education for elementary and secondary students in the region.

On March 27, 2026, the Ministry of Finance announced they will be introducing a change to streamline the municipal EPT remittance process.

Beginning in 2028, the government plans to modernize the administration of EPT through legislative changes. These changes will have municipalities remitting EPT directly to the Ministry of Finance rather than to each school board within their jurisdiction.

These legislative changes are in alignment with the 2025 Ontario Economic Outlook and Fiscal Review, as the intention is to simplify the EPT administration and reduce the number of transactions between municipalities and school boards and thereby reduce both the administrative burden and costs for municipalities.

7. Property Tax Assistance Program for Low Income Seniors or Low Income Disabled Persons

Municipalities offer property tax relief programs in addition to the following Provincial programs:

Senior Homeowners' Property Tax Grant:

Program that aids low-to-moderate income seniors with the cost of their property taxes. Applicants can qualify for the grant and receive up to \$500 per annum, depending on their adjusted family income.

Ontario Energy and Property Tax Credit:

Program offered under the Ontario Trillium Benefit that provides a tax-free payment to help with property taxes and sales tax on energy costs.

The City offers a tax rebate to City of Kawartha Lakes property owners who are low income elderly persons, low income persons between the ages of 55 and 64 or low income disabled persons/Ontario Disability Support Program recipients, under Section 319 of the Municipal Act, 2001 and Section 365 of the Municipal Act, 2001, which authorizes a local municipality to pass a by-law to offer such a program.

The purpose of the program is to assist low-income seniors/disabled persons on a fixed income with their annual property tax bill. The City has offered this tax relief program since 2006.

Qualifying property owners can apply annually to the City for the rebate. The deadline to apply is June 30th annually for the preceding tax year. A person is eligible for one of the three program intakes if they or their spouse meets the following requirement(s):

- Be at least 65 years of age as of January 1 of the application year
- Be the assessed owner and occupant of a residential property in the City of Kawartha Lakes for at least one year preceding the application
- Receiving funds under one of the prescribed programs (eg. Canada Pension Plan Disabilities Pension, Ontario Disability Support Program, Guaranteed Income Supplement, etc)
- A person who is 55-64 years of age, as of December 31st and whose combined taxable income as reported on Line 26000 of last year's Income Tax Notice of Assessment is less than \$30,000
- Have paid property taxes in full excluding the applicable rebate

A review of similar tax rebate programs being offered by neighbouring municipalities is provided below:

Municipality	Kawartha Lakes	Peterborough	Twp of Brock	Kingston	Belleville	Oshawa	Whitby
Rebate Amount	\$300	\$414	\$355	\$100	\$1,000	\$535	\$462
Eligibility:							
Low Income Senior aged 65 years or older	√	√	√	√	√	√	√
Low Income Senior aged 55-64	√	√	x	x	x	x	x
Low Income Person with a Disability	√	√	x	x	x	√	√
Combined household income not to exceed	\$30,000	\$30,000	GIS	GIS	GIS	GIS or ODSP	GIS or ODSP

Guaranteed Income Supplement (GIS)	
single, widowed, or divorced	your income is below \$22,488
spouse/common-law combined income	\$29,760 if your spouse/common-law partner receives the full Old Age Security pension
	\$53,952 if your spouse/common-law partner does not receive an Old Age Security pension
	\$41,664 if your spouse/common-law partner receives the Allowance

Ontario Disability Support Program (ODSP)	Have a substantial mental or physical impairment that is continuous or recurrent, and is expected to last one year or more
	The direct and cumulative effect of your impairment results in a substantial restriction in your ability to work, care for yourself, or take part in community life
	Impairment, its likely duration and restrictions have been verified by an approved health care professional

Based on the above, staff recommend updating the “eligible amount” from \$300 to \$350 for 2026.

Associated updates to the By-law to Provide Tax Relief to Certain City of Kawartha Lakes Property Owners Who Are Low Income Elderly Persons, Low Income Persons Between the Ages Of 55 And 64, Low Income Disabled Persons or Ontario Disability Support Program Recipients, are being brought forward to this Council meeting.

Recommendations

Recommendations 1 through 3 noted below are consistent with the prior taxation year.

Optional Property Classes and Subclasses

The Assessment Act provides for the implementation of optional property classes. This allows Council to apply different tax ratios to different property classes within the “main” property classes of commercial and industrial. Optional property classes include:

- Shopping Centre (included in the Commercial Broad Class)
- Parking Lots (included in the Commercial Broad Class)
- Office Building (included in the Commercial Broad Class)
- Professional Sports Facility (no eligible properties)
- Large Industrial (included in the Industrial Broad Class)
- New Multi-Residential (included in the Multi Residential Broad Class)

Different tax ratios may be implemented if optional property classes are adopted. The tax ratios in these situations must fall within the legislated ranges of fairness.

The City of Kawartha Lakes has not adopted optional property classes ensuring that all properties within a defined “broader” property class are taxed at the same level.

Recommendation 1:

That Council does not adopt optional property classes for the 2026 tax year.

Tax Rate Reduction Factors

Subsection 313(1) of the Municipal Act, 2001 provides that tax rates levied for property in the commercial and industrial classes that are not classed as “occupied” be reduced.

Recommendation 2:

The tax rate reduction by-law for 2026 provide for reductions as follows:

Commercial:	0%
Industrial:	0%
First Class Undeveloped Farm Land:	25%

Tax Ratios

Section 308 of the Municipal Act, 2001 requires municipalities to pass a by-law establishing tax ratios for each taxation year. Municipalities could decrease tax ratios, moving the ratios closer to the “range of fairness”.

Property Class	Range		Kawartha Lakes
	Lower Limit	Upper Limit	
Residential	1.00		1.00
Multi-Residential	1.00	1.10	1.956823
New Multi-Residential	1.00	1.10	1.00
Commercial / Office / Shopping Centre	0.60	1.10	1.379305
Industrial / Large Industrial	0.60	1.10	1.346448
Pipeline	0.60	0.70	2.001314
Farm	up to 0.25		0.25
Managed Forests	0.25		0.25

Recommendation 3:

The City of Kawartha Lakes establishes tax ratios as outlined in Appendix A.

Property Tax Assistance Program for Low Income Seniors or Low Income Disabled Persons

Recommendation 4:

That the “Eligible amount” for the Low Income, Senior and Disabled Persons Property Tax relief be \$350.00

Other Alternatives Considered:

N/A

Alignment to Strategic Priorities

This report aligns with the strategic priority of Good Government.

Financial/Operation Impacts:

Financial implications for the municipality with the recommended change to the “Eligible amount” for the Low Income, Senior and Disabled Persons Property Tax relief being updated to \$350.00 is approximately \$14,224.00, based on the 2025 approved applications.

Attachments:

Appendix A – 2026 Tax Ratios



2026 Tax Ratios.docx

Department Head email: sbeukeboom@kawarthalakes.ca

Department Head: Sara Beukeboom, Director, Corporate Services

2026 Tax Ratios

Property Class	Tax Ratio
Residential and Farm	1.000000
New Multi Residential	1.000000
Residential FAD 1	0.250000
Farmland	0.250000
Managed Forest	0.250000
Multi Residential	1.956823
Commercial Occupied	1.379305
Commercial Excess Land	1.379305
Commercial Vacant Land	1.379305
Landfill Occupied	1.353442
Industrial Occupied	1.346448
Industrial Excess Land	1.346448
Industrial Vacant Units	1.346448
Pipelines	2.001314



Council Report

Report Number: **CORP2026-022**

Meeting Date: April 21, 2026

Title: **2025 Financial Year End Position**

Description: To provide 2025 Year End Position to Council and to seek deficit disposition approval

Author and Title: Jessica Hood, Supervisor Budget and Financial Planning

Recommendation(s):

That Report CORP2026-022, **2025 Financial Year End Position**, be received;

That the 2025 Transit Area Rate deficit of \$605,207.32 be levied on the 2026 final tax bills;

That the 2025 Ontario Provincial Police area rate deficit of \$921,295.36 be levied on the 2026 final tax bills; and

That the 2025 General Operating Deficit of \$16,894,051.70 be financed as follows:

Reserve	GL Account	Amount
Asset Management Reserve - Uncommitted	1.32045 A412430	142,000.00
Fleet Reserve - Public Works	1.32070 A331184	95,029.28
Fleet Reserve - Fire	1.32070 A33193	144,670.37
Fleet Reserve Expansionary Capital	1.32070 A415260	250,000.00
Capital Contingency Reserve - Haul Routes	1.32248 A331185	482,298.23
Capital Contingency Reserve - 68 LSN	1.32248 A354025	14,738.00

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Capital Contingency Reserve - Forestry and Trail	1.32248 A408086	352,773.54
Capital Contingency Reserve - Uncommitted	1.32248 A412430	3,825,990.33
Property Development Reserve - Agricultural Land Lease	1.32035 A407713	139,968.21
City Heritage Reserve - Heritage Victoria	1.32275 A408091	8,930.44
City Heritage Reserve - Anne Langton	1.32275 A408092	1,428.69
City Heritage Reserve - Somerville Heritage	1.32275 A409067	8,539.63
Short Term Rental Reserve	1.32282	130,674.00
General Tax Rate Stabilization - Economic Development	1.32285 A331182	247,295.25
General Tax Rate Stabilization - Public Works	1.32285 A331184	2,131,473.12
General Tax Rate Stabilization - Social Services Programs	1.32285 A408080	37,833.45
General Tax Rate Stabilization - Human Services	1.32285 A408081	1,989,197.16
General Tax Rate Stabilization - Uncommitted	1.32285 A412430	4,388,032.65
Special Projects Reserve - Uncommitted	1.32296 A412430	325,773.10
General Contingency Reserve - Planning	1.32090 A331192	176,134.50
General Contingency Reserve - Local Economic Development	1.32090 A410997	136,096.03
General Contingency Reserve - Uncommitted	1.32090 A412430	1,815,576.97
Bobcaygeon H Wilkinson Library	3.24055	1,650.25
Subdivider for Water - Emily	3.2407	13,454.71
Woodville M. Cronin Estate	3.2409	232.04
Grand Island Reserve - Fenelon Township	3.24095	34,261.75

Total Reserve Transfers		\$16,894,051.70
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Background:

The purpose of this 2025 year-end report is to provide the City’s operating results for the year ended December 31, 2025. The Operating Budget is predominantly financed through property tax revenue and user fees (approximately 60 percent), which are used to support City service delivery.

The Operating Budget is segregated into the General and Area Rated Services. Area Rated Services relate to Transit, Kawartha Lakes Police Service (KLPS) and Ontario Provincial Police (OPP).

Water and Wastewater fees collected from residents and businesses support the operation, maintenance and repair of the water and wastewater systems; these financial results are included in the Water & Wastewater Fund.

Kawartha Lakes Haliburton Housing Corporation is also included in this surplus disposition report.

Throughout 2025, the Canadian economy experienced inflation, with a mid-year rate of 1.7 percent. By year end, inflation rose to 2.5 percent, (representing a 0.6 percent point increase compared to December 2024 of 1.8 percent).

The Bank of Canada held its policy interest rate during 2025 at 2.25%, as part of ongoing efforts to maintain price stability and keep inflation close to the 2 percent target.

The City’s 2025 year-end deficit of \$18.4 Million represents approximately seven percent on the gross 2025 budget of approximately \$271 Million. This report explains the variances and pressures on the 2025 year, which was impacted by unforeseen extreme weather events, the rise in inflation, and the global economy.

At the regular Council meeting of March 24, 2026, Council approved the following policy regarding annual surplus deficit dispositions:

CW2026-036

That Report CORP2026-001, **Budget and Surplus/Deficit Disposition Policy**, be received;

That Council Policies CP2021-014 – Budget Policy, CP2023-003 – Capital and Special Projects Policy, and CP2024-009 – Operating Surplus Disposition Policy be rescinded;

That the Budget and Surplus/Deficit Disposition Policy as outlined in Appendix A to report CORP2026-001 be adopted, numbered and inserted into the Corporate Policy Manual.

That any future operating surpluses for the Kawartha Lakes Haliburton Housing Corporation be administered as per section 3.12 of the Budget and Surplus/Deficit Disposition Policy; and

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

At the Audit Committee meeting held on March 30, 2026 staff reported the 2025 budget pressures and the deficit strategy. Direction was provided by the Committee for staff to report to Council at the Committee of the Whole on April 7, 2026.

At the April 7, 2026 Committee of the Whole meeting, Council was presented with the 2025 financial results and pressures. A copy of this presentation is attached to this report as Appendix E.

Included in that April 7, 2026, presentation was a table summing the 2025 Financial Pressures:

2025 Pressures	Amount (in Millions)
Ice Storm	\$2.2
Roads Operations – Winter Control netted with Summer surplus activity	\$5.5
Interest Income shortfall	\$1.1
Forest Fires and other fire pressures	\$2.0
Shortfall in Supplemental taxes – market and tariffs	\$1.1
CUPE market adjustment accrual	\$3.5
Contracted snow plowing – parking lots	\$1.4
Area Rate Deficits:	
Transit	\$0.6
OPP	\$0.9
2025 preliminary deficit – March 30, 2026	\$18.3

This report seeks Council approval of the staff recommended 2025 deficit financing in accordance with City policy and further explains the 2025 Budget to Actual variances.

Rationale:

Annually, the budget process produces an operating budget that provides residents and businesses with quality levels of service through the effective and efficient use of resources. The budget is a static plan and over the course of the year, circumstances arise that amend the expected course of action thereby creating budget variances.

The City’s year end position is allocated between the General and Area Rated Taxation components:

Taxation type	Amount
General	\$16,894,052
Area Rated	\$1,554,864
Total 2025 Unaudited Deficit	\$18,448,916

General Rated Tax Deficit

The City incurred a gross General Rate Deficit of \$17,306,322 in 2025.

This was reduced by the following transfers to/(from) reserves according to CORP2026-001 Operating Surplus Disposition Policy.

Transfer to Reserve	Policy Section	Amount
Building Code Act	3.1	(\$614,342)
Fleet Reserve - Paramedics		\$23,332
Fenelon Falls Powerlink Reserve	3.6	\$159,864
Norland Dam Reserve	3.7	\$9,501
Public Art	3.10	\$9,375
Total policy directed transfers		(\$412,270)

After these policy-directed reserve transfers, the 2025 net general tax deficit remaining is \$16,894,052. Staff recommend financing this deficit from reserves after thorough evaluation of available funding sources. These reserve recommendations are included on the first and second pages of this report, and in Appendix D.

Please see Appendix A for a summary of the 2025 budget vs actual variance.

Corporate Items (\$3.7M deficit)

Supplemental Taxes

Supplemental tax revenue was included in the 2025 budget to reflect growth as per the Growth Management Strategy. However, due to prevailing economic conditions, the City did not realize the anticipated level of Municipal Property Assessment growth, resulting in a \$1.1 Million shortfall in supplemental tax revenue for 2025.

Investment Income

In 2025, the City experienced a significant weather event resulting from the March Ice Storm. The storm caused extensive damage and led to substantial cleanup costs that utilized the City's cash flow of approximately \$28 Million. The City has also interim cash flowed some major projects, such as, the Summit Wellness Centre of approximately \$16.5 Million.

Consequently, this resulted in an approximate loss of \$1.1 Million in investment income.

To note, in 2026, although the Provincial government is providing considerable financial support for the ice storm, the City has received approximately \$9 Million to the time of writing this report, with the remaining \$16.6 Million yet to be received from the total grant confirmed of \$25.6 Million.

Ice Storm

In response to the 2025 Ice Storm, the City incurred significant costs related to cleanup and recovery efforts, totaling over \$28 Million. Through the Municipal Ice Storm Assistance (MISA) program, the City received \$25.6 Million in provincial funding, resulting in a net cost of \$2,207,543 to be borne by the municipality.

General

Wages

The City incurred additional wage-related costs due to unforeseen events throughout 2025. Overall, the City's wages were approximately \$5.6 Million overbudget.

These wage-related overruns are reflected in the variance analyses of the individual departments outlined below.

Of the total wage-related deficit, \$3.5 Million is attributable to the City's commitment to conduct a market review and compensation adjustment for CUPE 855. The City had set aside just over \$750,000 in a reserve to offset this increase and it has been applied in this year end, for a net impact of approximately \$2.75M. This market evaluation is expected to be complete by mid-2026.

The remaining wage-related deficit is a result of increased overtime costs primarily in Public Works and Fire Services to the amount of \$800K. These increases were primarily related to winter storm response and the August 2025 Forest fire response.

Beyond market rate adjustments and overtime, the salary-related deficit is approximately \$2.1 Million. No single department is responsible for the wage overrun; rather, all departments experienced wage-related pressures. These impacts were driven by a combination of factors including:

- employee backfill requirements,
- positions added during the year (post budget adoption), and
- the need to address anomalies in the original budget assumptions

Contracted Snowplowing

With an increase in weather events combined with an unforeseen increase in contract pricing, this increased the cost of contracted snowplowing services throughout the year. The City utilizes contractors to provide winter maintenance for parking lots and walkways at various facilities. As a result, the deficit related to contracted snowplowing in 2025 was \$1.8 Million. This accounts for a component of the deficit in both Community Services and the Fire departments.

Corporate Services (\$1.6 Million deficit)

In 2025, cell phone charges were centralized under Information Technology (IT) rather than being allocated across the operating segments that utilize these services. As a result of this modernization initiative, the IT budget absorbed an additional approximate \$250,000 in unbudgeted costs. This improves monitoring of devices and allows for efficiencies in plan pricing of cell phones. Several factors contributed to increased costs across Corporate Services in 2025, including:

- Additional labour costs associated with staff working directly on the CUPE 855 market adjustment project and for modernization initiatives to inform business efficiencies
- WSIB costs were overbudget in People's Services by \$200,000. However corporately, the overall net decrease was \$114,000 as other operating segments experienced WSIB related surpluses
- Increase in costs that are difficult to predict at budget preparation time such as retiree benefits. This represented a \$150,000 increase to that of the budget.
- Multiple postal disruptions that required Corporate Services to pivot the delivery of tax billings to residents, leading to additional costs
- Increased cyber security IT contracted costs

Public Works

Winter Control

Throughout 2025, the City experienced significant winter events compared to prior years. Increased weather events, coupled with a salt shortage that drove up prices, resulted in a Roads Operations deficit of \$5.5 Million.

To mitigate winter control cost fluctuations, the City has an established reserve of \$2.1 Million as of December 31, 2025. To offset the Roads Operations deficit, the reserve will be fully utilized. Moving forward, the City will prioritize rebuilding the general tax stabilization reserve, to provide for financial stability regarding weather event fluctuations can have on operations.

Fleet (\$1.1 Million deficit)

As a result of challenges filling staffing positions throughout the year, the Fleet division incurred increased contracted service costs to ensure vehicles were properly maintained.

Forest Fires

During the summer months of 2025, the City responded to two significant forest fire events. These events resulted in unforeseen costs of approximately \$700,000, predominantly driven by volunteer firefighter wages, cost-recovery for support provided by the Ministry of Natural Resources, and equipment repairs and maintenance.

Area Rated Deficit

Table A:

Area Rate	Initial Surplus (Deficit)	Transfer (to) from Reserve	Remaining Operating Surplus (Deficit)
Ontario Provincial Police (OPP)	(\$942,750)	\$0	(\$942,750)
Kawartha Lakes Police (KLPS)	\$124,435	(\$124,435)	\$0
Transit	(\$636,212)	\$24,098	(\$612,114)
Total	(\$1,454,527)	(\$100,337)	(\$1,554,864)

The calculation of Area Rate surplus/(deficit) includes the tax levy raised, as well as Supplementary taxes and write offs incurred in year.

The Ontario Provincial Police provide the City with an annual billing statement that reflects the budget for the upcoming year and includes a reconciliation of costs from the prior year. The statement received in late 2025 included both the 2026 budget year and the 2024 reconciliation adjustment of \$776,719, which contributed to the overall deficit in this area for the year ended 2025.

The primary driver of the 2025 Transit deficit was increased wage (\$179,000) and equipment costs (\$200,000) associated with expanded service routes, with revenue not increasing proportionately. For 2026, the Transit budget has been right sized to reflect these service level changes.

As of December 31, 2025, the Area Rated Reserve balances are as follows:

- OPP \$503,629
- KLPS \$281,298
- Transit \$ 0

While the OPP Area Rate Reserve maintains a year-end balance, staff recommend preserving this balance and funding the deficit through a Special Area Levy. In recent years, OPP costs have been increasing and are anticipated to continue.

The City's calculated billing for 2026 indicated a 26% increase over 2025; however, the Province has capped the allowable increase at 11%. As a result, the City is expected to continue experiencing OPP-related financial pressures until the cap is lifted, reinforcing the rationale for preserving the reserve balance.

Water and Wastewater Surplus

The Water Wastewater (WWW) Operations had a surplus of \$528,754 in 2025. In accordance with CORP2026-001, this surplus was transferred to the Water and Sewer Rate Stabilization Reserve, resulting in a year-end balance of \$1,411,704 following the 2025 adjustment.

The surplus position is attributed to the following key factors:

- Water and Sewer user fee revenue exceeded budget by approximately \$648,000, reflecting higher consumption levels and/or new system connections in 2025
- Revenue surplus of \$489,000 was generated from the newly implemented Extra Strength Surcharge
- Contracted services along with salaries, wages and benefits, and debt principal and interest expenses, were collectively approximately \$608,000 over budget.
- All other expenditures were in line with budget expectations.

The WWW financial summary is included in Appendix B.

Kawartha Lakes Haliburton Housing Corporation (KLHHC)

KLHHC ended the 2025 year with a surplus of \$609,775. This was primarily the result of the delay in the Hamilton Street debenture until December 2025 due to the capital building project not being formally closed by the KLHHC Board until the summer of 2025. Late expenses were still occurring after the official completion date in 2024. The 2025 budget included estimates for this debenture occurring at the beginning of 2025 and this delay in debenture proceeds resulted in savings in debenture principal and interest payments of \$330,000.

In 2025 the Hamilton Street building was fully occupied, and Murray Street was nearing completion in Quarter three. Overall, the rental revenue earned on KLHHC building stock was over-achieved by approximately \$250,000.

In 2025 the City of Kawartha Lakes (City) initiated a reserve strategy that includes a corporate wide lens and the setting of optimum reserve balances. In 2001 Council approved KLHHC maintaining the annual operating surplus in a KLHHC reserve, with the understanding that deficits would be funded by this reserve as well.

As per the current reserve strategy, the optimum balance of the KLHHC Operating Surplus Reserve has been calculated to be \$441,000. The current balance in this reserve is \$479,531 on December 31, 2025, which exceeds the optimum balance. Therefore, staff recommend that the KLHHC Operating Surplus be returned to the City (\$371,467) and to the County of Haliburton (\$238,308). This change in City Policy will be provided to the KLHHC Board in May 2026 for information.

The City and County of Haliburton will support the KLHHC Operating Surplus reserve in the event the balance falls below the optimum level. This methodology was approved in the City's Budget and Disposition Policy (CORP2026-001). The resolution approved by Council included the following wording:

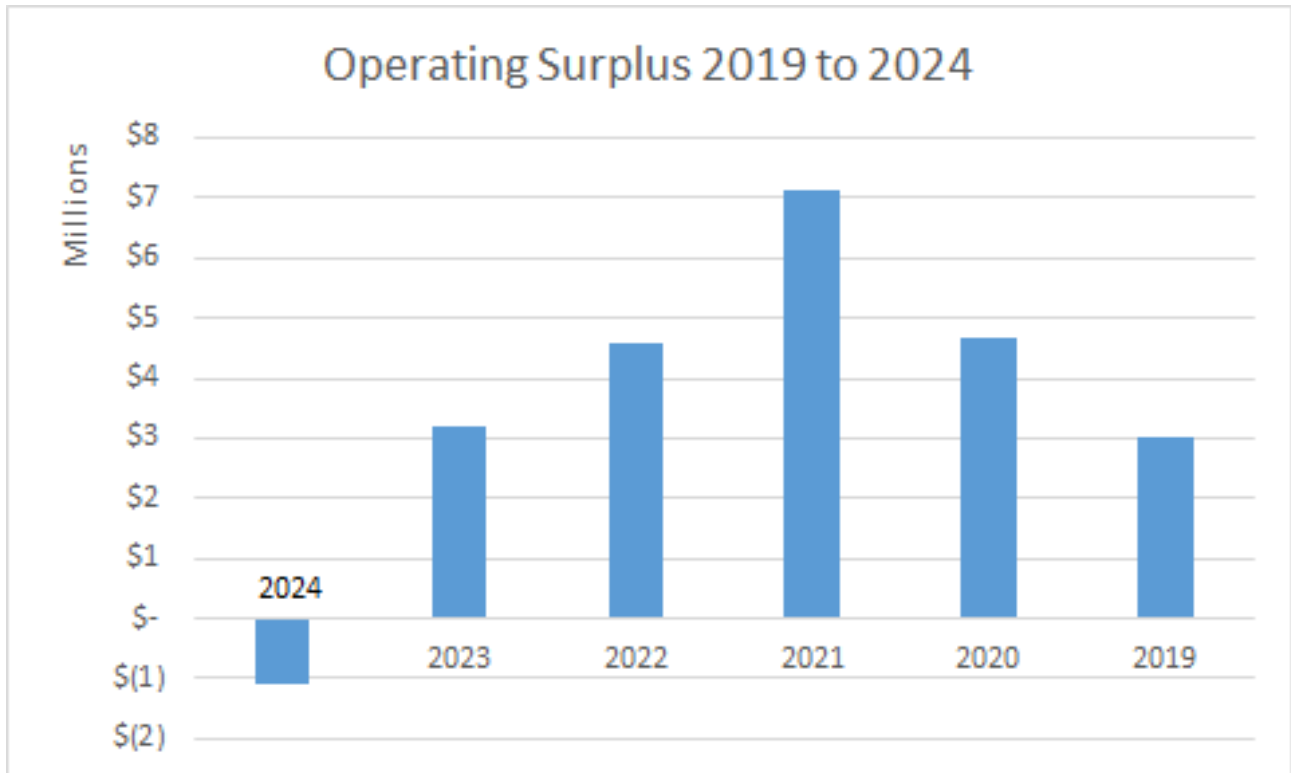
That any future operating surpluses for the Kawartha Lakes Haliburton Housing Corporation be administered as per section 3.12 of the Budget and Surplus/Deficit Disposition Policy.

Section 3.12 of the approved Budget and Surplus/Deficit Disposition Policy states that "any residual net surplus (deficit) remaining after the application of 3.3 through 3.12 shall be transferred to (from) the General Tax Stabilization Reserve. This means that

any portion of KLHHC surplus related to the City’s portion will be transferred to the General Tax Stabilization Reserve and not the KLH HC Operating Surplus Reserve.

City Council as Shareholder, will receive KLHHC’s 2025 year-end audited statements at their annual general meeting.

Table B – Operating Surplus graph 2019 to 2024



Other Alternatives Considered:

The March 2026 Council updated Budget and Surplus Deficit Disposition Policy standardized the allocation of surplus funds to the Tax Stabilization Reserve to aid in counterbalancing deficits in future years. However, due to the deficit incurred by the City in 2025, the balance in the Tax Stabilization Reserve is insufficient to fully fund the shortfall.

As a result, a comprehensive review of City reserves was undertaken. The recommended approach considers both the consolidation of legacy reserves and the development of a more strategic, city-wide reserve framework.

An alternative to the proposed reserve utilization, Council could direct staff to include the 2025 deficit in the 2026 final tax levy. This alternative is not recommended, raising an additional \$16,894,051.70 of taxes would equate to an approximate 11%.

Under the Municipal Act, municipalities are not permitted to operate with a deficit.

Alignment to Strategic Priorities

The 2025 Financial Year End Position Report supports the strategic goal of Good Government. This report details the effective use of financial resources by departments working within budget constraints.

Financial/Operation Impacts:

The General Tax deficit of \$16,894,052 is recommended to be financed by reserves, as outlined in Appendix D.

The City has prioritized building reserve balances to provide adaptability and flexibility in years of financial pressures, such as those experienced in 2025. It should be noted that the City's reserves are healthy and well managed. The value of reserves, after disposing of the 2025 deficit is \$30 Million. This does not include the obligatory fund reserves which have legislated requirements around use such as Development Charges, Legacy CHEST and the Canada Community-Building Fund (CCBF and former Infrastructure Gas Tax), Transit Gas Tax and the Parkland in Lieu Reserve Funds. The balance at the end of the year for these obligatory reserve funds is \$20 Million.

In Quarter two of 2026, Council will receive an update to the City's Long Term Financial Plan that will include a reserve strategy to continue building reserves, with emphasis on the Tax Stabilization and Environmental Disaster Recovery Reserve to ensure we can respond effectively to increasingly unpredictable and severe weather events while minimizing service disruptions and financial strain.

The surplus in Water and Wastewater has been transferred to the Water and Wastewater User Rate Stabilization reserve, in accordance with Budget and Surplus/Deficit Disposition Policy Section 3.15. The remaining balance in the Water and Wastewater User Rate Stabilization reserve after this funding adjustment is \$1,411,704

The KLHHC 2025 surplus will be refunded to the City (\$371,467) and the County of Haliburton (\$238,308). The remaining balance in the KLHHC Operating Surplus Reserve is \$479,531.

Consultations:

Senior Management Team

Treasurer

Attachments:

Appendix A – Operating Summary



2025 Operating
Summary

Appendix B – Water and Wastewater summary



2025 WWW
Summary

Appendix C – Kawartha Lakes Haliburton Housing Corporation



2025 KLHHC
Summary

Appendix D – 2025 Reserve Usage to Fund Deficit



2025 Deficit
Funding

Appendix E – April 7 Committee of the Whole Presentation



April 7 COW
Presentation

Department Head email: sbeukeboom@kawarthalakes.ca

Department Head: Sara Beukeboom

Revenue

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Tax Revenues				
Taxation	(157,988,433)	(158,625,492)	100%	(171,585,874)
School Board Taxation	(26,289,896)	(26,905,000)	98%	(26,905,000)
School Board Payments	26,289,896	26,905,000	98%	26,905,000
Total - Tax Revenues	(157,988,433)	(158,625,492)	100%	(171,585,874)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Grants				
Federal Grants	(735,421)	(415,290)	177%	(519,085)
Provincial Grants	(101,533,312)	(77,252,874)	131%	(81,281,174)
Recovery-Other Municipalities	(2,311,401)	(2,664,286)	87%	(3,309,222)
Total - Grants	(104,580,133)	(80,332,450)	130%	(85,109,481)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Other Revenues				
Interest Income	(1,461,996)	(3,100,000)	47%	(3,400,000)
Penalties & Interest on Taxes	(1,983,186)	(1,700,000)	117%	(1,700,000)
Restricted Amounts Earned	(3,466,723)	(2,083,797)	166%	(4,741,535)
Donations & Other Revenue	(1,043,467)	(736,537)	142%	(455,385)
Total - Other Revenues	(7,955,371)	(7,620,334)	104%	(10,296,920)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
User Fees, Licenses and Fines				
Admission/Tickets/Fares	(199,194)	(209,750)	95%	(264,200)
Registration Fees	(1,597,361)	(1,312,000)	122%	(1,476,100)
Service Fees	(1,611,787)	(2,069,374)	78%	(1,877,675)
Finance Services	(457,160)	(501,000)	91%	(580,000)
Police Services Fees	(65,749)	(40,050)	164%	(55,330)
Parks & Rec Rental Fees	(3,127,202)	(2,854,450)	110%	(3,122,300)
Facilities Rental & Leases	(977,831)	(908,589)	108%	(958,289)
Manor Residents Revenue	(4,003,403)	(4,394,607)	91%	(4,495,773)
Waste Management User Fees	(3,427,660)	(3,392,000)	101%	(3,902,029)
Water User Fees	(132,970)	(180,000)	74%	(262,500)
Licenses	(672,315)	(613,500)	110%	(846,000)
Permits	(2,835,277)	(3,272,100)	87%	(3,285,100)
Fines	(96,012)	(78,800)	122%	(79,200)
POA Fines	(1,607,325)	(1,760,000)	91%	(1,900,000)
Sales	(731,523)	(768,000)	95%	(1,669,875)
Waste Management Sales	(93,841)	(123,700)	76%	(106,800)
Cemetery Sales	(188,649)	(190,600)	99%	(198,900)
Advertising Sales	(42,569)	(28,475)	149%	(37,900)
Other Recoveries	(1,527,473)	(1,239,368)	123%	(1,390,108)
Total - User Fees, Licenses and Fines	(23,395,302)	(23,936,363)	98%	(26,508,079)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Prior Years (Surplus) Deficit	1,139,474	-		-
Total Revenue	(292,779,765)	(270,514,639)	108%	(293,500,354)

Expenses

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Salaries, Wages and Benefits	90,900,301	84,212,735	108%	96,225,732
Employer Paid Benefits	25,276,264	25,553,305	99%	29,309,539
Total - Salaries, Wages and Benefits	116,176,565	109,766,040	106%	125,535,271

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Materials, Training, Services	1,127,131	1,292,077	87%	1,477,756
Staff/Board Training & Expense	264,013	293,750	90%	220,000
Corporate Training	53,265	63,100	84%	63,100
Council Expenses	1,004,396	1,057,400	95%	1,192,744
Telephone & Office Services	1,229,965	974,616	126%	1,178,139
Postage, Printing, Office Supp	2,175,942	2,666,175	82%	2,816,953
Operating Materials & Supplies	629,985	554,281	114%	556,895
Advertising and Promotion	4,379,349	4,198,111	104%	4,297,410
Utilities & Fuels	2,924,390	3,053,685	96%	2,387,724
Vehicle & Equipment Fuel	8,344,119	5,663,631	147%	5,429,125
Material & Equipment Charges	815,395	596,477	137%	829,438
Protection Materials	305,475	323,274	94%	613,241
Capital Out of Operations	23,253,426	20,736,577	112%	21,062,525

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Contracted Services	9,086,747	5,035,876	180%	6,791,389
Professional Fees	3,155,841	3,687,816	86%	3,924,950
Technology Contracted Serv	42,897,355	12,397,197	346%	13,376,264
General Contracted Services	842,471	1,051,825	80%	835,674
Equipment Maintenance	1,830,229	2,048,960	89%	2,449,345
PW Contracted Services	4,668,927	4,680,838	100%	4,972,017
Environmental Contract Serv	172,496	143,375	120%	153,525
Protection Contracted Serv	359,073	375,375	96%	505,375
Community Services Contract	1,314,165	1,435,309	92%	1,396,797
Building Maintenance	3,304,435	1,459,247	226%	1,904,743
Grounds Maintenance	15,774	12,000	131%	12,000
Cemetery Grounds Contracted	67,647,513	32,327,818	209%	36,322,079

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Rents and Insurance				
Land And Building Rental	1,062,084	1,063,334	100%	1,072,151
Equipment Rental	112,078	109,905	102%	112,053
Insurance	3,455,265	3,212,000	108%	3,259,500
Total - Rents and Insurance	4,629,427	4,385,239	106%	4,443,704

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Interest on Long Term Debt				
Debenture Interest	1,972,838	1,825,969	108%	2,057,432
Total - Interest on Long Term Debt	1,972,838	1,825,969	108%	2,057,432

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Debt, Lease and Financial				
Debenture Principal	8,156,228	7,728,915	106%	7,701,961
Financial Charges	462,069	267,416	173%	293,840
Tax Adjustments	1,027,637	802,766	128%	643,000
Amortization Expenses	0	0	0%	0
Total - Debt, Lease and Financial	9,645,934	8,799,097	110%	8,638,801

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Transfer to External Clients				
Transfer to OPP	9,153,716	8,202,445	112%	8,520,661
Transfer to Health Unit	2,542,753	2,518,304	101%	2,669,891
Transfer to Agencies	1,807,463	1,923,523	94%	1,870,836
Trnsfr to/on behalf of Clients	18,193,410	18,769,320	97%	21,625,785
Transfer to Landlords	1,164,289	1,384,422	84%	1,636,417
Transfer to External Organizat	19,663,300	22,703,998	87%	22,297,301
Transfer to Other Boards	69,960	71,500	98%	51,500
Donation to Community Gro	734,000	514,000	143%	672,750
Transfer-Conservation Authorit	1,655,601	1,655,724	100%	1,774,821
Transfer to Prov-Victim Surcha	241,391	192,000	126%	200,000
Transfer to Prov-Dedicated Fin	38,779	55,000	71%	55,000
Transfer to Other Municipaliti	9,478	150,000	6%	125,000
Local Service Agreement Transf	27,184	20,000	136%	15,000
BIA Expenses	248,119	248,119	100%	267,488
Livestock Evaluation Claims	125,676	60,000	209%	92,000
MPAC Fees	1,388,786	1,412,190	98%	1,454,556
Total - Transfer to External Clients	57,063,904	59,880,545	95%	63,329,006

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Budget Efficiency				
Budget Efficiency	-	-	0%	(7,579,129)
Total - Budget Efficiency	-	-	0%	(7,579,129)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Interfunctional Adjustments				
Own Fund Transfers	1,200,712	1,773,712	68%	1,392,162
Interdepartmental Charges	(1,464,949)	(1,169,870)	125%	(1,223,853)
Fleet Internal Operating Charg	(719,725)	(839,300)	86%	(596,513)
Transfer to KLH	2,902,538	3,512,313	83%	4,409,133
Municipal Taxes	247,568	255,965	97%	260,804
Total - Interfunctional Adjustments	2,166,144	3,532,820	61%	4,241,733

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Transfers to Reserves				
Transfer to Reserve and Oblig	29,258,910	29,135,154	100%	35,675,719
Trnsf to Obligatory Fund	(614,342)	125,380	-490%	(226,787)
Total - Transfers to Reserves	28,644,568	29,260,534	98%	35,448,932

Total Expenses **311,200,319** **270,514,639** **115%** **293,500,354**

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Total - Operating	18,420,554	-	0%	-

Revenue

Tax Revenues	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Amounts Added to Tax Bill	(260,000)	(170,718)	66%	(248,500)
Total - Tax Revenues	(260,000)	(170,718)	66%	(248,500)

Other Revenues	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Restricted Amounts Earned	(1,461,144)	(1,461,388)	100%	(1,434,059)
Donations & Other Revenue	(200,000)	(688,806)	344%	(400,000)
Total - Other Revenues	(1,661,144)	(2,150,194)	129%	(1,834,059)

User Fees, Licenses and Fines	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Service Fees	-	(1,553)	0%	(750)
Facilities Rental & Leases	(19,200)	(9,867)	51%	(9,200)
Water User Fees	(15,548,502)	(15,807,104)	102%	(16,704,310)
Sewer User Fees	(9,761,712)	(10,120,497)	104%	(10,702,622)
Fines	(180,000)	(189,194)	105%	(165,000)
Other Recoveries	(14,000)	(42,986)	307%	(13,000)
Total User Fees, Licenses and Fines	(25,523,414)	(26,171,201)	103%	(27,594,882)

Total Revenue (27,444,558) (28,492,113) 104% (29,677,441)

Expenses

Salaries, Wages and Benefits	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Salaries and Wages	2,046,079	2,043,550	100%	2,243,789
Employer Paid Benefits	475,957	516,244	108%	510,005
Total - Salaries, Wages and Benefits	2,522,036	2,559,794	101%	2,753,794

Materials, Training, Services	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Staff/Board Training & Expense	57,000	36,617	64%	43,100
Telephone & Office Services	48,500	40,754	84%	39,425
Postage, Printing, Office Supp	11,000	42,992	391%	4,500
Operating Materials & Supplies	893,350	808,252	90%	847,350
Advertising and Promotion	1,000	-	0%	-
Utilities & Fuels	404,150	365,692	90%	383,850
Material & Equipment Charges	109,300	176,642	162%	118,450
Total - Materials, Training, Services	1,524,300	1,470,949	96%	1,436,675

Contracted Services	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Professional Fees	872,400	766,183	88%	981,900
Technology Contracted Serv	5,400	72,582	1344%	99,300
General Contracted Services	1,167,300	1,318,665	113%	954,500
Environmental Contract Serv	8,013,900	8,033,143	100%	9,130,770
Building Maintenance	31,000	32,060	103%	36,500
Grounds Maintenance	116,650	134,622	115%	107,950
Total - Contracted Services	10,206,650	10,357,254	101%	11,310,920

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Interest on Long Term Debt				
Debenture Interest	1,927,663	1,964,451	102%	1,747,328
Total - Interest on Long Term Debt	1,927,663	1,964,451	102%	1,747,328
Debt, Lease and Financial				
Debenture Principal	4,834,083	4,964,826	103%	4,885,744
Financial Charges	-	1,941	0%	-
Tax Adjustments	4,000	5,377	134%	5,000
Total - Debt, Lease and Financial	4,838,083	4,972,145	103%	4,890,744
Interfunctional Adjustments				
Interdepartmental Charges	1,010,809	1,209,091	120%	1,041,103
Fleet Internal Operating Charg	129,820	129,165	99%	129,714
Municipal Taxes	155,650	170,963	110%	159,480
Total - Interfunctional Adjustments	1,296,279	1,509,219	116%	1,330,297
Transfers to Reserves				
Transfer to Reserve and Oblig	5,129,547	5,658,301	110%	6,207,683
Total - Transfers to Reserves	5,129,547	5,658,301	110%	6,207,683
Total Expenses	27,444,558	28,492,113	104%	29,677,441
Total - Water Wastewater				
	0	0	0%	0

Revenue

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Grants				
Federal Grants	(120,443)	(120,443)	100%	(37,172)
Total - Grants	(120,443)	(120,443)	100%	(37,172)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Other Revenues				
Interest Income	(106,502)	(261,723)	246%	(81,250)
Donations & Other Revenue	(101,750)	(138,807)	136%	-
Total - Other Revenues	(208,252)	(400,530)	192%	(81,250)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
User Fees, Licenses and Fines				
Housing Revenue	(5,850,001)	(6,294,595)	108%	(6,464,378)
Sales	-	-	0%	-
Total - User Fees, Licenses and Fines	(5,850,001)	(6,294,595)	108%	(6,464,378)

Total Revenue (6,178,696) (6,815,569) 108% (6,582,800)

Expenses

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Salaries, Wages and Benefits				
Salaries and Wages	1,893,124	2,108,974	111%	2,463,046
Employer Paid Benefits	639,761	637,492	100%	783,720
Total - Salaries, Wages and Benefits	2,532,885	2,746,466	108%	3,246,766

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Materials, Training, Services				
Staff/Board Training & Expense	47,539	39,023	82%	38,700
Telephone & Office Services	45,600	9,844	22%	3,000
Postage, Printing, Office Supp	200	15,810	7905%	200
Operating Materials & Supplies	47,000	36,965	79%	42,140
Utilities & Fuels	1,965,500	1,879,443	96%	2,149,855
Vehicle & Equipment Fuel	70,000	39,811	57%	46,000
Material & Equipment Charges	10,000	13,204	132%	10,000
Capital Out of Operations	2,000	-	0%	2,000
Total - Materials, Training, Services	2,187,839	2,034,100	93%	2,291,895

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Contracted Services				
Professional Fees	391,194	404,601	103%	321,724
General Contracted Services	30,000	165,177	551%	102,745
PW Contracted Services	7,000	969	14%	7,170
Environmental Contract Serv	242,050	184,719	76%	236,700
Building Maintenance	534,340	521,915	98%	522,950
Grounds Maintenance	133,430	97,747	73%	129,700
Total - Contracted Services	1,338,014	1,375,127	103%	1,320,989

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Rents and Insurance				
Insurance	397,750	394,949	99%	400,000
Total - Rents and Insurance	397,750	394,949	99%	400,000

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Interest on Long Term Debt				
Debenture Interest	24,467	23,038	94%	848,490
Total - Interest on Long Term Debt	24,467	23,038	94%	848,490

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Debt, Lease and Financial				
Debenture Principal	406,493	406,494	100%	1,061,928
Financial Charges	130,000	251,340	193%	200,400
Total - Debt, Lease and Financial	536,493	657,834	123%	1,262,328

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Interfunctional Adjustments				
Own Fund Transfers	-	135,221	0%	-
Interdepartmental Charges	122,748	138,995	113%	-
Fleet Internal Operating Charg	1,009,480	679,876	67%	9,801
Transfer to KLH	(3,512,313)	(2,902,538)	83%	(4,409,133)
Municipal Taxes	1,456,279	1,429,269	98%	1,546,414
Total - Interfunctional Adjustments	(923,806)	(519,177)	56%	(2,852,918)

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Transfers to Reserves				
Transfer to Reserve and Oblig	85,054	103,231	121%	65,250
Total - Transfers to Reserves	85,054	103,231	121%	65,250

Total Expenses **6,178,696** **6,815,569** **67%** **6,582,800**

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Transfers to Reserves				
	-	-		-

	Actuals 2025 (unaudited)	Budget 2025	% Budget Spent	Budget 2026
Transfers to KLHHC				
Operating	(931,571)	(693,263)	74%	(1,191,649)
Capital	1,200,712	1,200,712	100%	1,200,712
Haliburton Funding	3,512,313	2,902,538	83%	4,409,133
Total - Transfers to KLHHC	3,781,454	3,409,987	90%	4,418,196

Infrastructure Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32030 - Sewer Infrastructure Reserve	3,869,825	-	3,869,825
32045 - Asset Management Reserve			
00331187 - Reserves-Victoria Manor	240,400	-	240,400
00412430 - Uncommitted Amounts	142,000	(142,000.0)	-
32050 - Water Infrastructure Reserve	7,577,120		7,577,120
00408827 - Reserves-Housing	1,500,000	-	1,500,000
32070 - Fleet Reserve			
00331184 - Reserves-Public Works	95,029	(95,029.3)	-
00331193 - Reserves-Fire	244,670	(144,670.4)	100,000
00343529 - Reserves-Paramedic	90,952	-	90,952
00415260 - Expansionary Capital	500,000	(250,000.0)	250,000
32248 - Capital Contingency Reserve			
00102808 - Aggregate Pits & Quarry Royalties (Gravel)	49,876	-	49,876
00331184 - Reserves-Public Works	60,709	-	60,709
00331185 - Reserves-Haul Routes (Agg Resources)	582,298	(482,298.2)	100,000
00354025 - 68 LSN	14,738	(14,738.0)	-
00408086 - Forestry and Trail	352,774	(352,773.5)	-
00412430 - Uncommitted Amounts	4,888,733	(3,825,990.3)	1,062,743
Total Infrastructure Reserves	20,209,125	(5,307,499.8)	14,901,625

Stabilization Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32035 - Property Development Reserve			
00407713 - Agricultural Land Leases	139,968	(139,968.2)	-
00412430 - Uncommitted Amounts	751,138	-	751,138
32255 - Election Reserve	271,605		271,605
32265 - Area Rate Stabilization Reserv			
00331032 - OPP Area Levy	503,629	-	503,629
00331033 - KL Police Area Levy	156,862	-	156,862
32267 - Water & Sewer User Rate Reserv	1,229,604		1,229,604
32275 - City Heritage Reserve			
00408091 - Heritage Victoria	8,930	(8,930.4)	-
00408092 - Anne Langton	1,429	(1,428.7)	-
00408093 - Public Art	71,204	-	71,204
00409067 - Somerville Heritage	8,540	(8,539.6)	-
32277 - Environmental Disaster Recover	200,000	-	200,000
32278 - Primary Care Recruitment & Ren	475,000	-	475,000
32282 - Short Term Rental Reserve	230,674	(130,674.0)	100,000
32285 - General Tax Rate Stabilization			-
00331182 - Reserves-Economic Development	347,295	(247,295.3)	100,000
00331184 - Reserves-Public Works	2,131,473	(2,131,473.1)	-
00408080 - Social Services Programs	37,833	(37,833.5)	-
00408081 - Human Services	2,339,197	(1,989,197.2)	350,000
00412430 - Uncommitted Amounts	4,888,033	(4,388,032.7)	500,000
32296 - Special Projects Reserve			
00412430 - Uncommitted Amounts	825,773	(325,773.1)	500,000
00423586 - Library - Reserves	300,187	-	300,187
Total Stabilization Reserves	14,918,375	(9,409,145.7)	5,509,229

General Contingency Reserve	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32090 - General Contingency Reserve			
00331191 - Reserves-Insurance	3,274,079	-	3,274,079
00331192 - Reserves-Planning	176,135	(176,134.5)	-
00407709 - CFDC Loan Program	80,000	-	80,000
00407710 - WSIB Contingency	900,000	-	900,000
00407712 - Cultural Grant Program	200,000	-	200,000
00410997 - Local Economic Development (2025)	136,096	(136,096.0)	-
00412430 - Uncommitted Amounts	2,315,577	(1,815,577.0)	500,000
Total General Contingency Reserves	7,081,887	(2,127,807.5)	4,954,079

Obligatory Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
24055 - Bobcaygeon H Wilkinson Library	1,650	(1,650.3)	-
24070 - Subdivider for Water - Emily	13,455	(13,454.7)	-
24090 - Woodville M.Cronin Estate Rese	232	(232.0)	-
24095 - Grand Island Reserve-Fen Twp	34,262	(34,261.8)	-
24110 - Canada Commuity-Building Fund	9,284		9,284
24115 - Transit Gas Tax	401,443		401,443
24135 - City Parkland in Lieu	374,813		374,813
24140 - DC - City of Kawartha Lakes	(8,618,633)		(8,618,633)
32205 - Building Reserve	3,337,488		3,337,488
32272 - Tree Canopy Reserve Fund	449,472		449,472
Total Obligatory Reserves	(3,996,535)	(49,598.8)	(4,046,133)

Other Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32065 - Fenelon Falls Powerlink Fund	1,527,346	-	1,527,346
32247 - Norland Dam Reserve	14,192	-	14,192
32100 - KLH Capital Reserve CKL/COH	621,219	-	621,219
32105 - KLH Capital Reserve CKL Only	1,259,854	-	1,259,854
32110 - KLH Operating Surplus Reserve	479,531	-	479,531
Total Other Reserves	3,902,142	-	3,902,142

CHEST Funds	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
24310 - Lindsay Legacy CHEST Reserve	20,972,264	-	20,972,264
24320 - Bob Legacy CHEST Reserve	2,987,252	-	2,987,252
24330 - Woodville Legacy CHEST Reserve	110,594	-	110,594
24340 - Omemee Legacy CHEST Reserve	2,161	-	2,161
24360 - Kirkfield Legacy CHEST Reserve	416	-	416
Total CHEST Funds	24,072,688	-	24,072,688

Total Reserves and Reserve Funds	66,187,681	(16,894,052)	49,293,629
Reserves	46,111,528	(16,844,453)	29,267,075
Obligatory Reserves	20,076,153	(49,599)	20,026,554
	66,187,681	(16,894,052)	49,293,629

2025 Deficit Strategy and 2026 Pressures

Committee of the Whole

April 7, 2026

Agenda

1. 2025 Budget versus Actual Spend
2. 2025 Budget Pressures
3. 2026 Deficit Strategy
4. Reserve Utilization
5. 2026 Budget Pressures

1. 2025 Budget vs. Actual Spend

Department	Actual 2024	Budget 2025	Actual 2025 (Mar 30)	Actual Surplus (Deficit)
Summary Corporate Items	(133,880,608)	(142,029,500)	(138,312,513)	(3,716,987)
Summary Mayor and Council	642,032	688,262	652,340	35,922
Summary CAO	7,523,682	8,062,560	8,105,776	(43,216)
Summary Community Services	12,662,975	13,079,350	15,029,046	(1,949,696)
Summary Corporate Services	11,689,865	12,205,721	13,814,203	(1,608,482)
Summary Development Services	4,436,534	4,077,461	4,782,308	(704,847)
Summary Engineering and Corporate Assets	2,263,186	2,412,857	2,389,319	23,538
Summary Emergency Services - Fire	12,013,072	12,019,496	14,042,191	(2,022,695)
Summary Emergency Services - Paramedics	7,888,933	7,346,033	7,632,200	(286,167)
Summary Human Services	6,024,410	6,906,572	6,405,940	500,632
Summary Victoria Manor	1,582,529	2,598,882	2,617,552	(18,670)
Summary Public Works	39,386,825	41,461,262	49,153,237	(7,691,975)
Summary Agencies, Boards & Committees	28,906,039	31,171,044	32,064,883	(893,839)
Total	1,139,474	-	18,376,481	(18,376,481)

2. 2025 Budget Pressures

2025 Pressures	
Ice Storm	\$2.2M
Roads Operations – Winter Control netted with Summer surplus activity	\$5.5M
Interest Income shortfall	\$1.1M
Forest Fires and other fire pressures	\$2.0M
Shortfall in Supp taxes – Market and tariffs	\$1.1M
CUPE market adjustment accrual	\$3.5M
Contracted snow plowing – parking lots Comm Services	\$1.4M
Area Rate Deficits:	
Transit – to be raised on 2026 Tax bill (Lindsay)	\$0.6M
OPP – to be raised on 2026 Tax Bill and reserve (rural)	\$0.9M
2025 preliminary deficit – March 30, 2026	\$18.3M

Weather Events

- Frequency and scale of weather events is ever increasing annually
- Gross deficit of \$18.4 Million is comprised of approximately \$11 Million for unforeseen weather events
 - \$2.2 Million Ice Storm
 - \$1.1 Million Interest shortfall (cash outlay for Ice Storm)
 - \$0.7 Million for summer forest fires
 - \$5.5 Million roads for extreme winter events
 - \$1.4 Million contracted snow plowing
- CKL most thankful the Provincial government provided \$25.6 Million in relief for Ice Storm
- City has been disciplined in previous years to maintain and grow reserves, and able to address the 2025 deficit without the need for a City wide tax levy
- Cannot rely on this type of funding into the future for unforeseen weather events

3. 2025 Deficit Strategy

Strategy	Value
Special Levy 2026 Final Bill	
OPP Area Rate	\$ 921,295
Transit Area Rate	611,501
Ice Storm – One-time general levy	-
Reserves	16,849,979
Total Financing Required	18,376,481

4. Reserve Utilization

Infrastructure Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32030 - Sewer Infrastructure Reserve	3,869,825	-	3,869,825
32045 - Asset Management Reserve			
00331187 - Reserves-Victoria Manor	240,400	-	240,400
00412430 - Uncommitted Amounts	142,000	(142,000)	-
32050 - Water Infrastructure Reserve	7,577,120		7,577,120
Expansionary Capital			
00415260 Uncommitted	500,000	(250,000)	250,000
00408827 - Reserves-Housing	1,500,000	-	1,500,000
32070 - Fleet Reserve			
00331184 - Reserves-Public Works	95,029	(95,029)	-
00331193 - Reserves-Fire	244,670	(144,670)	100,000
00343529 - Reserves-Paramedic	90,952	-	90,952
32248 - Capital Contingency Reserve			
00102808 - Aggregate Pits & Quarry Royalties (Gravel)	49,876	-	49,876
00331184 - Reserves-Public Works	60,709	-	60,709
00331185 - Reserves-Haul Routes (Agg Resources)	582,298	(482,298)	100,000
00354025 - 68 LSN	14,738	(14,738)	-
00408086 - Forestry and Trail	352,774	(352,774)	-
00412430 - Uncommitted Amounts	4,888,733	(3,781,917)	1,106,816
Total Infrastructure Reserves	20,209,125	(5,263,427)	14,945,698

4. Reserve Utilization

Stabilization Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32035 - Property Development Reserve			
00407713 - Agricultural Land Leases	139,968	(139,968)	-
00412430 - Uncommitted Amounts	751,138	-	751,138
32255 - Election Reserve	271,605		271,605
32265 - Area Rate Stabilization Reserve			
00331032 - OPP Area Levy	503,629	-	503,629
00331033 - KL Police Area Levy	156,862	-	156,862
32267 - Water & Sewer User Rate Reserve	1,229,604		1,229,604
32275 - City Heritage Reserve			
00408091 - Heritage Victoria	8,930	(8,930)	-
00408092 - Anne Langton	1,429	(1,429)	-
00408093 - Public Art	71,204	-	71,204
00409067 - Somerville Heritage	8,540	(8,540)	-
32277 - Environmental Disaster Recover	200,000	-	200,000
32278 - Primary Care Recruitment & Ren	475,000	-	475,000
32282 - Short Term Rental Reserve	230,674	(130,674)	100,000
32285 - General Tax Rate Stabilization			-
00331182 - Reserves-Economic Development	347,295	(247,295)	100,000
00331184 - Reserves-Public Works	2,131,473	(2,131,473)	-
00408080 - Social Services Programs	37,833	(37,833)	-
00408081 - Human Services	2,339,197	(1,989,197)	350,000
00412430 - Uncommitted Amounts	4,888,033	(4,388,033)	500,000
32296 - Special Projects Reserve			
00412430 - Uncommitted Amounts	174,227	(325,773)	(151,546)
00423586 - Library - Reserves	300,187	-	300,187
	14,266,828	(9,409,146)	4,857,683

4. Reserve Utilization

General Contingency Reserve	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32090 - General Contingency Reserve			
00331191 - Reserves-Insurance	3,274,079	-	3,274,079
00331192 - Reserves-Planning	176,135	(176,135)	-
00407709 - CFDC Loan Program	80,000	-	80,000
00407710 - WSIB Contingency	900,000	-	900,000
00407712 - Cultural Grant Program	200,000	-	200,000
00410997 - Local Economic Development (2025)	136,096	(136,096)	-
00412430 - Uncommitted Amounts	2,315,577	(1,815,577)	500,000
Total General Contingency Reserves	7,081,887	(2,127,808)	4,954,079

4. Reserve Utilization

Obligatory Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
24055 - Bobcaygeon H Wilkinson Library	1,650	(1,650)	-
24070 - Subdivider for Water - Emily	13,455	(13,455)	-
24090 - Woodville M.Cronin Estate Rese	232	(232)	-
24095 - Grand Island Reserve-Fen Twp	34,262	(34,262)	-
24110 - Canada Commuity-Building Fund	9,284		9,284
24115 - Transit Gas Tax	401,443		401,443
24135 - City Parkland in Lieu	374,813		374,813
24140 - DC - City of Kawartha Lakes	(8,618,633)		(8,618,633)
32205 - Building Reserve	3,337,488		3,337,488
32272 - Tree Canopy Reserve Fund	449,472		449,472
Total Obligatory Reserves	(3,996,535)	(49,599)	(4,046,133)

4. Reserve Utilization

Other Reserves	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
32065 - Fenelon Falls Powerlink Fund	1,527,346	-	1,527,346
32247 - Norland Dam Reserve	14,192	-	14,192
32100 - KLH Capital Reserve CKL/COH	621,219	-	621,219
32105 - KLH Capital Reserve CKL Only	1,259,854	-	1,259,854
32110 - KLH Operating Surplus Reserve	479,531	-	479,531
Total Other Reserves	3,902,142	-	3,902,142

CHEST Funds	Available Reserve	To be used for 2025 deficit	Remaining Reserve Balance
24310 - Lindsay Legacy CHEST Reserve	20,972,264	-	20,972,264
24320 - Bob Legacy CHEST Reserve	2,987,252	-	2,987,252
24330 - Woodville Legacy CHEST Reserve	110,594	-	110,594
24340 - Omemee Legacy CHEST Reserve	2,161	-	2,161
24360 - Kirkfield Legacy CHEST Reserve	416	-	416
Total CHEST Funds	24,072,688	-	24,072,688

5. 2026 Budget Pressures

- 85-90% of 2026 \$12 Million winter control budget utilized between January and April resulting from:
 - Operational costs associated with continuous winter weather response
 - Province wide salt shortage requiring increased salt shipping costs
- Increased oil prices resulting in:
 - Higher costs for fuel, asphalt, and construction
- Uncertainty of housing market slowing growth
- Increased policing costs

5. 2026 Response Actions

- Increased monitoring of 2026 Actuals "in real time"
- Continue modernizing to reflect timely updates to Financial position in 2026
- Reviewing and assessing all opportunities arising from the Provincial Budget announced late March
- Council imposed \$7.5M efficiency savings target in 2026 budget is currently being monitored
- Prioritizing replenishment of environmental disaster recovery reserve to allow City to be better positioned to respond to future major weather events
- Line by line review of winter control budget
- Analyze current hybrid service models to be balanced with more in house opportunities
- 2025 Ice Storm financing advancing and with Loan proceeds for Summit Wellness Centre, these funds will be invested and aid in achieving Interest Income target

Conclusion

- Progressing on update to City's Long Term Financial Plan (Quarter Two 2026)
- Included will be a reserve and debenture strategy
- Reserve strategy to include City wide rationalization of reserves with recommended balances and a strategy to build these reserves
- Reserve strategy will focus on building emergency preparedness and weather event response and recovery



Council Report

Report Number: CORP2026-023
Meeting Date: April 21, 2026
Title: Council Remuneration (2027 to 2030)
Description: To set council remuneration for 2027 through to 2030
Author and Title: Ron Taylor, Chief Administrative Officer
Sara Beukeboom, Director of Corporate Services

Recommendation(s):

That Report CORP2026-023, **Council Remuneration (2027 to 2030)**, be received;

That Council salaries be established with a three percent annual increase effective the next term of Council (2027 to 2030);

That compensation for the Deputy Mayor be increased to \$12,000 per annum effective the next term of Council (2027 to 2030);

That the necessary by-laws be forwarded to Council for approval.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Council compensation rates were last changed in 2022 through Report CORP2022-005 (see Appendix A), for the Council term from 2023 to 2026.

This report sets out the recommendations for Council remuneration for the next four-year term from 2027 to 2030.

Rationale:

City Council members serve as public representatives, policymakers, and community stewards. Many of these responsibilities are defined in provincial legislation. Council members are also expected to ensure the City’s financial and administrative resources operate efficiently and effectively.

In delivering this public service, Council members must attend meetings, serve on Boards and Committees, engage and be responsive to local constituents, and advocate for the City’s best interests.

The base salary established for this term (2023 to 2026) of Council is outlined in the table below.

Remuneration	2023	2024	2025	2026
Mayor Salary	\$117,734	\$120,020	\$121,974	\$124,175
Deputy Mayor Salary	\$53,678	\$54,664	\$55,617	\$56,620
Councillor Salary	\$50,613	\$51,588	\$52,427	\$53,372
Total Salary Cost of Council	\$525,702	\$535,799	\$544,577	\$554,399

The Mayor and Council also receive a mileage reimbursement for all travel to conduct City business (both inside and outside of the Ward and City) at the rate set by Council through policy. (73 cents per kilometre). Additionally, the Mayor receives up to \$10,000 per annum and Councillors up to \$5,000 per annum for conference, training, and meeting expenses.

A Deputy Mayor is elected by Council for a one-year term with additional compensation. It is recommended that this be set at \$12,000 annually based upon the significant workload increase in addition to the ward duties. (up from the previous approximate \$2,500 per annum compensation).

Remuneration rates for the term of Council for the 2027 through to 2030 period should be set with an understanding of the rate of inflation as well as comparative salaries in the municipality.

A 3% annual increase would result in the following remuneration over the four-year term.

Remuneration	2027	2028	2029	2030
Mayor Salary	\$127,900	\$131,737	\$135,689	\$139,760
Deputy Mayor Salary	\$66,973	\$68,622	\$70,321	\$72,071
Councillor Salary	\$54,973	\$56,622	\$58,321	\$60,071
Total Salary Cost of Council	\$579,686	\$596,716	\$614,258	\$632,325
Additional Budget Impact per annum	\$25,287	\$17,031	\$17,541	\$18,068

Other Alternatives Considered:

Council may recommend another option for the remuneration and direct staff to consider an alternative.

Alignment to Strategic Priorities

This recommendation aligns with the Council strategic priority under Good Government – Provide accountable government and responsible management of resources.

Financial/Operation Impacts:

The budgetary impact for Council remuneration will be included in the base budget annually.

Consultations:

City Treasurer

Supervisor, Budget and Financial Planning

Attachments:

Appendix A – Council Report CORP2022-005



CORP2022-005

Department Head email: sbeukeboom@kawarthalakes.ca

Department Head: Sara Beukeboom, Director of Corporate Services



Council Report

Report Number:	CORP2022-005
Meeting Date:	March 22, 2022
Title:	Council Remuneration (2023-2026)
Description:	To set council remuneration for 2023 through to 2026
Author and Title:	Ron Taylor, Chief Administrative Officer Jennifer Stover, Director of Corporate Services

Recommendation(s):

That Report CORP2022-005, **Council Remuneration (2023-2026)**, be received;

That Council salaries be established as outlined in Option 3 in Report CORP2022-005 effective the next term of Council (2023-2026);

That the necessary by-laws be forwarded to Council for approval.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Council compensation rates were last changed in 2018 after Council approved a change in the composition of Council from a sixteen (16) Ward structure to eight (8) councillors. In addition, in early 2018 Council remuneration was further changed to reflect changes in regards to the tax exempt status of Council salaries. A Deputy Mayor position was also established.

At that time Council established remuneration for the four (4) year term of Council from 2019 to 2022 which recognized the expanded representation area and doubling of constituents within wards. Additionally, the remuneration recognized that with half as many Councillors, there would be an increased participation of each Councillor on Committees, and accounted for the removal of the tax exempt status.

This report sets out options for remuneration for Council for the next four-year term from 2023 to 2026.

Rationale:

City Council members serve as public representatives, policy-makers and community stewards. Many of these responsibilities are defined in provincial legislation. Council members are also expected to ensure that the City’s financial and administrative resources operate efficiently and effectively.

In delivering this public service, Council members must attend meetings, serve on Boards and Committees, engage and be responsive to local constituents, and advocate for the City’s best interests.

The base salary established for this term of Council is outlined in the table below.

Remuneration	2022	2021	2020	2019
Mayor salary	\$115,177	\$114,037	\$112,908	\$111,790
Deputy Mayor salary	\$52,515	\$51,995	\$51,480	\$50,970
Councillor salary	\$49,506	\$49,016	\$48,531	\$48,050
Total Salary & Benefits (20%) per annum	\$617,081	\$610,973	\$604,926	\$598,933
Cost per resident	\$8.09	\$8.09	\$8.10	\$8.09

This wage grid provided Council with a 1% increase in salary per year. The Mayor and Council also receive a mileage reimbursement for all travel to conduct City business (both inside and outside of the Ward and City) at the rate set by Council through policy.

(current – \$.50 cents per kilometre). Additionally, the Mayor receives up to \$10,000 per annum and Councillors up to \$5,000 per annum for conference, training and meeting expenses. A Deputy Mayor is appointed by Council for a one-year term with additional compensation of approximately \$2,500 per year starting in 2019. This will change as wage increases are applied each year. For example, the additional compensation for the Deputy Mayor for 2022 is \$2,606.

Remuneration rates for the term of Council for the 2023 through to 2026 period should be set with an understanding of the rate of inflation as well as comparative salaries in the municipality. In preparing the calculations for the options below the population of the City of Kawartha Lakes has been increased by a growth factor of 1.5% per annum.

Option 1: Status Quo 1% annual increase

This option would continue the trend established during this term of Council. An increase of 1% each year would increase Council remuneration as noted in the table below.

Remuneration	2026	2025	2024	2023
Mayor salary	\$119,854	\$118,667	\$117,492	\$116,329
Deputy Mayor salary	\$54,647	\$54,106	\$53,570	\$53,040
Councillor salary	\$51,516	\$51,006	\$50,501	\$50,001
Total Salary & Benefits (20%) per annum	\$623,251	\$629,483	\$635,778	\$642,136
Additional Budget Impact per annum	\$6,358	\$6,295	\$6,232	\$6,170
Cost per resident	\$8.05	\$8.01	\$7.97	\$7.93

Option 2: Remuneration Aligned with Consumer Price Index

The rate of inflation is essentially the Consumer Price Index (CPI) in Canada. The most commonly used Index is the “All Items” category which includes Food and Beverage, Housing, apparel, transportation, medical care, recreation, education and communication and other goods and services. This is also referred to as the cost of living increase and represents the increases in the cost of living in a community.

The Consumer Price Index –All Items (CPI) over that period increased by the following:

Year	Consumer Price Index All Items (CPI)%
2018	2.00%
2019	2.20%
2020	0.72%
2021	4.80%
2022	Trending Jan 2022 5.10%

Assuming a one year lag (ie 2018 CPI used to establish 2019 wages), the cumulative CPI increase for the four year period (2019-2022) would have netted a 10% increase.

This option recommends that Council remuneration be adjusted annually based on the CPI for the previous year.

Option 3: Remuneration of 2% annual increase

The Consumer Price Index is generally thought to average 2% over the longer term. Rather than Council remuneration fluctuating with the levels of inflation in Option 2, a final option would be to establish Council remuneration at 2% per annum, which should generally align with inflation when averaged over the term of Council. This is also consistent with the mandate provided by Council when negotiating increases with unionized employees.

A 2% annual increase would result in the following remuneration over the four year term.

Remuneration	2026	2025	2024	2023
Mayor salary	\$124,673	\$122,228	\$119,831	\$117,481
Deputy Mayor salary	\$56,844	\$55,729	\$54,636	\$53,565
Councillor salary	\$53,587	\$52,536	\$51,506	\$50,496
Total Salary & Benefits (20%) per annum	\$667,951	\$654,851	\$642,011	\$629,422
Additional Budget Impact per annum	\$13,100	\$12,840	\$12,589	\$12,341
Cost per resident	\$8.25	\$8.21	\$8.17	\$8.13

Other Alternatives Considered:

Council could proceed with Option 1 or 2 of this report with the following resolution:

That Council salaries be established as outlined in Option 1 / 2 in Report CORP2022-005 effective the next term of Council (2023-2026);

Additionally, Council could direct staff to consider additional options with the following motion:

That staff report back to Council with a remuneration option for the next term of Council that considers _____.

Alignment to Strategic Priorities

The recommendations in this Report align directly with Council's strategic priority of Good Government through delivering fiscally responsible service.

Financial/Operation Impacts:

Any budgetary impact for Council remuneration would be included in the base budget for that given year.

Consultations:

Treasurer

Attachments:

n/a

Department Head email: jstover@kawarthalakes.ca

Department Head: Jennifer Stover, Director of Corporate Services

Council Report

Report Number:	ENG2026-016
Meeting Date:	April 21, 2026
Title:	City Hall Campus Parking Impact Review
Description:	Transportation impact review and public consultation for traffic measures related to the Olde Gaol and City Hall Campus Parking and Landscaping Improvement Project.
Author and Title:	Joseph Kelly, Traffic Management Supervisor

Recommendation(s):

That Report ENG2026-016, **City Hall Campus Parking Impact Review**, be received;

That Alternative 2, generally described as reversing internal traffic flow within the City Hall parking area, converting the Cambridge Street North driveway to an entrance, converting the Francis Street driveway to an exit, and restricting Cambridge Street North to northbound-only traffic between Francis Street and Colborne Street West, as shown in the preliminary design in Appendix A to Report ENG2026-016 be endorsed by Council as the preferred traffic measures to be incorporated into the Olde Gaol and City Hall Campus Parking and Landscaping Improvement Project.

Department Head: _____

Financial/Legal/HR/Other: _____

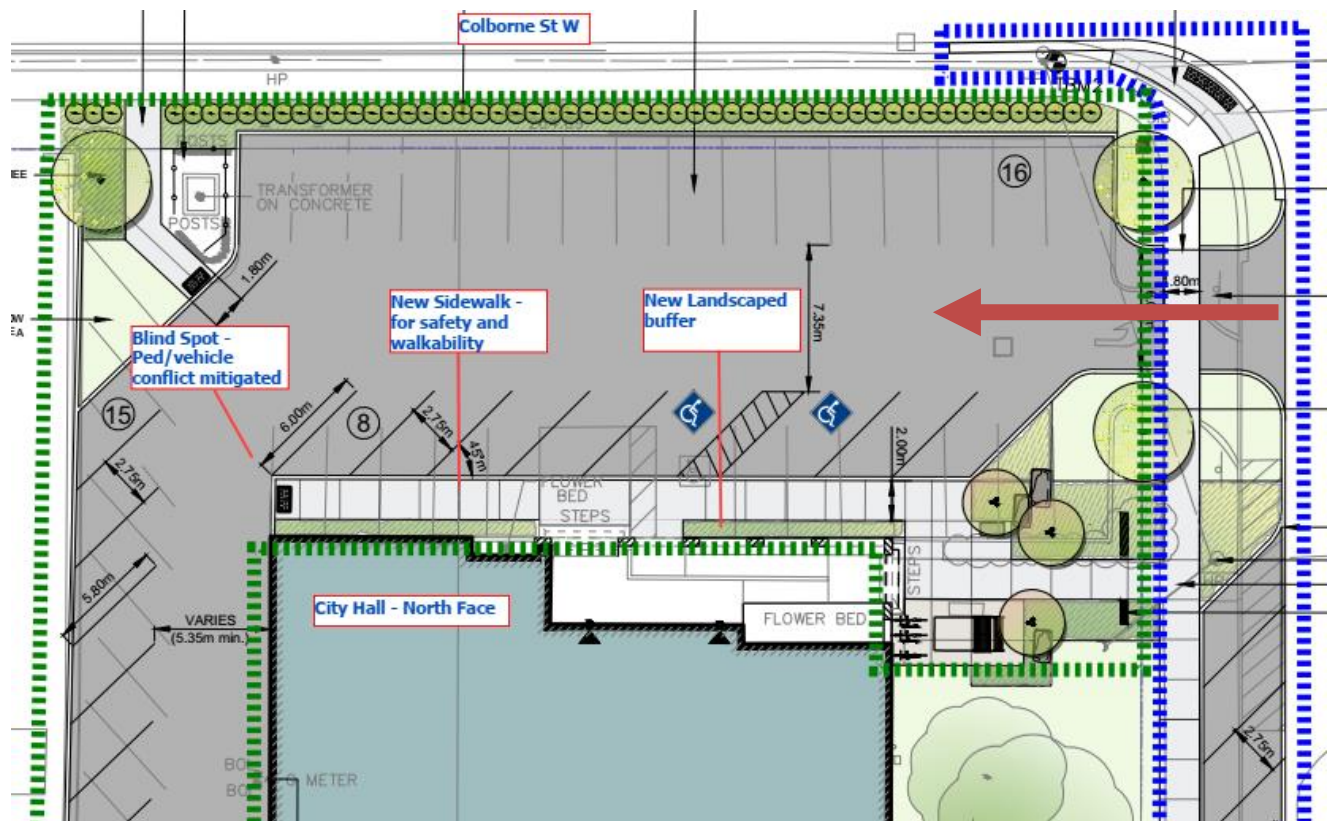
Chief Administrative Officer: _____

Background:

As part of the Olde Gaol and City Hall Campus Parking and Landscaping Improvement Project, changes to site circulation and parking supply around the City Hall campus were identified for review. In addition to increasing parking supply, a key component of the broader project is the proposed reversal of internal traffic flow within the City Hall parking area, with vehicular access proposed from Cambridge Street North and exit proposed to Francis Street.

Reversing the internal traffic flow creates an opportunity to increase safety and walkability by reducing the drive aisle widths, allowing for the addition of a sidewalk and landscaping along the front of the City Hall building (Figure 1). It also mitigates the safety issue of a blind spot, where pedestrians walking along the north side and drivers traveling along the west side may not see each other.

Figure 1: Illustration of Design Features Requiring Reversed Internal Flow



Given the potential for traffic regulation changes, a transportation review was undertaken to assess traffic and safety impacts.

Although the proposed works are exempt from the Municipal Class Environmental Assessment (EA) process, staff undertook a modified review process that included consideration of alternatives and public consultation.

CIMA+ was retained to prepare a Transportation Impact Study (TIS) for the City Hall Campus. The study reviewed two alternatives.

Alternative 1 would reverse internal traffic flow while maintaining Cambridge Street North as a two-way roadway (Figure 2).

Alternative 2 would also reverse internal traffic flow, but would restrict Cambridge Street North to northbound-only traffic between Francis Street and Colborne Street West (Figure 3).

Appendix A illustrates the preliminary design of each alternative. The complete TIS is in Appendix B.

Figure 2: Excerpt of Preliminary Design for Alternative 1

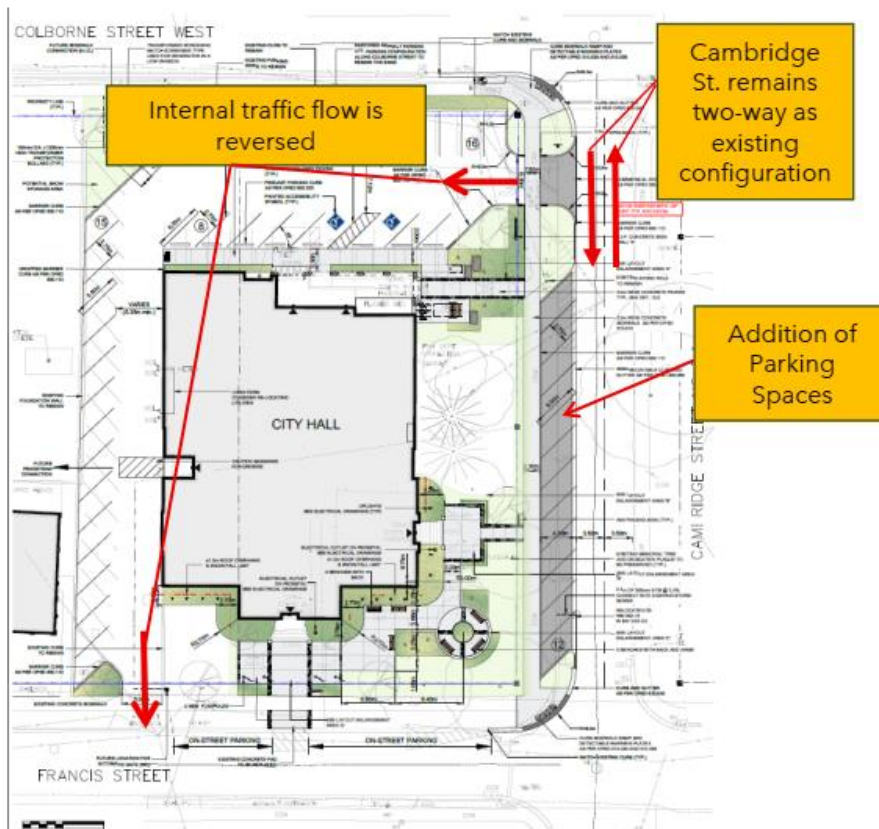
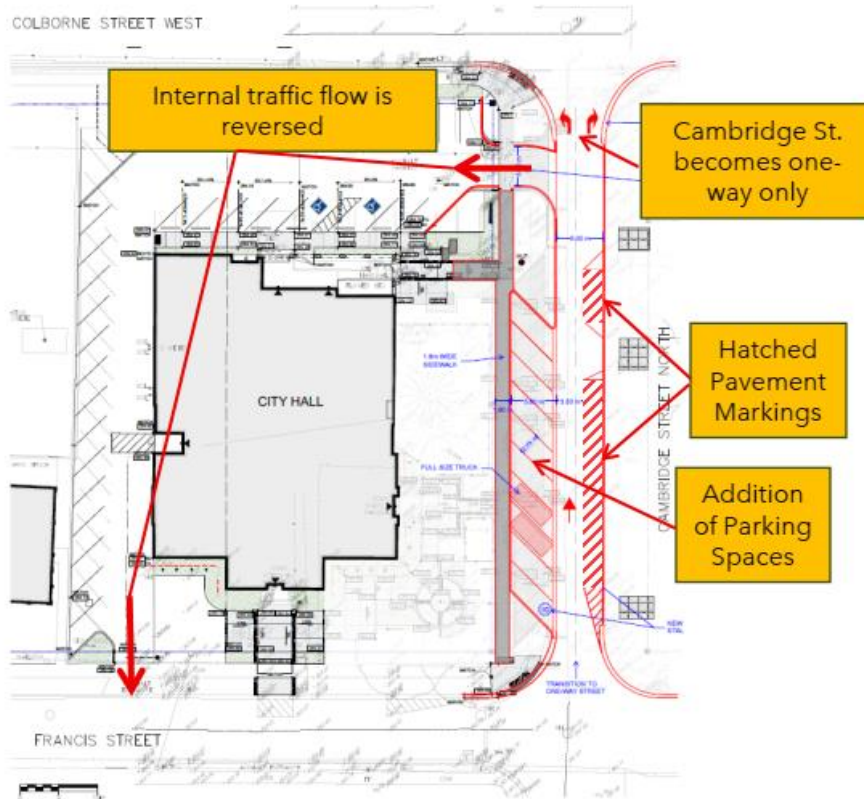


Figure 3: Excerpt of Preliminary Design for Alternative 2



The TIS concluded that both alternatives are operationally acceptable and would operate below critical thresholds. However, Alternative 2 was identified as the preferred option from a transportation safety perspective, while Alternative 1 was noted as supportable if selected for non-transportation safety reasons.

A Public Information Centre (PIC) was held on March 18, 2026 at City Hall to present the project, summarize the alternative traffic options, and receive comments from the public. Notice of the PIC was hand delivered to nearby properties and published in the local newspaper in advance of the meeting. Public input generally focused on sidewalk layout, heritage constraints, winter maintenance, parking supply, truck access, internal circulation, and alternative parking/site design ideas. A summary of questions and answered from comments received in response to the PIC is in Appendix C.

Rationale:

The purpose of this report is to summarize the transportation review and public consultation completed for the City Hall campus and to seek Council endorsement of the preferred traffic measures to support the broader parking and landscaping improvement project.

The Transportation Impact Study identified existing site safety and circulation concerns, including limited sight distance at the Cambridge Street North driveway, observed wrong-way vehicle movements at the current exit-only driveway, and a blind corner at

the northwest corner of the City Hall building that creates conflict potential between vehicles and pedestrians. Both alternatives would improve the current site arrangement by reversing internal traffic flow and relocating conflict points away from the existing blind corner.

From a traffic operations standpoint, the TIS found that both alternatives are expected to function acceptably, with all reviewed movements operating well within capacity and with no anticipated storage concerns. As a result, the decision between alternatives is less about intersection capacity and more about comparative safety, circulation, streetscape, and implementation considerations.

Alternative 2 is recommended because it provides the strongest transportation safety outcome. The consultant identified a potential concern with Alternative 1 related to the short throat length of the Cambridge Street North entrance and its close proximity to Colborne Street West, which could create a risk of queue spillback and unexpected stopped vehicles immediately south of the intersection. Alternative 2 reduces this concern and was therefore identified as the preferred option from a transportation safety perspective.

Although the road network has capacity of both alternatives, an additional benefit of restricting southbound traffic on this section of Cambridge Street North would be the diversion of southbound traffic from Colborne Street West to Victoria Avenue. Victoria Avenue is an arterial road, better suited for the flow of through traffic.

Public comments raised concerns regarding whether the proposed changes generate a meaningful net increase in parking, how winter maintenance would function, how delivery vehicles would access the site, and how heritage constraints affect sidewalk placement and boulevard opportunities. The PIC response material addresses most concerns.

In addition to the TIS findings, the PIC response material sets out several benefits associated with reversing internal traffic flow, including the ability to upgrade parking to current standards, better accommodate barrier-free parking requirements, introduce a sidewalk and narrow landscaped buffer along the City Hall frontage, improve pedestrian safety by removing the blind-corner conflict, reinforce proper circulation with physical controls, and improve winter maintenance and larger vehicle circulation.

For these reasons, **staff recommend Alternative 2 as the preferred traffic option to support detailed design and implementation of the broader campus project.**

Other Alternatives Considered:

Due to the proposed changes to the regulation of traffic, the only alternative that requires Council endorsement is the recommended alternative. Should Council reject the recommended alternative, Council would only need to receive this report.

Status Quo (Do-Nothing)

A status quo approach would require the removal of design considerations in the broader plan to increase safety, walkability, and compatible urban design that depend on the reversal of internal flow.

The current flow direction does not allow for angled parking along the front of City Hall. Adding the proposed sidewalk and landscape buffer along the front wall of City Hall pushes out the parking. The resulting reduction in aisle width would be deficient. Reversing the flow allows for angled parking, taking back the lost aisle width.

Alternative 1

Alternative 1 was considered. This option would reverse internal traffic flow while maintaining Cambridge Street North as a two-way roadway. The TIS found this option to be operationally acceptable and supportable. However, it was not identified as the preferred option due to the potential safety concern associated with queue spillback and limited throat length at the Cambridge Street North entrance in proximity to Colborne Street West. This alternative also introduces the possibility of parked trucks encroaching in the travelled lane.

PIC Input Concepts

Additional concepts raised through the PIC included revised pavement marking configurations, alternate one-way arrangements, street closure, use of other areas within the campus block for parking, and relocation of other civic functions. These concepts were reviewed at a high level through the consultation process but were not advanced, generally due to heritage considerations, operational constraints, cost, or broader site planning considerations.

Alignment to Strategic Priorities

Following a modified EA process for the potential traffic regulation allows for the transparent evaluation of alternatives with public input. This aligns with the Strategic Priority of Good Government.

Financial/Operation Impacts:

The cost for works on Cambridge Street North associated with Alternative 1 or 2 is estimated to be between \$100,000 and \$150,000.

At the time of budget approval for the broader project, outlined in the below table, it was anticipated that work would be required on Cambridge Steet to increase parking capacity. The costs associated with Alternative 1 or 2 are estimated within the existing project budget. Actual construction costs will be confirmed through the detailed design process.

Budget Items for broader project:

Project Number	Project Name	Approved Budget	Budget Year
953230101	Olde Gaol Museum Courtyard	\$450,000	2023
953250102	City Hall, Human Resources, and Olde Gaol Block	\$510,000	2025

Consultations:

Director of Engineering and Corporate Assets, CKL

Director of Community Services, CKL

Manager of Building and Property, CKL

Facility Project Delivery Coordinator, CKL

CIMA+

Public Information Centre attendees and written respondents

Attachments:

Appendix A –Alternative Options



Adobe Acrobat
Document

Appendix B – Transportation Impact Study



Adobe Acrobat
Document

Appendix C – PIC Comments and Response Summary



Adobe Acrobat
Document

Department Head email: irojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering & Corporate Assets

Department File: Engineering and Corporate Assets

**Appendix A to
Report ENG2026-016
Page 1 of 2**

LEGEND

- EXISTING GRADE
- PROMISED GRADE
- EXISTING TREE TO REMAIN
- DECIDUOUS TREE
- MAINTENANCE BIOLOGICAL TREE
- GRUB
- GROUP CURB
- PAVING AREA
- ASPHALT
- CONCRETE PAVING
- DETECTABLE WARNING PLATES
- FLY PAPER ASBEST PAVING
- FLAPPILE FOOTING-N.E.C.
- ELECTRICAL OUTLET ON PEDESTAL
- PERMANENT SIGN
- ANCHORSTONE-N.E.C.
- CLP CONCRETE BURN WALL
- PHASE 1 LIMITS



IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM THE CLIENT OF THE LOCATION AND EXISTING UTILITIES AND TO OBTAIN ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY AND THE LOCAL COUNCIL PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY AND THE LOCAL COUNCIL PRIOR TO COMMENCING WORK. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE LOCAL AUTHORITY AND THE LOCAL COUNCIL PRIOR TO COMMENCING WORK.



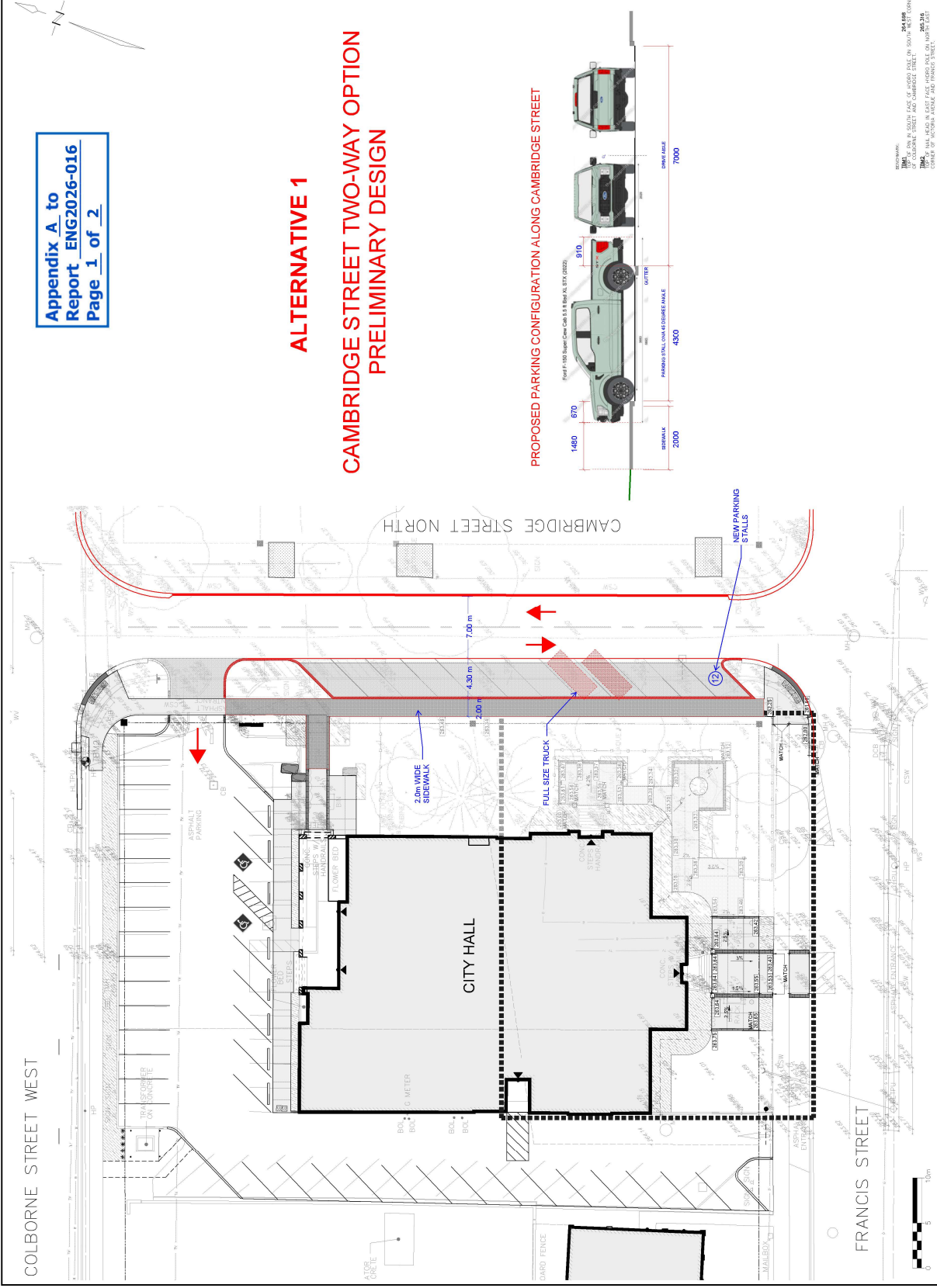
NO.	DATE	BY	ISSUED FOR
3	2025-02-09	PS	ISSUED FOR TENDER
2	2025-11-14	PS	ISSUED FOR FINAL REVIEW
1	2025-01-17	PS	ISSUED FOR 75% REVIEW

**Kawartha Lakes
CAMPUS BLOCK
SITE BEAUTIFICATION**

GRADING PLAN

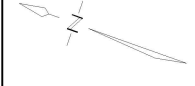
DRAWN BY:	T. VALDOCK	CHECKED BY:	P. BROOKS	PROJECT:	C14-0659
DESIGNED BY:	T. VALDOCK	APPROVED BY:	L. CULLEN	DRAWING NO.:	
SCALE:	1:200	DATE:	JULY 2024		

L03



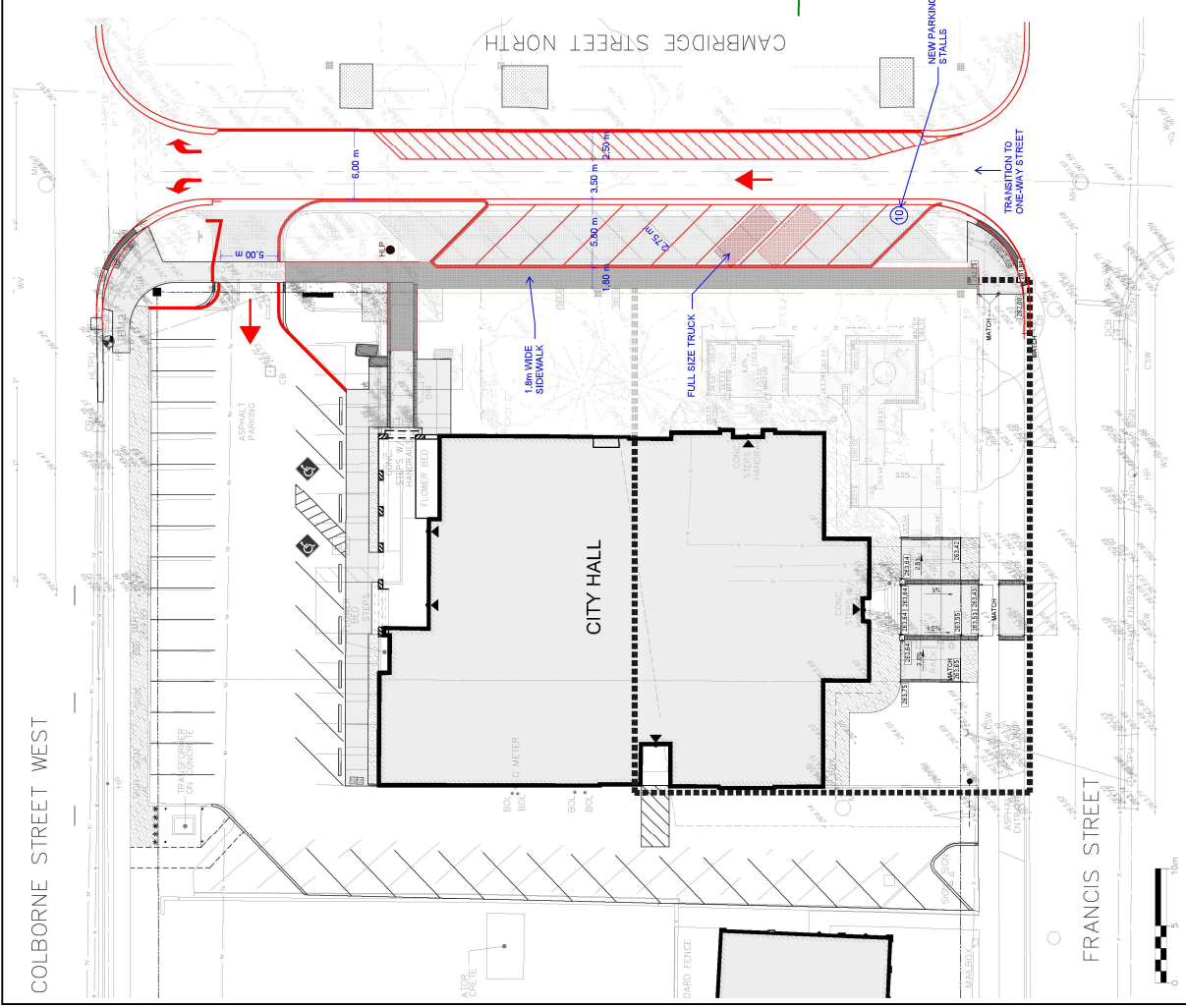
REVISIONS:
DRAWN ON A 500M FACE OF A3000 SIZE ON 50% REDUCED DRAWING OF PLANNING STREET AND CAMBRIDGE STREET.
WORK TO BE DONE IN EAST AND WEST SIDE OF CAMBRIDGE STREET.
PROPOSED PARKING STALLS AND DRIVE AISLES.

Appendix A to
Report ENG2026-016
Page 2 of 2

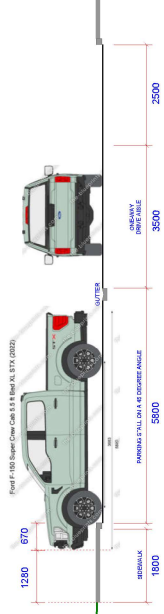


ALTERNATIVE 2

CAMBRIDGE STREET ONE-WAY OPTION PRELIMINARY DESIGN



PROPOSED PARKING CONFIGURATION ALONG CAMBRIDGE STREET



LEGEND

- EXISTING GRADE
- PROMISED GRADE
- EXISTING TREE TO REMAIN
- DECIDUOUS TREE
- WALKWAY/BIODIVERSITY TREE
- GRUB
- GROUP CURB
- PAVING AREA
- ASPHALT
- CONCRETE PAVING
- DETECTABLE WARNING PLATES
- UNIT PAVEMENT PAVING
- FLAGPOLE FOOTING-N.E.C.
- ELECTRICAL OUTLET ON PEDESTAL
- PERMANENT SIGN
- AMPHIPHILIC N.E.C.
- CLP CONCRETE SIGN WALL
- PHASE 1 LIMITS



IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM THE OWNER OF ANY CHANGES TO THE DESIGN AND THE LOCATION OF ANY UTILITIES OR SERVICES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.



3	2025-02-09	PR	ISSUED FOR TENDER
2	2025-11-14	PR	ISSUED FOR FINAL REVIEW
1	2025-01-17	PR	ISSUED FOR 75% REVIEW
DATE	BY	REVISIONS	

PROJECT: **Kawartha Falls**
CAMPUS BLOCK
SITE BEAUTIFICATION

DRAWING: **GRADING PLAN**

DRAWN BY:	T. VALDOCK	CHECKED BY:	P. BROOKS	PROJECT:	C14-0059
DESIGNED BY:	T. VALDOCK	APPROVED BY:	L. CULLEN	DRAWING NO.:	
SCALE:	1:200	DATE:	JULY 2024		

L03

NOTES:
1. THIS PLAN IS A PRELIMINARY DESIGN AND SHOULD NOT BE USED FOR CONSTRUCTION WITHOUT THE NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.

City of Kawartha Lakes

Olde Gaol Site Beautification

C14-0659

+ TRANSPORTATION IMPACT STUDY



CIMA+ project number: C14-0659
02-10-2025 - Draft E01



City of Kawartha Lakes

Olde Gaol Site Beautification

C14-0659

TRANSPORTATION IMPACT STUDY

Prepared by:

Ali Al-Saeed & Abdul Basith Siddiqui

Reviewed by:

Eric McLaren, P.Eng., RSP1

Verified by:

Ronauq Sabharwal, P. Eng.



400-3027 Harvester Road, Burlington, ON L7N 3G7 CANADA T 289 288-0287 F 289 288-0285

CIMA+ project number: C14-0659
02-10-2025 - Draft E01

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1. Introduction

CIMA+ was retained by the City of Kawartha Lakes (hereafter referred to as “City”) to undertake a Traffic Impact Study (TIS) as part of the Olde Gaol Site Beautification project for the proposed redesign of the accesses for the Kawartha Lakes City Hall (hereafter referred to as “City Hall”) located in Lindsay, Ontario at 26 Francis Street. The City Hall is in a residential neighbourhood and is adjacent to the Kawartha Lakes Museum. Vehicular access to the site is currently provided via an entry-only driveway on Francis Street and a right-out-only driveway on Cambridge Street North. **Figure 1-1** shows the existing entry and exit points to the City Hall.

The redesign proposes reversing traffic flow within the site by reconfiguring the Cambridge Street North driveway as an entry-only access and the Francis Street driveway as an exit-only access. Two alternative configurations for Cambridge Street North are also under consideration, one of which maintains two-way traffic flow while the other considers conversion of the street to northbound-only traffic flow between Francis Street and Colborne Street West.

The objective of the study is to assess the impact of the proposed City Hall redesign on the existing roadway network and adjacent intersections. Mitigation measures will be recommended to accommodate the projected development traffic if the operational analysis indicates they are necessary.

The content of this TIS follows the approach and methodology presented in the City of Kawartha Lakes TIA guidelines as agreed in the Terms of Reference (ToR) with the City.

1.1 Study Area

Figure 1-1 shows the subject site along with the four intersections that are included in the study area. The study area focuses on these four intersections and the accesses into and out of the City Hall. All roads within the study area currently have posted/unposted speed limits of 50 km/h.

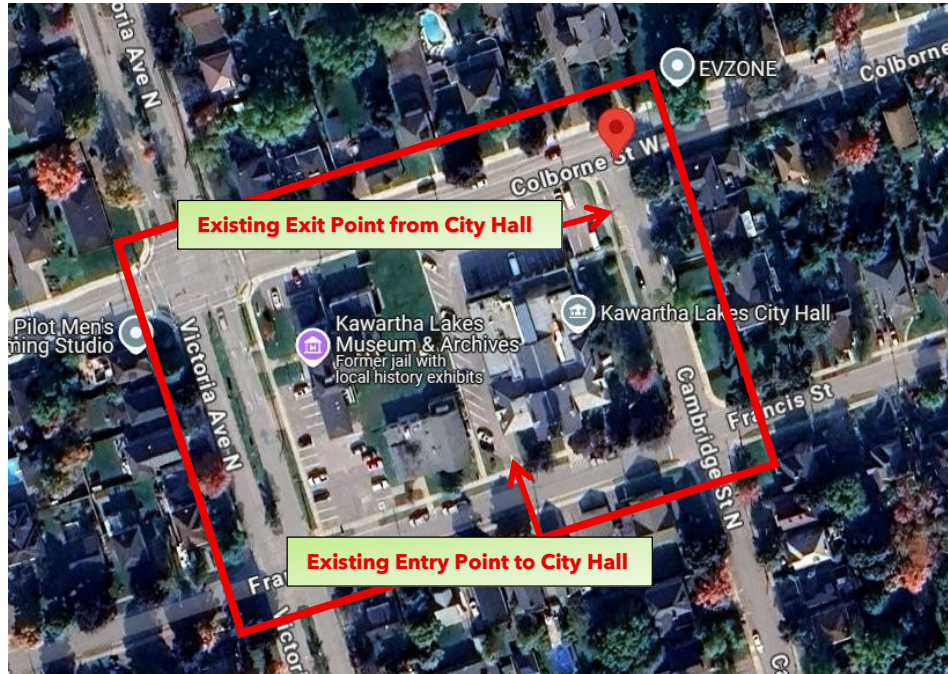


Figure 1-1: Map showing the study area and existing entry and exit points

The intersections and the roadway network included in the study area includes:

- Colborne Street West between Victoria Avenue North and Cambridge Street North
- Francis Street between Victoria Avenue North and Cambridge Street North
- Victoria Avenue North between Colborne Street West and Francis Street
- Cambridge Street North between Colborne Street West and Francis Street
- The signalized intersection of Colborne Street West at Victoria Avenue North
- The stop-controlled intersections at:
 - Colborne Street West and Cambridge Street North.
 - Cambridge Street North and Francis Street
 - Victoria Avenue North and Francis Street

Colborne Street West and Victoria Avenue North are classified as an arterial road and collector road, respectively. The remaining streets within the study area are local roads.

The turning movement and classification counts (TMCs) for the intersections of Cambridge Street North and Francis Street, and Victoria Avenue North and Francis Street were recorded on August 6, 2025, by Ontario Traffic Inc. (OTI). The TMC for the Colborne Street and Cambridge Street North intersection was collected by the City on the same day, while the TMC for the Victoria Avenue North and Colborne Street West intersection was collected by the City on August 1, 2024. A copy of the existing traffic counts is provided in

Appendix A.

2. Development Context

The proposed redesign will move the entrance to the parking lot to Cambridge Street North and move the exit to the parking lot to Francis Street. With this reconfiguration, there is an opportunity for an exit-only gate to be installed at the driveway on Francis Street to prevent wrong-way entry into the site. There are two proposed alternatives for the configuration of Cambridge Street North between Francis Street and Colborne Street West. Both configurations will introduce angled on-street parking on the west side of the street, however, one alternative maintains two-way traffic flow while the other alternative restricts traffic flow to northbound-only with hatched pavement markings provided to visually narrow the street while still maintaining a minimum 6m width for emergency services.

Alternative 1 proposes to add 12 angled on-street parking spaces on the west side of Cambridge Street North while maintaining two-way traffic flow on Cambridge Street North, as shown in **Figure 2-1** below.

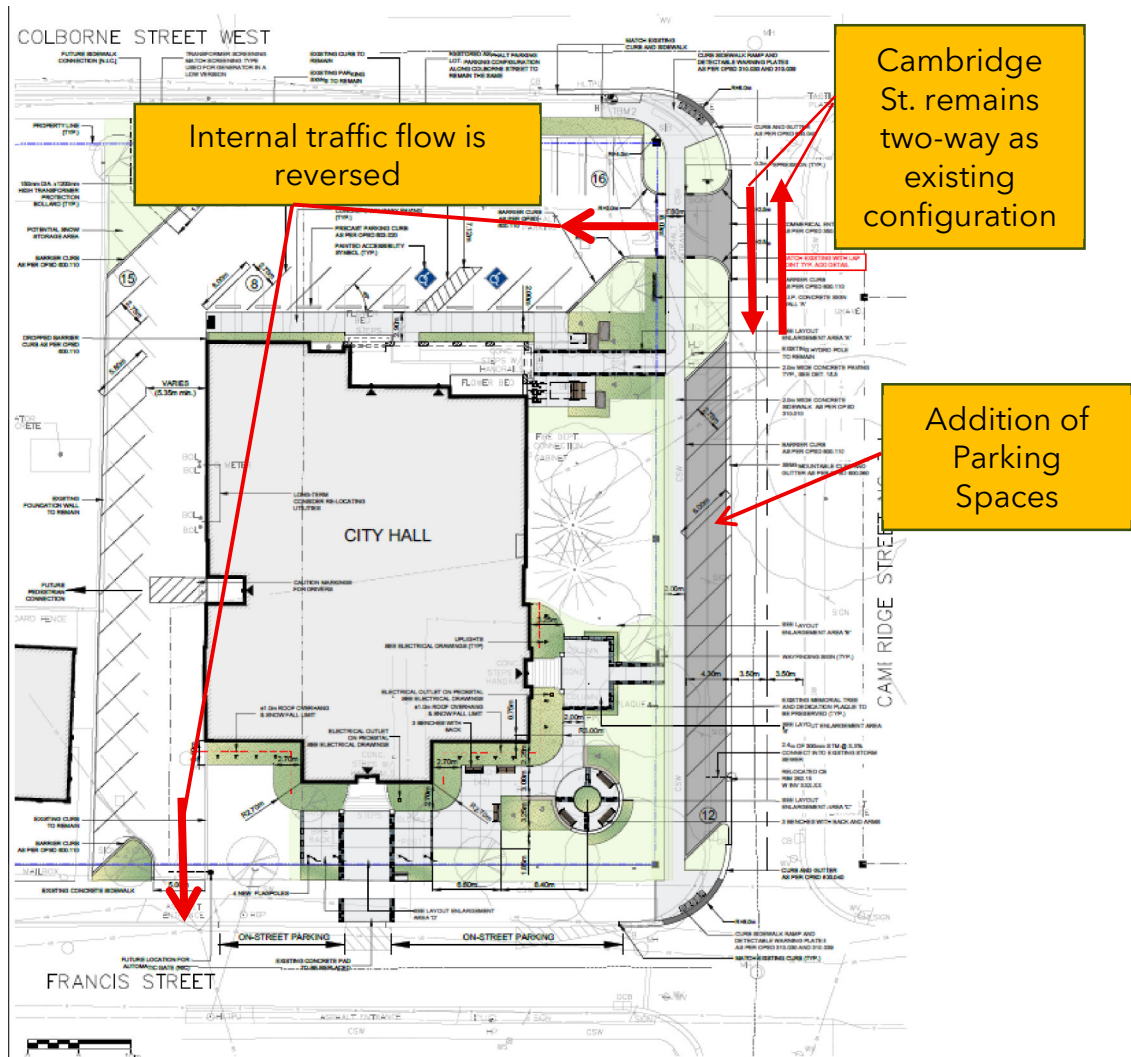


Figure 2-1: Alternative 1

Alternative 2 proposes to add 10 on-street parking spaces on Cambridge Street North and restricting traffic flow to northbound-only. Hatched pavement markings will visually narrow the street while still maintaining a minimum 6m width for emergency services. A northbound right and left-turn lane will be provided at the Colborne Street West and Cambridge Street North intersection. **Figure 2-2** below provides an overview of this alternative.

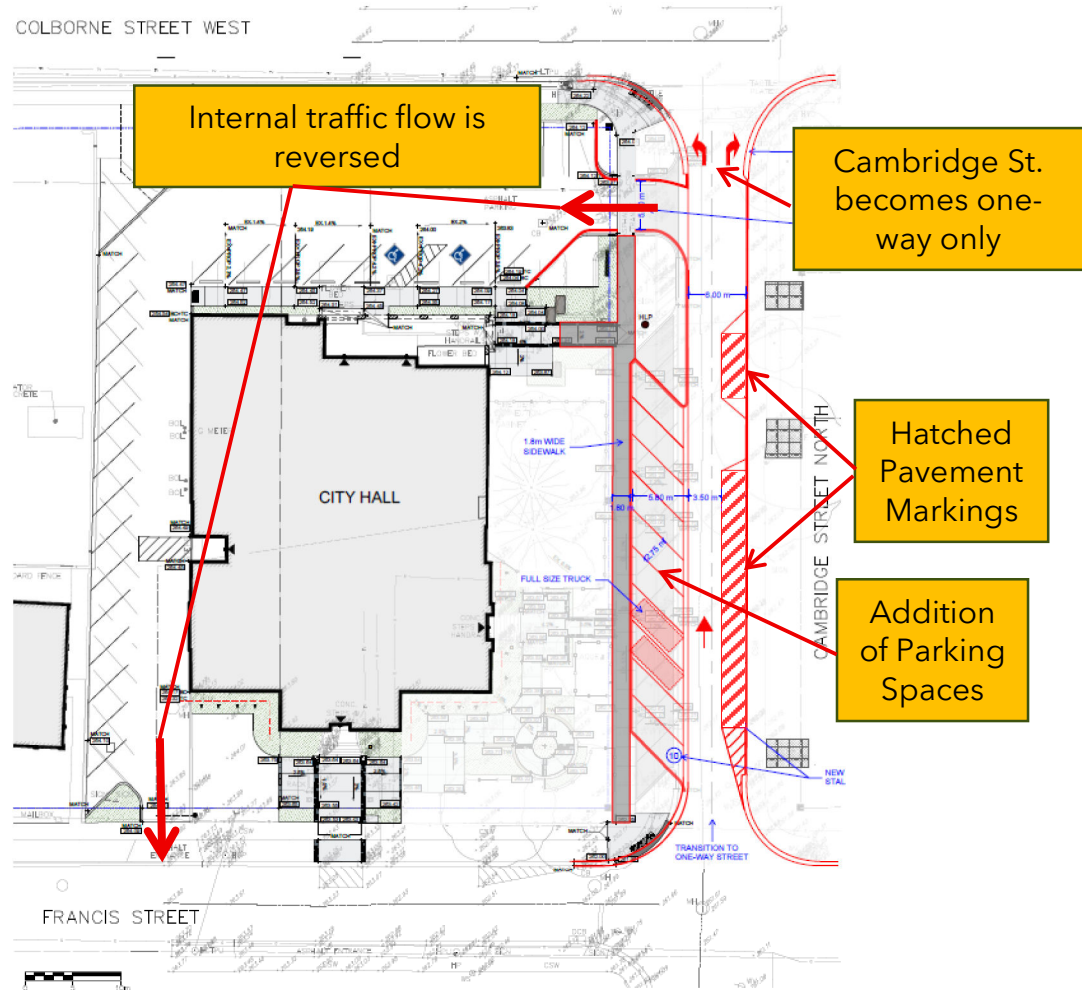


Figure 2-2: Alternative 2

3. Study Methodology

Intersection operations were assessed using the Synchro 11 software which utilizes the Highway Capacity Manual (HCM) 2000 methodology published by the Transportation Research Board National Research Council. Synchro 11 can analyze both signalized and unsignalized intersections in a road corridor or network considering the spacing, interaction, queues, and operations between intersections. Intersection operations performance metrics are reported in terms of Level of Service (LOS) and volume to capacity (v/c) ratios.

Level of Service is based on the average control delay per vehicle for a given movement. Delay is an indicator of how long a vehicle must wait to complete a movement and is represented by a letter between 'A' and 'F', with 'F' being the longest delay.

Table 3-1 summarizes the LOS criteria for signalized and unsignalized intersections.

Table 3-1: Intersection Level of Service Criteria

Level of Service	Average Control Delay Per Vehicle (second/vehicle)	
	Signalized Intersection	Unsignalized Intersection
A	≤10	≤10
B	> 10 and ≤ 20	> 10 and ≤ 15
C	> 20 and ≤ 35	> 15 and ≤ 25
D	> 35 and ≤ 55	> 25 and ≤ 35
E	> 55 and ≤ 80	> 35 and ≤ 50
F	> 80	> 50

The SimTraffic software was used to calculate the 95th percentile queue length to analyze and assess the available storage capacity and to determine whether queue spillback or lane blockages will occur due to long queues. The available storage capacity was based on the best available data collected from aerial imagery.

Based on the City of Kawartha Lakes TIA Guidelines, critical movements are established based on the following criteria:

- Signalized intersections:
 - Volume to Capacity (v/c) ratio of 0.85 or greater for overall intersection operations, through movements and shared through/turning movements
 - v/c ratio of 0.95 or greater for exclusive turning movements
 - 95th percentile queue exceeds the available storage length
- Unsignalized intersections:
 - Level of Service of E or F.
 - 95th percentile queue exceeds the available storage length

It should be noted that the peak hour factor (PHF) was calculated from the provided turning movement counts (TMC's).

4. Existing Conditions

4.1 Field Investigation

A field investigation was conducted by CIMA+ on September 11th, 2025, with the intent of performing the following tasks:

- A sight distance review of the access/egress at the Kawartha Lakes City Hall to identify if there are any sightline deficiencies;
- Collect and confirm all necessary information to support the operational analysis in the event Google Maps aerial imagery is not up to date; and
- Observe road user behaviour to identify potential safety concerns.

The results of the sight distance review and safety assessment are summarized in the subsections below.

4.1.1 Sightline Assessment

The criterion for assessing sightlines is outlined in Chapter 9 of the Transportation Association of Canada Geometric Design Guide for Canadian Roads 2017 (TAC) includes the following:

- 4.4 metres setback from edge of the nearest travel lane.
- 0.6 metres to represent vehicle headlight height; and
- 1.08 metres to represent driver eye height for a driver of a passenger car; and
- 1.80 meters to represent driver eye height for a driver of a large single unit truck or bus.

Additionally, the minimum stopping sight distance (SSD) and recommended intersection sight distance (ISD) were used to assess sightlines. The minimum stopping sight distance represents the minimum distance required in order for a motorist to stop in response to an unforeseen hazard, while the intersection sight distance provides sufficient time for the minor-road vehicle to accelerate from a stop and complete a left turn without unduly interfering with major road traffic operations.

In TAC Chapter 2, the minimum SSD on a level grade is a function of brake reaction time, design speed of roadway, and deceleration rate. The sections of Cambridge Street North and Francis Streets adjacent to the subject site have an unposted speed limit of 50 km/h, with an assumed design speed of 60 km/h (posted speed limit plus 10km/h). The result is a minimum SSD of **85 metres**.

The procedure for determining ISD at intersections depends on the type of traffic control. For the proposed site access, this study used the procedure for Case B - Intersections with Stop Control on the Minor Road. Case B1 for left-turns from a stop recommends a slightly more conservative sight distance compared to Case B2 for right-turns from a stop. Using the ISD formula provided in Chapter 9 for Case B1 and the time gap for a single-unit truck or bus to cross one lane, the resulting minimum ISD is approximately **160 metres**.

Results for the sightline assessments are shown in **Table 4-1**.

Table 4-1: Sight Distance Summary

Access	Direction Looking (Left/Right)	Sight Distance (m) from Eye Height	
		1.08 m	1.80 m
Cambridge Street North & City Hall Access	Right	165	165
	Left	15	15
Francis Street & City Hall Access	Right	170	165
	Left	170	165

The sight distance assessment indicates a potential issue with sightlines towards the left at the City Hall access on Cambridge Street North. The driveway is located near the Colborne Street West and Cambridge Street North intersection and therefore drivers exiting the driveway only have 15m of sight distance to react to vehicles on Colborne Street West turning eastbound right at the intersections. Furthermore, as shown in **Figure 4-1** the vegetation and building in the southeast quadrant of the intersection restrict the sight distance to react to vehicles turning westbound left at the intersection to 65m. Even considering the lower ISD requirements due to the slower speed at which drivers make right and left turns, the ISD requirements are not met. The SSD requirements are met, however, when considering the slower turning speeds.

It should be further noted that the driveway does not meet the minimum 15m corner clearance recommended in Figure 8.8.2 of the TAC Geometric Design Guide for Canadian Roads.



Figure 4-1: Cambridge Street North & City Hall Access Left Sightline

As shown in **Figure 4-2**, looking right the sightline is somewhat clear, drivers can see to the next intersection and beyond, with the vegetation pictured in the figure below only serving as a partial obstruction.



Figure 4-2: Cambridge Street North & City Hall Access Right Sightline

At the Francis Street & City Hall Access, sightlines were also reviewed assuming the entrance becomes an exit. The adjacent intersections are approximately 57 meters to the left and 67 meters to the right of the driveway. Both sightlines are clear, however, there could be obstruction to sightlines if there were vehicles parking on-street directly adjacent to the proposed exit.

4.1.2 Safety Assessment

As part of the site visit on September 11th, 2025, observations were recorded regarding potential safety issues within the study area. There were no safety issues noted at the Colborne Street West and Victoria Street North intersection, which is the only signalized intersection in the study area. However, several situations were observed on site which may lead to potentially unsafe conditions which should be considered as part of the redesign of the site:

- Despite the presence of no entry signage at the existing exit-only driveway (see **Figure 4-3**), a few drivers were observed entering via the exit-only driveway. The installation of an exit-only gate could mitigate this issue.



Figure 4-3: No Entry Signs at Cambridge Street North Driveway

- With the proposed reconfiguration of the Francis Street driveway as an exit-only access, there is the potential for on-street parking on the north side of the street to block the sightlines of drivers exiting the site. **Figure 4-4** shows the intersection sight distance triangles for this driveway. It is expected that the presence of stop-control on Francis Street at both Victoria Avenue North and Cambridge Street North will result in relatively slow vehicle speeds along this section of the street and therefore the potential for sightline blockages is not a significant concern.

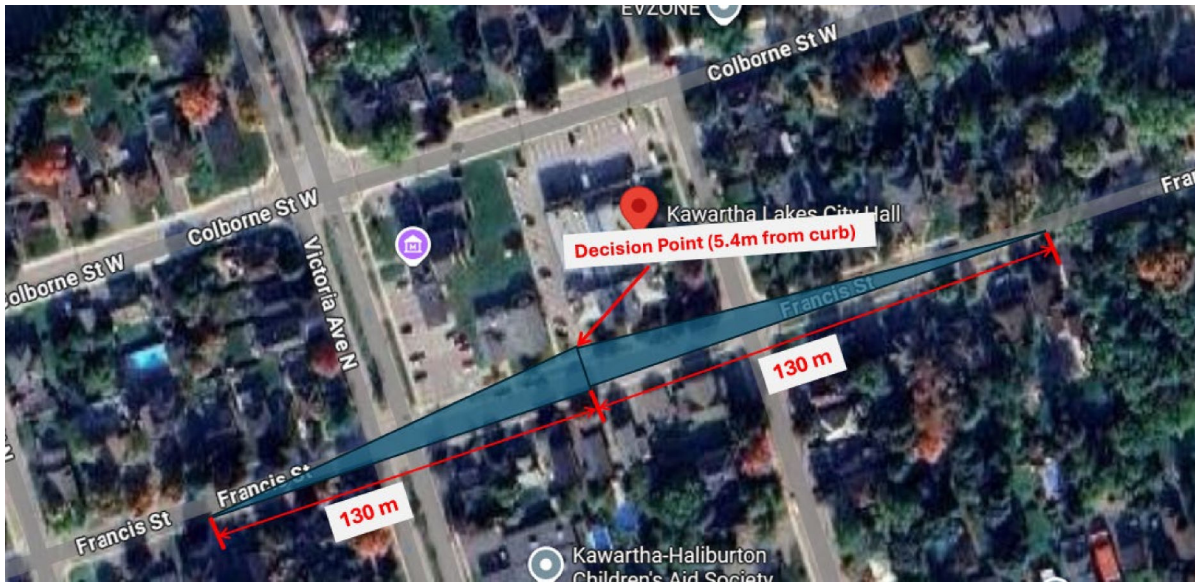


Figure 4-4: Sight Distance Triangles from Francis Street Driveway

- A driver was observed reversing out of the site via the entry-only driveway after failing to observe empty parking spaces on the west side of the building. The parking spaces on the west side of the building are shown in **Figure 4-5**. It is possible that the driver was unaware of additional parking available on the north side of the building. Providing signage to advise drivers of the presence of additional parking on the other side of the building may mitigate this issue. An entry-only gate may also prevent this type of behaviour but may result in queue spillback onto the public road network and is therefore not recommended.



Figure 4-5: Parking Spaces West of City Hall Building

- The northwest corner of the building creates a blind corner where a person walking along the north side of the building to their vehicle on the west side of the building and a driver travelling through the parking lot along the west side of the building may not be able to see each other in time to avoid a collision, as shown in **Figure 4-6**. This is a potentially dangerous situation, especially given that many senior citizens were observed going to and from the city hall while on site. Alternative 1 and 2 effectively eliminate the blind corner by reversing internal traffic flow. This places both drivers and pedestrians on the north side of the building where they can see each other before going around the corner. If internal traffic flow was not reversed, warning signs, speed humps, and/or a convex mirror would help mitigate this issue.



Figure 4-6: Blind Corner at Northwest Corner of City Hall Building

4.2 Traffic Operations

The following section summarizes traffic operations under existing conditions. Existing intersection operations were analyzed using the lane configurations illustrated in **Figure 4-7**.

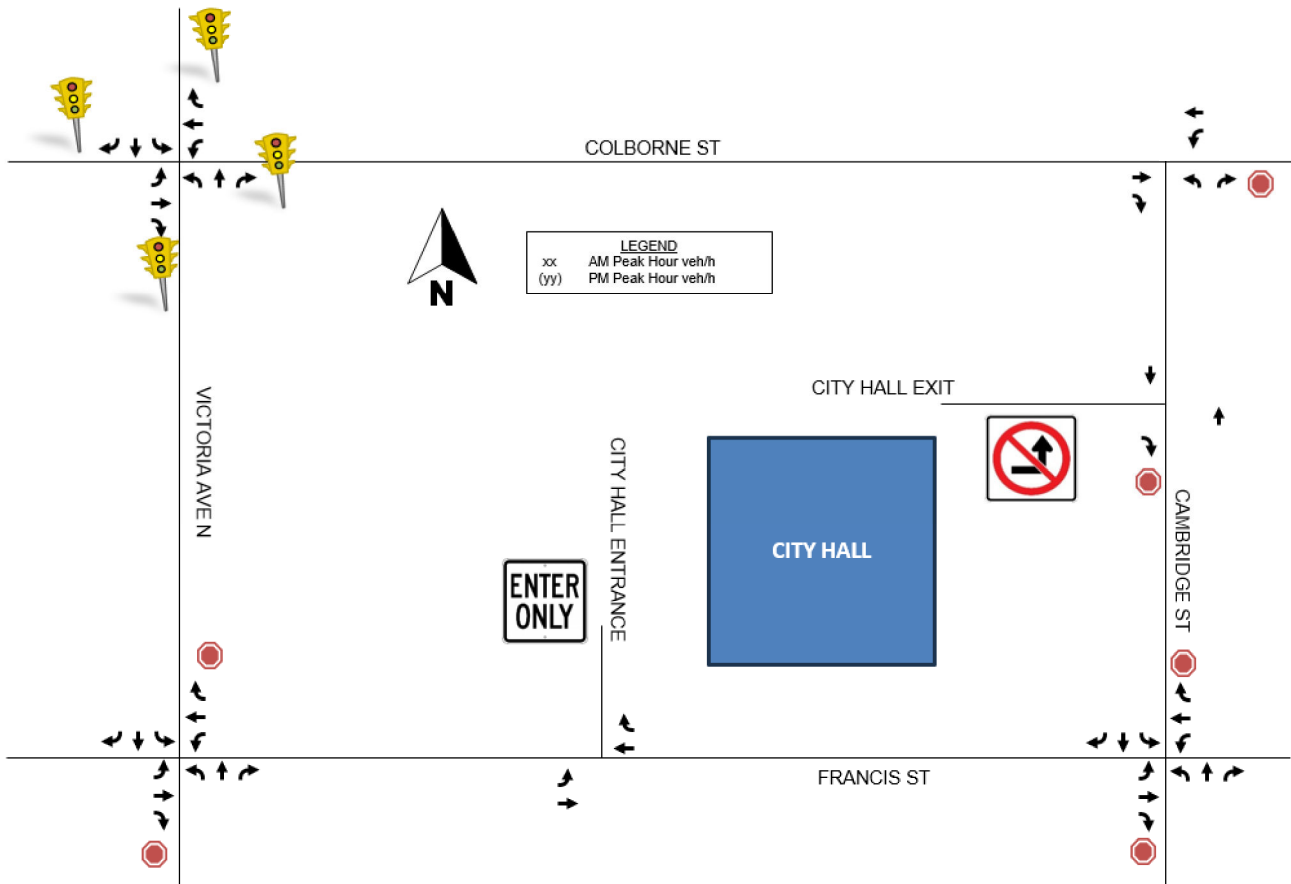


Figure 4-7: Existing Lane Configuration

Turning movement counts (TMCs) for the study area intersections were obtained from a number of sources, as noted in Section 1.1. Ontario Traffic Inc. (OTI) collected counts at the Cambridge Street North / Francis Street and Victoria Avenue North / Francis Street intersections, while the City of Kawartha Lakes provided counts for the Colborne Street West / Cambridge Street North and Colborne Street West / Victoria Avenue North intersections.

To estimate traffic volumes at the existing site entrance and exit, a volume balancing exercise was undertaken. This process involved reconciling the differences between observed counts at adjacent intersections to ensure that inflow and outflow volumes matched across the network. Given that the counts at the intersections of Colborne Street West / Cambridge Street North, Cambridge Street North / Francis Street and Victoria Avenue North / Francis Street were collected on the same day, it can be assumed that any imbalance was due to traffic entering/exiting the City Hall parking lot.

It should be noted that the traffic counts at Victoria and Colborne were from 2024 and not 2025 like the remainder of the data, and so these counts were grown by 3% as per the population growth projections for Lindsay, Ontario. A balancing process was subsequently

completed to reconcile any differences between inflow and outflow volumes with the adjacent intersections. The final balanced traffic volumes are shown in **Figure 4-8**.

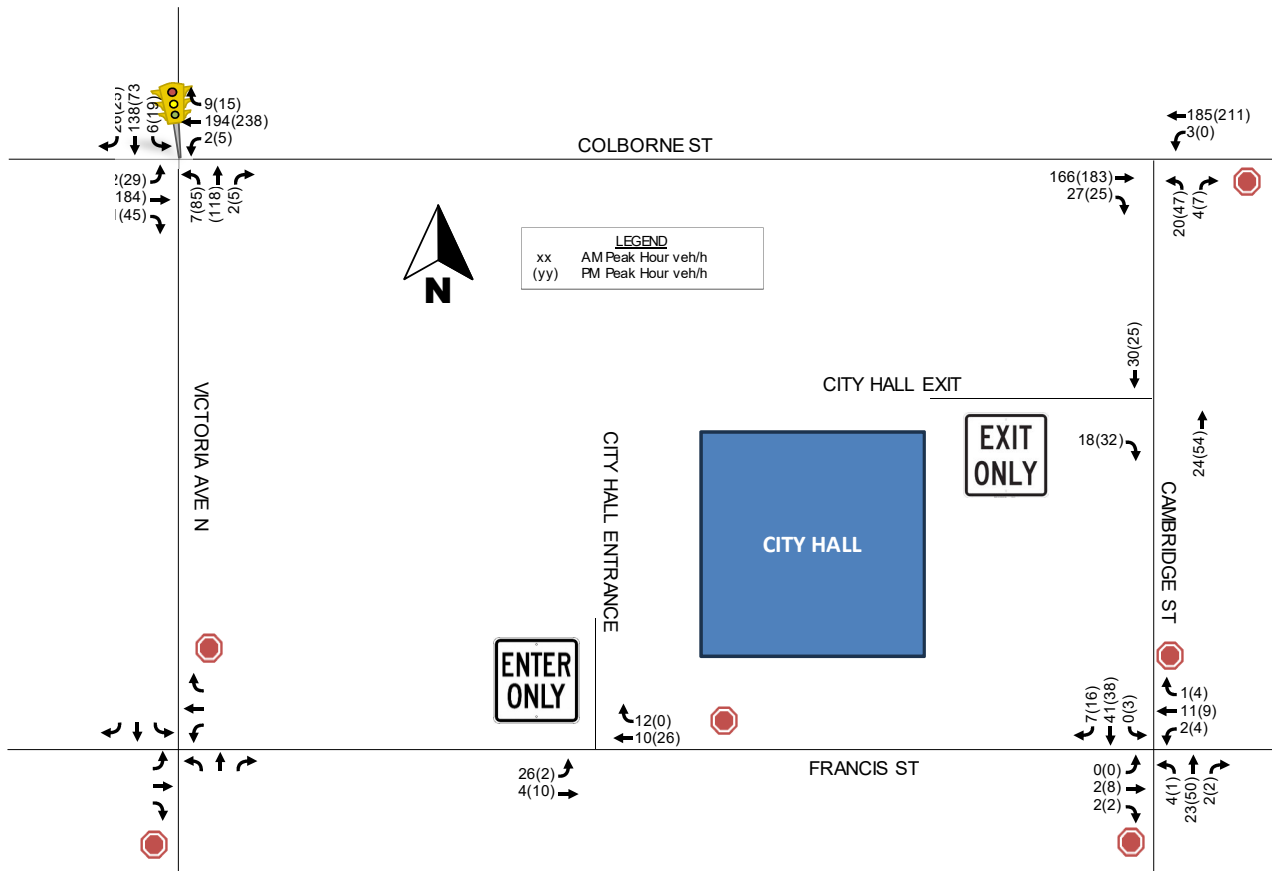


Figure 4-8: 2025 Existing Traffic Volumes

Traffic operations were analyzed using Synchro 11 and SimTraffic software. Volume to capacity ratio (v/c), level of service (LOS), delay, and 95th percentile queues were reviewed. The results are summarized in **Table 4-2**. It should be noted that the available storage capacity was measured based on aerial imagery and confirmed during the field visit. Synchro/SimTraffic outputs are available in **Appendix B**.

Table 4-2: Existing 2025 Traffic Operations [AM (PM)]

Intersection	Movement	Storage (m)	LOS	V/C	Delay (s)	95th Queue (m)
1: Victoria Ave & Colborne St	EBL	20	A (A)	0.04 (0.06)	4.5 (4.7)	10.6 (14.1)
	EBT+EBR	-	A (A)	0.24 (0.27)	5.3 (5.5)	33.0 (32.6)
	WBL	20	A (A)	(0.00) 0.01	4.4 (4.5)	3.2 (5.0)
	WBT+WBR	-	A (A)	0.20 (0.30)	5.2 (5.7)	28.2 (30.0)
	NBL	-	B (C)	0.14 (0.48)	19.3 (21.7)	15.2 (24.9)
	NBT+NBR	-	B (C)	0.21 (0.47)	19.6 (20.8)	20.6 (30.5)
	SBL	-	B (B)	0.03 (0.11)	18.6 (18.4)	6.9 (14.8)
	SBT+SBR	-	C (B)	0.51 (0.32)	22.1 (19.6)	33.0 (24.8)
	OVERALL	-	B (B)	0.30 (0.35)	10.9 (11.3)	- (-)
2: Cambridge St & Colborne St	EBT+EBR	-	- (-)	0.13 (0.13)	- (-)	1.3 (1.2)
	WBT+WBL	-	A (A)	- (-)	0.1 (-)	2.9 (0.0)
	NBL+NBR	-	B (B)	0.05 (0.10)	11.1 (11.8)	12.6 (13.9)
	OVERALL	-	A (A)	- (-)	0.7 (1.4)	- (-)
3: Victoria Ave & Francis St	EBL+EBT+EBR	-	B (B)	0.01 (0.01)	10.5 (10.7)	7.2 (6.2)
	WBL+WBT+WBR	-	B (B)	0.02 (0.04)	10.5 (10.0)	8.6 (11.8)
	NBL+NBT+NBR	-	A (A)	- (-)	0.1 (0.1)	1.3 (1.2)
	SBL+SBT+SBR	-	A (A)	0.01 (0.00)	0.8 (0.3)	2.9 (1.8)
	OVERALL	-	A (A)	- (-)	1.1 (1.1)	- (-)
4: Cambridge St & Francis St	EBL+EBT+EBR	-	A (A)	0.01 (0.01)	9.3 (9.5)	7.9 (8.0)
	WBL+WBT+WBR	-	A (A)	0.02 (0.02)	9.6 (9.4)	11.3 (12.1)
	NBL+NBT+NBR	-	A (A)	- (-)	1.0 (0.1)	1.3 (1.3)
	SBL+SBT+SBR	-	- (A)	- (-)	0.0 (0.4)	0.0 (1.9)
	OVERALL	-	A (A)	- (-)	2.1 (2.1)	- (-)
5: Francis St & City Hall Entrance	EBL+EBT	-	A (A)	0.02 (0.00)	6.4 (1.1)	2.3 (1.3)
	WBT+WBR	-	- (-)	0.01 (0.02)	- (-)	- (-)
	OVERALL	-	- (-)	- (-)	- (-)	- (-)
6: Cambridge St & City Hall Exit	EBR	-	A (A)	0.02 (0.03)	8.5 (8.6)	11.8 (14.4)
	NBT	-	- (-)	0.02 (0.03)	- (-)	3.0 (6.6)
	SBT	-	- (-)	0.02 (0.02)	- (-)	0.0 (1.2)
	OVERALL	-	A (A)	- (-)	2.2 (2.5)	- (-)

The results indicate that all movements are operating at an acceptable level of service and that all 95th percentile queues can be accommodated within the existing storage capacity.

5. Proposed Conditions

The following section summarizes 2025 traffic operations under the two alternative configurations. A qualitative review of the proposed on-street parking has also been completed.

As noted previously in Section 2, the two alternatives are as follows:

- **Alternative 1:** Internal traffic flow is inverted with entry via the Cambridge Street North driveway and exit via the Francis Street driveway. Cambridge Street North maintains its existing two-way traffic flow.
- **Alternative 2:** Internal traffic flow is inverted similar to Alternative 1, but Cambridge Street North is restricted to northbound traffic only between Francis Street and Colborne Street West.

It should be noted that the City of Kawartha Lakes Official Plan Schedule H-1 indicates that in the future a bridge may be provided across the Scugog River to connect Colborne Street West to Colborne Street East. This bridge connection could have a significant impact on traffic flows on Colborne Street West but given that this study is focused on Existing 2025 Traffic conditions only the impact of the bridge connection has not been accounted for in the analysis of proposed conditions.

5.1 Site-Generated Traffic

The City of Kawartha Lakes indicated that the redesigned City Hall was estimated to generate a total of 100 vehicle trips during the peak hours, comprised of 45 vehicles directly entering or exiting City Hall, 20 vehicles parking on Francis Street, 15 vehicles parking on Cambridge Street, and 20 vehicles parking on Colborne Street. Vehicles were assumed to enter and exit within the hour, resulting in 100 inbound trips and 100 outbound trips.

Based on a review of existing traffic patterns within the study area, it is expected that site-generated traffic will be distributed as follows:

- 30% to/from the West via Colborne Street West
- 30% to/from the East via Colborne Street West
- 15% in the AM peak and 20% in the PM peak to/from the North via Victoria Street North
- 20% in the AM peak and 15% in the PM peak to/from the South via Victoria Street North
- 5% to/from the South via Cambridge Street North

Vehicles parking on-street were assumed to approach the on-street parking from a logical direction and when departing they were assumed to continue in the same direction (e.g., travel westbound to park on the north side of the road then continue westbound when departing). Given this directional constraint, some site-generated trips loop around the block in order to park on-street.

Figure 5-1 and **Figure 5-2** illustrate the site-generated traffic volumes for Alternative 1 and 2, respectively. The assignment of trips for Alternative 2 has taken into consideration that Cambridge Street North is restricted to northbound traffic only between Francis Street and Colborne Street West under this alternative.

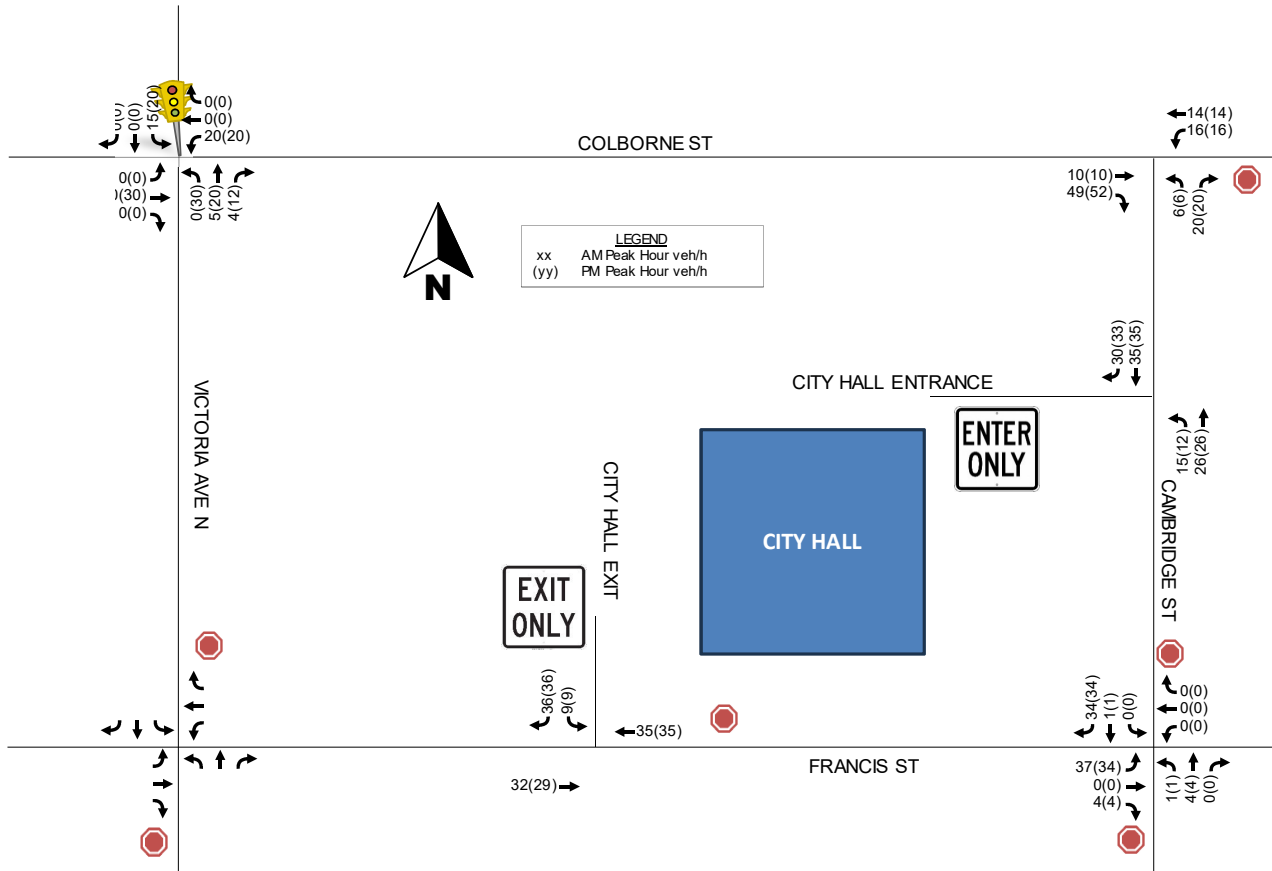


Figure 5-1: Alternative 1 Site-Generated Traffic

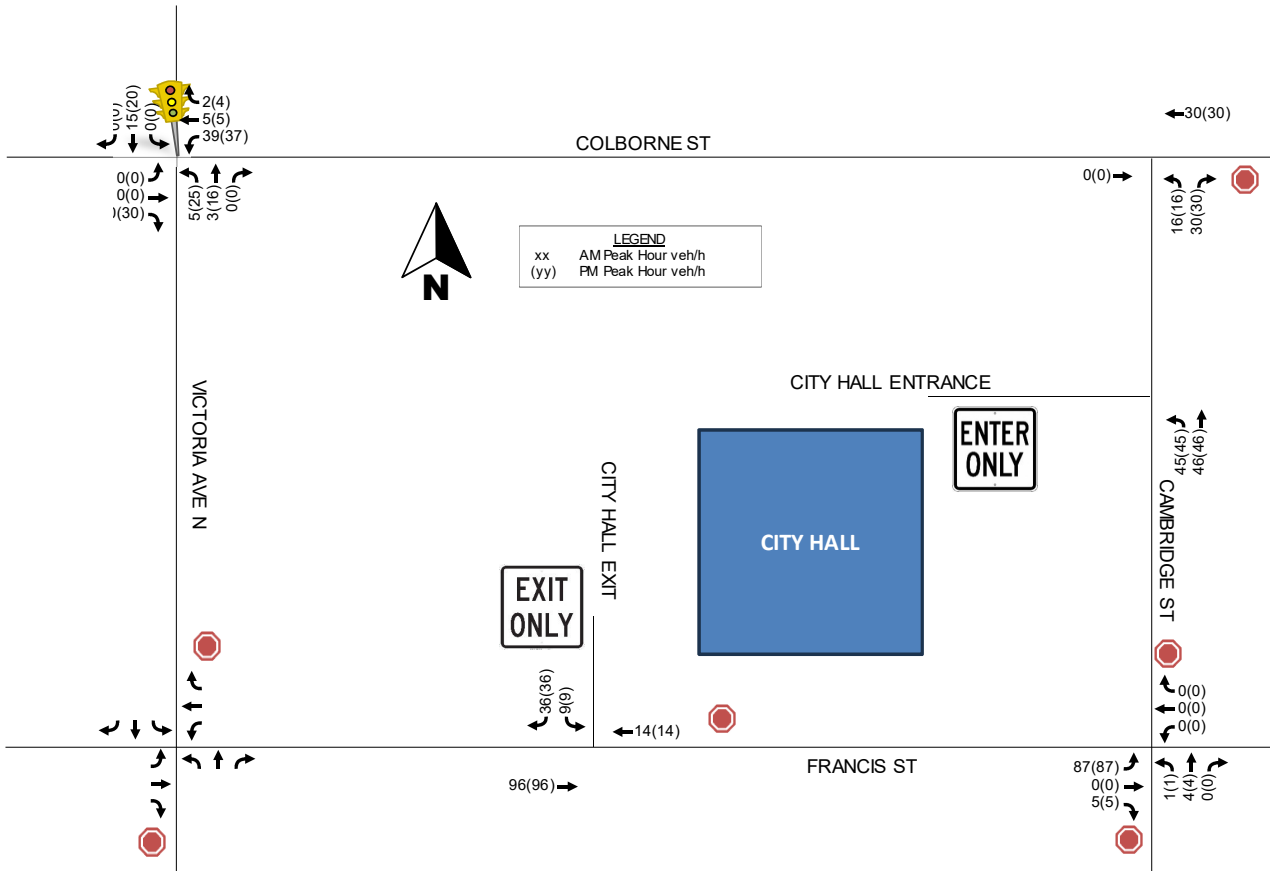


Figure 5-2: Alternative 2 Site-Generated Traffic

5.2 Total Traffic Volume Development

Total (Existing Plus Site-Generated) Traffic volumes for the two alternatives were developed through a stepwise process to ensure a fully balanced network. As a first step, all existing entering and exiting volumes associated with the City Hall site were removed from the base traffic counts. Beyond the site accesses, existing site-generated traffic was assumed to be distributed throughout the network in accordance with observed traffic patterns.

Next, the Alternative 1 and 2 site-generated traffic volumes were introduced into the network (see **Figure 5-1** and **Figure 5-2**). Additionally, for Alternative 2 all southbound traffic on Cambridge Street North between Francis Street and Colborne Street West was reassigned to Victoria Avenue North.

The resulting Total Traffic volumes for Alternative 1 and 2 are shown in **Figure 5-3** and **Figure 5-4**.

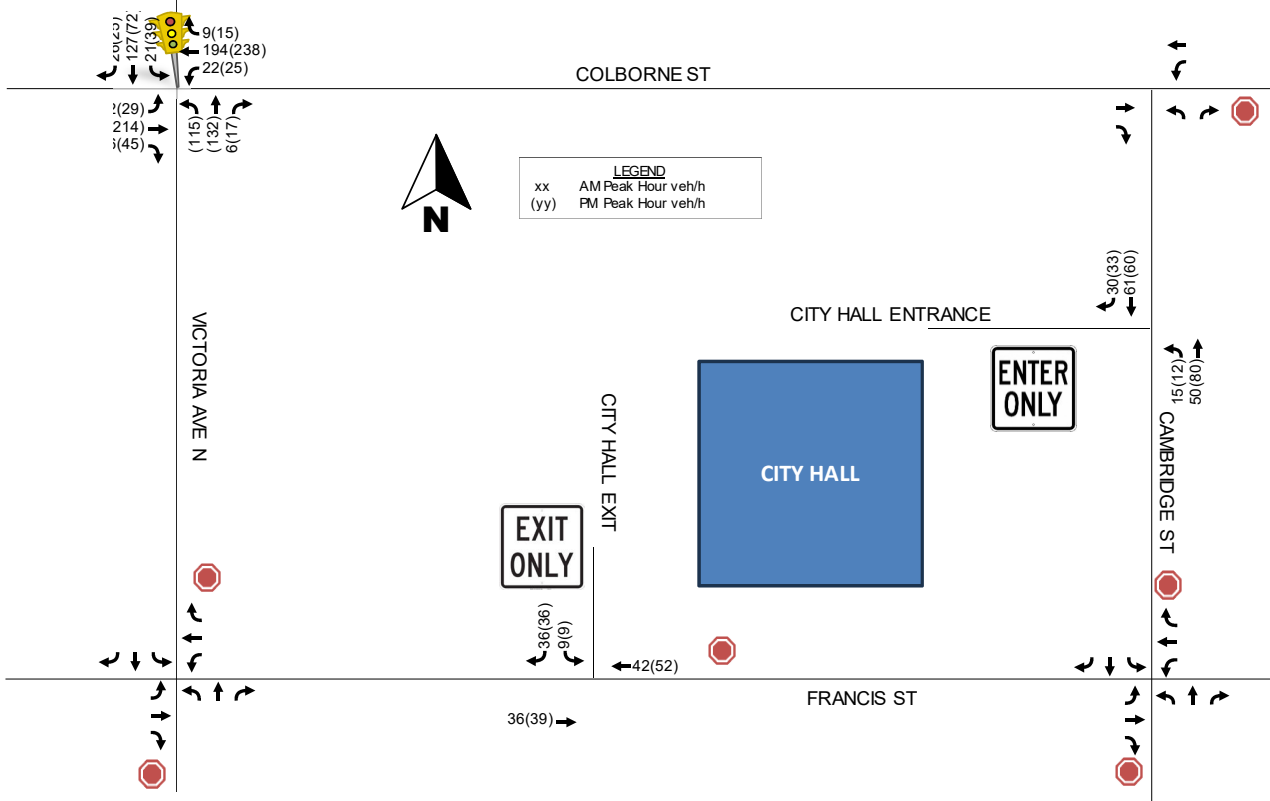


Figure 5-3: Alternative 1 Total Traffic Volumes

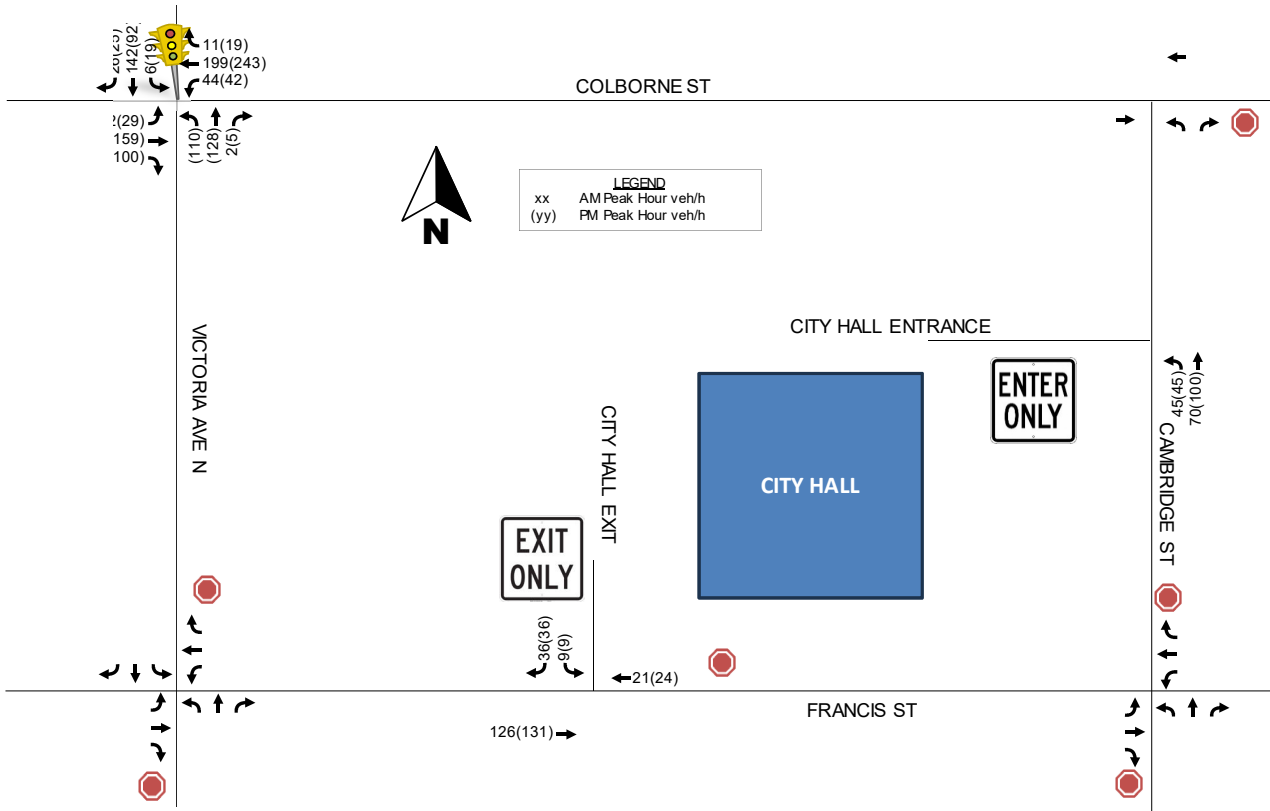


Figure 5-4: Alternative 2 Total Traffic Volumes

5.3 Traffic Operation Results

Traffic operations were analyzed using Synchro 11 and SimTraffic software. Volume to capacity ratio (v/c), level of service (LOS), delay, and 95th percentile queues were reviewed.

5.3.1 Alternative 1 (Two-Way Cambridge Street North) Results

Table 5-1 shows the Synchro 11 and SimTraffic results for Alternative 1. Synchro/SimTraffic outputs are available in **Appendix C**.

Table 5-1: Alternative 1 Traffic Operations [AM(PM)]

Intersection	Movement	Storage (m)	LOS	V/C	Delay (s)	95th Queue (m)
1: Victoria Ave & Colborne St	EBL	20	A (A)	0.03 (0.07)	4.5 (6.3)	11.8 (12.2)
	EBT+EBR	-	A (A)	0.26 (0.34)	5.4 (7.6)	35.3 (38.2)
	WBL	20	A (A)	0.04 (0.06)	4.5 (6.2)	11.8 (11.6)
	WBT+WBR	-	A (A)	0.20 (0.33)	5.1 (7.6)	27.9 (34.4)
	NBL	-	C (B)	0.29 (0.49)	20.5 (19.7)	21.7 (30.2)
	NBT+NBR	-	C (B)	0.28 (0.42)	20.0 (18.5)	26.5 (33.2)
	SBL	-	B (B)	0.10 (0.18)	19.0 (17.0)	12.4 (18.9)
	SBT+SBR	-	C (B)	0.48 (0.24)	21.7 (17.2)	32.2 (26.0)
	OVERALL	-	B (B)	0.31 (0.39)	11.3 (12.0)	- (-)
2: Cambridge St & Colborne St	EBT+EBR	-	A (A)	0.17 (0.17)	0.0 (0.0)	0.8 (0.0)
	WBT+WBL	-	A (A)	0.02 (0.01)	0.8 (0.7)	9.6 (11.4)
	NBL+NBR	-	B (B)	0.09 (0.15)	11.4 (12.4)	14.3 (16.0)
	OVERALL	-	A (A)	- (-)	1.5 (2.0)	- (-)
3: Victoria Ave & Francis St	EBL+EBT+EBR	-	B (B)	0.01 (0.01)	10.7 (11.3)	3.9 (7.6)
	WBL+WBT+WBR	-	A (B)	0.11 (0.13)	9.9 (10.4)	13.1 (12.8)
	NBL+NBT+NBR	-	A (A)	- (-)	0.1 (0.1)	1.3 (1.8)
	SBL+SBT+SBR	-	A (A)	0.01 (0.02)	0.7 (1.2)	3.1 (5.8)
	OVERALL	-	A (A)	- (-)	2.4 (2.6)	- (-)
4: Cambridge St & Francis St	EBL+EBT+EBR	-	A (A)	0.07 (0.06)	9.4 (9.5)	16.2 (14.5)
	WBL+WBT+WBR	-	A (A)	0.01 (0.02)	9.5 (9.5)	9.1 (11.2)
	NBL+NBT+NBR	-	A (A)	- (-)	0.7 (0.2)	1.3 (0.0)
	SBL+SBT+SBR	-	A (A)	- (-)	0.0 (0.1)	- (-)
	OVERALL	-	A (A)	- (-)	3.6 (3.5)	- (-)
	EBT	-	A (A)	0.02 (0.02)	- (-)	- (-)
	WBT	-	A (A)	0.03 (0.03)	- (-)	- (-)

Intersection	Movement	Storage (m)	LOS	V/C	Delay (s)	95th Queue (m)
5: Francis St & City Hall Entrance	SBL+SBR	-	A (A)	0.05 (0.05)	8.8 (8.8)	13.1 (14.8)
	OVERALL	-	A (A)	- (-)	3.2 (2.9)	- (-)
6: Cambridge St & City Hall Exit	NBL+NBT	-	A (A)	0.01 (0.01)	1.8 (1.0)	5.1 (9.8)
	SBT+SBR	-	- (-)	0.06 (0.06)	- (-)	4.0 (1.3)
	OVERALL	-	A (A)	- (-)	0.7 (0.5)	- (-)

The traffic operation results indicate that all movements are operating well within capacity under Alternative 1.

5.3.2 Alternative 2 (Northbound-Only Cambridge Street North) Results

Table 5-2 shows the Synchro 11 and SimTraffic results for Alternative 2. Synchro/SimTraffic outputs are available in **Appendix D**.

Table 5-2: Alternative 2 Traffic Operations [AM(PM)]

Intersection	Movement	Storage (m)	LOS	V/C	Delay (s)	95th Queue (m)
1: Victoria Ave & Colborne St	EBL	20	A (A)	0.04 (0.07)	5.6 (6.3)	11.8 (12.6)
	EBT+EBR	-	A (A)	0.27 (0.33)	6.7 (7.5)	34.8 (34.8)
	WBL	20	A (A)	0.08 (0.10)	5.8 (6.4)	17.1 (17.8)
	WBT+WBR	-	A (A)	0.22 (0.35)	6.4 (7.6)	29.3 (34.8)
	NBL	-	B (B)	0.21 (0.48)	18.1 (19.6)	18.7 (30.9)
	NBT+NBR	-	B (B)	0.20 (0.38)	17.8 (18.2)	20.8 (30.6)
	SBL	-	B (B)	0.02 (0.09)	16.8 (16.4)	6.1 (12.0)
	SBT+SBR	-	B (B)	0.42 (0.31)	19.4 (17.7)	34.8 (26.8)
	OVERALL	-	B (B)	0.32 (0.39)	10.9 (11.7)	- (-)
2: Cambridge St & Colborne St	EBT	-	A (A)	0.11 (0.12)	- (-)	- (-)
	WBT	-	A (A)	0.15 (0.16)	- (-)	- (-)
	NBL+NBR	-	B (B)	0.07 (0.12)	10.6 (11.3)	13.4 (16.1)
	OVERALL	-	A (A)	- (-)	1.6 (2.2)	- (-)
3: Victoria Ave & Francis St	EBL+EBT+EBR	-	B (B)	0.01 (0.02)	12.0 (13.3)	6.2 (6.9)
	WBL+WBT+WBR	-	B (B)	0.09 (0.11)	10.8 (11.1)	12.6 (13.8)
	NBL+NBT+NBR	-	A (A)	- (-)	0.1 (0.1)	2.2 (2.3)
	SBL+SBT+SBR	-	A (A)	0.08 (0.09)	3.2 (4.1)	7.9 (11.5)
	OVERALL	-	A (A)	- (-)	3.4 (3.5)	- (-)
	EBL+EBT+EBR	-	A (A)	0.17 (0.15)	9.6 (9.5)	21.3 (15.8)

Intersection	Movement	Storage (m)	LOS	V/C	Delay (s)	95th Queue (m)
4: Cambridge St & Francis St	WBL+WBT+WBR	-	A (A)	0.01 (0.02)	9.2 (9.3)	7.2 (11.1)
	NBL+NBT+NBR	-	A (A)	- (-)	0.7 (0.2)	- (-)
	OVERALL	-	A (A)	- (-)	7.8 (6.8)	- (-)
5: Francis St & City Hall Entrance	EBT	-	A (A)	0.08 (0.08)	- (-)	- (-)
	WBT	-	A (A)	0.01 (0.02)	- (-)	- (-)
	SBL+SBR	-	A (A)	0.05 (0.05)	8.8 (8.8)	13.3 (14.7)
	OVERALL	-	A (A)	- (-)	2.1 (2.0)	- (-)
6: Cambridge St & City Hall Exit	NBL+NBT	-	A (A)	0.03 (0.03)	3.0 (2.4)	7.3 (9.3)
	OVERALL	-	A (A)	- (-)	3.0 (2.4)	- (-)

As observed for Alternative 1, the traffic operations analysis results for Alternative 2 indicate that all movements will be operating well within capacity and no storage capacity issues are anticipated.

5.4 Parking Review

A potential concern associated with the on-street parking around City Hall is that drivers may encounter a situation in which all on-street parking on Cambridge Street North or Francis Street is occupied. In this event, drivers may choose to make a 3-point turn to backtrack and enter the City Hall’s off-street parking lot rather than circle around the block. Although this type of driving behaviour is undesirable and can interrupt traffic flow, these are local roads where maintaining uninterrupted traffic flow is not a high priority and traffic volumes are relatively low. As such, no mitigation measures are recommended to prevent this type of driving behaviour.

On-street parking is also provided on Colborne Street West, but it is not expected that drivers will attempt 3-point turns on Colborne Street West if all on-street parking is full given that it is a busy arterial road. In this situation, drivers are more likely to choose to circle around the block to find alternative parking arrangements.

5.5 Recommendations

Traffic operations for both Alternative 1 and 2 are well below critical thresholds. This suggests that from a traffic operations perspective, both alternatives are equally viable. The sightline and safety review also generally indicate that the proposed redesign will address a number of safety issues that were observed. With respect to parking, some minor concerns have been noted, but no mitigation measures are recommended.

A potential safety concern associated with Alternative 1, however, is the short throat length of the entrance driveway and the minimal separation between the driveway and Colborne Street West. If there were ever any internal circulation blockages (e.g., a vehicle reversing out of a parking space and temporarily blocking the drive aisle), there would only be sufficient throat length for one vehicle to queue before the queue would spillback and block traffic on Cambridge Street North. Vehicles turning from Colborne Street West to Cambridge Street North may not be expecting to encounter stopped vehicles immediately after completing their turn which could increase the risk for collisions. For this reason, Alternative 2 is the preferred alternative from a transportation safety perspective. The probability and potential severity of this safety issue is not significant, however, and therefore Alternative 1 is supportable if it is the preferred alternative due to non-transportation-related reasons.

6. Conclusion

Two alternative configurations are proposed for the redesign of the City of Kawartha Lakes City Hall. Alternative 1 proposes to invert internal traffic flow by making the Cambridge Street North driveway into an entrance and changing the Francis Street driveway into an exit. Alternative 2 is similar to Alternative 1, but it also proposes to restrict Cambridge Street North to northbound-only traffic between Francis Street and Colborne Street West.

The City of Kawartha Lakes has estimated that the redesigned City Hall will generate 100 vehicle trips during the peak hours, of which 45 will use the internal parking lot, 20 will park on-street on Colborne Street West, 20 will park on-street on Francis Street, and 15 will park on-street on Cambridge Street North. For the purposes of this study, it was assumed that all vehicles would enter and exit the site within less than an hour. The results of the intersection capacity analysis indicate that traffic operations under both alternatives are well below critical thresholds.

Both alternative configurations are expected to mitigate many of the sightline and safety concerns that were observed during the site visit. Some minor concerns were also noted with respect to parking, but no mitigation measures were recommended. Alternative 1, however, potentially introduces a new safety hazard due to the combination of the short throat length at the entrance driveway and the proximity of the driveway to Colborne Street West. For this reason, Alternative 2 is the preferred alternative from a transportation safety perspective. The probability and potential severity of this safety hazard is not significant, however, and therefore Alternative 1 is supportable if it is the preferred alternative due to non-transportation-related reasons.

A

Appendix A Turning Movement Counts





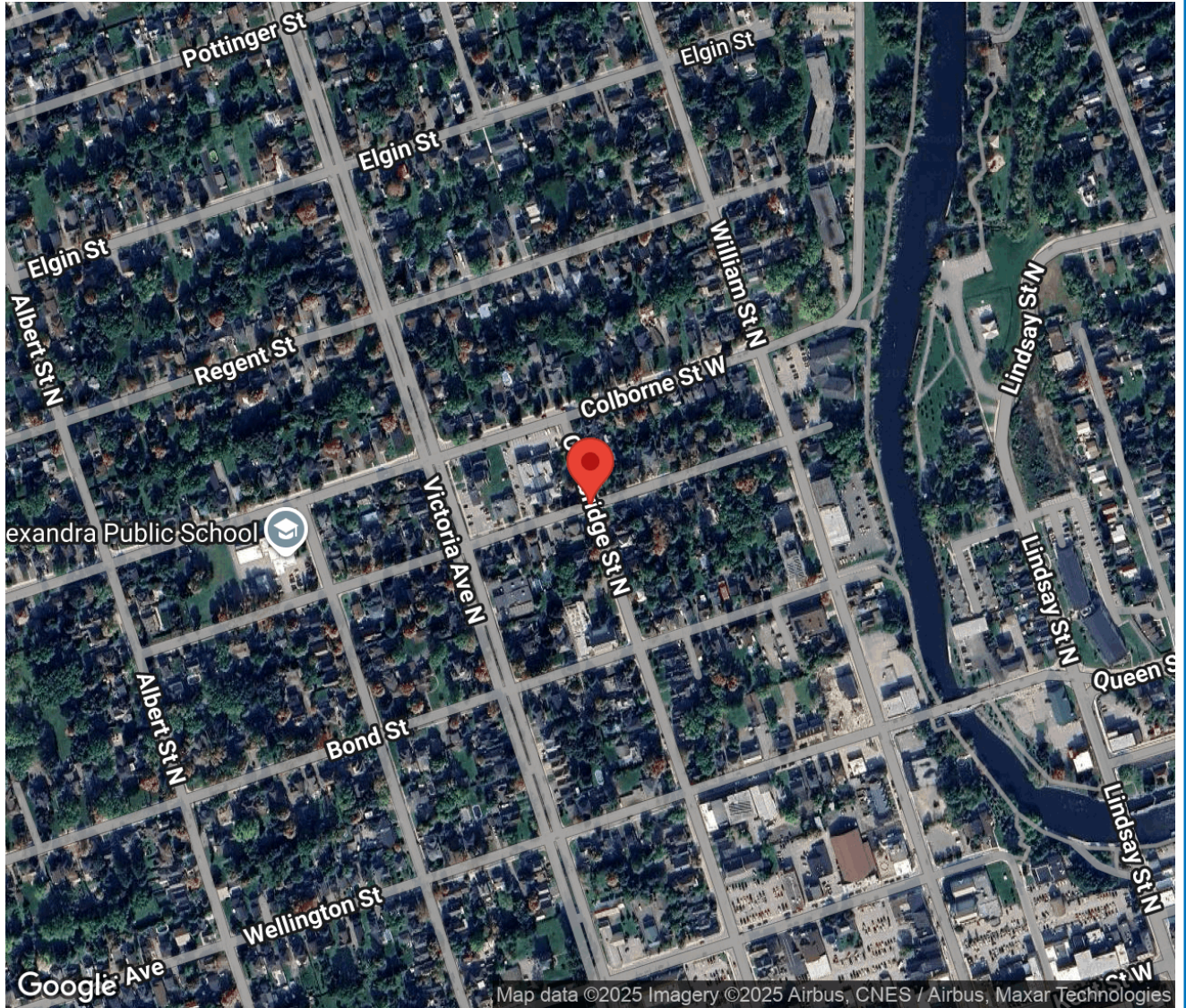
Project #25-253 - CIMA+

Intersection Count Report

Intersection: Cambridge St N & Francis St
Municipality: Kawartha Lakes
Count Date: Wednesday, Aug 06, 2025
Site Code: 2525300001
Count Categories: Cars, Trucks, Bicycles, Pedestrians
Count Period: 07:00-10:00, 12:00-14:00, 15:00-18:00
Weather: Clear
Comments:

Traffic Count Map

Intersection: Cambridge St N & Francis St
Site Code: 2525300001
Municipality: Kawartha Lakes
Count Date: Aug 06, 2025



Traffic Count Summary

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

Cambridge St N - 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	0	9	2	0	11	1	3	9	0	0	12	1	23
08:00 - 09:00	0	35	7	0	42	3	4	14	2	0	20	3	62
09:00 - 10:00	0	26	4	0	30	2	1	26	0	0	27	0	57
BREAK													
12:00 - 13:00	1	29	13	0	43	3	4	39	0	0	43	3	86
13:00 - 14:00	1	39	7	0	47	0	2	27	2	0	31	4	78
BREAK													
15:00 - 16:00	5	37	4	0	46	0	1	38	0	0	39	0	85
16:00 - 17:00	2	38	10	0	50	0	3	44	2	0	49	1	99
17:00 - 18:00	4	23	2	0	29	2	0	39	3	0	42	0	71
GRAND TOTAL	13	236	49	0	298	11	18	236	9	0	263	12	561

Traffic Count Summary

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

Francis 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	1	3	0	0	4	0	0	1	1	0	2	3	6
08:00 - 09:00	2	11	1	0	14	9	0	2	2	0	4	3	18
09:00 - 10:00	1	4	0	0	5	3	2	5	2	0	9	1	14
BREAK													
12:00 - 13:00	1	5	2	0	8	1	1	1	5	0	7	13	15
13:00 - 14:00	2	4	4	0	10	0	1	3	3	0	7	14	17
BREAK													
15:00 - 16:00	1	2	2	0	5	0	0	1	1	0	2	2	7
16:00 - 17:00	4	4	1	0	9	4	1	9	2	0	12	10	21
17:00 - 18:00	4	3	5	0	12	3	0	4	2	0	6	3	18
GRAND TOTAL	16	36	15	0	67	20	5	26	18	0	49	49	116

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

North Approach - Cambridge St N

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	0	2	0	0	1	0	0	0	0	0	0
07:15	0	1	0	0	0	0	0	0	0	0	1
07:30	0	2	1	0	0	1	0	0	0	0	0
07:45	0	3	0	0	0	0	0	0	0	0	0
08:00	0	10	3	0	0	0	0	0	0	0	1
08:15	0	13	0	0	0	0	0	0	0	0	0
08:30	0	4	1	0	1	0	0	0	0	0	1
08:45	0	7	3	0	0	0	0	0	0	0	1
09:00	0	5	0	0	0	0	0	0	0	0	0
09:15	0	11	0	0	0	0	0	0	0	0	1
09:30	0	6	0	0	0	0	0	0	0	0	0
09:45	0	4	4	0	0	0	0	0	0	0	1
SUBTOTAL	0	68	12	0	2	1	0	3	0	0	6

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

North Approach - Cambridge St N

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
12:00	1	8	6	0	0	0	0	0	0	0	0
12:15	0	10	2	0	0	0	0	0	0	0	0
12:30	0	8	3	0	0	0	0	0	0	0	3
12:45	0	3	2	0	0	0	0	0	0	0	0
13:00	1	6	2	0	0	0	0	0	0	0	0
13:15	0	11	3	0	0	0	0	0	0	0	0
13:30	0	10	0	0	0	0	0	0	0	0	0
13:45	0	9	2	0	1	0	0	2	0	2	0
SUBTOTAL	2	65	20	0	1	0	0	2	0	2	3

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

North Approach - Cambridge St N

Start Time	Cars			Trucks			Bicycles			Total Peds				
	←	↑	↻	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total			Total				
15:00	4	8	1	0	1	0	0	2	0	0	0	2	0	
15:15	1	6	2	0	1	0	0	0	0	0	0	0	0	
15:30	0	11	1	0	0	0	0	0	0	0	0	0	0	
15:45	0	8	0	0	0	0	0	0	0	0	0	0	0	
16:00	0	8	0	0	0	0	0	0	0	0	0	0	0	
16:15	0	7	1	0	0	0	0	0	0	0	0	0	0	
16:30	1	12	6	0	1	0	0	0	0	0	0	0	0	
16:45	0	10	3	0	0	0	0	0	0	0	0	0	0	
17:00	1	8	2	0	0	0	0	0	0	0	0	0	0	
17:15	0	7	0	0	0	0	0	0	0	0	0	0	0	
17:30	3	2	0	0	0	0	0	0	0	0	0	0	1	
17:45	0	4	0	0	0	0	0	2	0	0	0	2	1	
SUBTOTAL	10	91	16	1	3	0	0	4	0	4	0	4	2	
GRAND TOTAL	12	224	48	0	284	1	6	1	0	8	0	6	0	11

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

South Approach - Cambridge St N

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	1	3	0	0	0	0	0	0	0	0	0
07:15	1	1	0	0	0	0	0	0	0	0	0
07:30	0	4	0	0	0	0	0	0	0	0	0
07:45	1	1	0	0	0	0	0	0	0	0	1
08:00	3	3	0	0	0	0	0	0	0	0	0
08:15	0	5	0	0	0	0	0	0	0	0	1
08:30	1	2	0	0	0	0	0	0	0	0	2
08:45	0	4	1	0	0	1	0	0	0	0	0
09:00	0	2	0	0	0	0	0	0	0	0	0
09:15	0	7	0	0	0	0	0	0	0	0	0
09:30	0	6	0	0	0	0	0	0	0	0	0
09:45	1	11	0	0	0	0	0	0	0	0	0
SUBTOTAL	8	49	1	0	0	1	0	0	0	0	4

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

South Approach - Cambridge St N

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
12:00	0	7	0	0	0	0	0	0	0	0	0	
12:15	1	4	0	0	0	0	0	0	0	0	0	
12:30	0	13	0	0	1	0	0	1	0	0	1	
12:45	3	13	0	0	0	0	0	0	0	0	0	
13:00	2	5	0	0	0	0	0	0	0	0	4	
13:15	0	8	1	0	1	0	0	0	0	0	0	
13:30	0	7	1	0	0	0	0	0	0	0	0	
13:45	0	6	0	0	0	0	0	0	0	0	0	
SUBTOTAL	6	63	2	0	2	0	0	0	0	1	0	7

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

South Approach - Cambridge St N

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
15:00	1	11	0	0	1	0	0	0	0	0	0	
15:15	0	6	0	0	0	0	0	0	0	0	0	
15:30	0	7	0	0	0	0	0	0	0	0	0	
15:45	0	11	0	0	0	0	0	2	0	2	0	
16:00	2	10	0	0	0	0	0	0	0	0	0	
16:15	0	8	1	0	0	0	0	0	0	0	0	
16:30	0	19	1	0	0	0	0	0	0	0	1	
16:45	1	7	0	0	0	0	0	0	0	0	0	
17:00	0	15	0	0	1	0	1	0	0	0	0	
17:15	0	9	0	0	0	0	0	0	0	0	0	
17:30	0	9	2	0	0	0	0	0	0	0	0	
17:45	0	6	0	0	0	0	0	0	0	0	0	
SUBTOTAL	4	118	4	0	1	1	0	2	0	2	0	1
GRAND TOTAL	18	230	7	0	255	0	3	2	0	5	0	3

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

East Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	0	0	0	0	0	0	0	0	0	0	0
07:15	0	1	0	0	0	0	0	0	0	0	0
07:30	1	0	0	0	0	0	0	0	0	0	0
07:45	0	2	0	0	0	0	0	0	0	0	0
08:00	0	5	1	0	0	0	0	0	0	0	0
08:15	2	5	0	0	0	0	0	0	0	0	3
08:30	0	1	0	0	0	0	0	0	0	0	4
08:45	0	0	0	0	0	0	0	0	0	0	2
09:00	1	0	0	0	0	0	0	0	0	0	0
09:15	0	2	0	0	0	0	0	0	0	0	0
09:30	0	2	0	0	0	0	0	0	0	0	2
09:45	0	0	0	0	0	0	0	0	0	0	1
SUBTOTAL	4	18	1	0	0	0	0	0	0	0	12

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

East Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total			Total	
12:00	1	0	0	0	0	0	0	0	0	0	0
12:15	0	2	0	0	0	0	0	0	0	0	0
12:30	0	1	1	0	0	0	0	0	0	0	0
12:45	0	2	1	0	0	0	0	0	0	0	1
13:00	0	0	1	0	0	0	0	0	0	0	0
13:15	0	3	1	0	0	0	0	0	0	0	0
13:30	0	0	1	0	0	0	0	0	0	0	0
13:45	2	1	1	0	0	0	0	0	0	0	0
SUBTOTAL	3	9	6	0	0	0	0	0	0	0	1

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

East Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
15:00	0	0	0	0	0	1	0	0	0	0	0
15:15	1	1	0	0	0	0	0	0	0	0	0
15:30	0	1	1	0	0	0	0	0	0	0	0
15:45	0	0	0	0	0	0	0	0	0	0	0
16:00	0	0	0	0	0	0	0	0	0	0	0
16:15	0	1	0	0	0	0	0	0	0	0	2
16:30	2	1	0	0	0	0	0	0	0	0	2
16:45	2	2	1	0	0	0	0	0	0	0	0
17:00	0	2	1	0	0	0	0	0	0	0	1
17:15	0	1	2	0	0	0	0	0	0	0	0
17:30	3	0	2	0	0	0	0	0	0	0	0
17:45	1	0	0	0	0	0	0	0	0	0	2
SUBTOTAL	9	9	7	0	0	1	0	0	0	0	7
GRAND TOTAL	16	36	14	0	0	1	0	0	0	0	20

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

West Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	0	0	0	0	0	0	0	0	0	0	0
07:15	0	0	0	0	0	0	0	0	0	0	1
07:30	0	0	1	0	0	0	0	0	0	0	1
07:45	0	1	0	0	0	0	0	0	0	0	1
08:00	0	0	0	0	0	0	0	0	0	0	0
08:15	0	0	1	0	0	0	0	0	0	0	0
08:30	0	0	0	0	0	0	0	0	0	0	3
08:45	0	2	1	0	0	0	0	0	0	0	0
09:00	1	1	0	0	0	0	0	0	0	0	0
09:15	1	1	0	0	0	0	0	0	0	0	1
09:30	0	3	0	0	0	0	0	0	0	0	0
09:45	0	0	1	0	0	0	0	0	0	0	0
SUBTOTAL	2	8	5	0	0	0	0	0	0	0	7

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

West Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
12:00	0	0	1	0	0	0	0	0	0	0	8
12:15	0	1	0	0	0	0	0	0	0	0	1
12:30	0	0	0	0	0	0	0	0	0	0	4
12:45	1	0	3	0	0	0	0	0	0	0	0
13:00	0	0	0	0	0	0	0	0	0	0	3
13:15	0	2	0	1	0	0	0	0	0	0	1
13:30	0	1	0	0	0	0	0	0	0	0	0
13:45	0	0	3	0	0	0	0	0	0	0	10
SUBTOTAL	1	4	8	1	0	0	1	0	0	0	27

Traffic Count Data

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

West Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
15:00	0	0	0	0	0	0	0	0	0	0	0
15:15	0	0	0	0	0	0	0	0	0	0	0
15:30	0	0	1	0	0	0	0	0	0	0	1
15:45	0	1	0	0	0	0	0	0	0	0	1
16:00	1	2	1	0	0	0	0	0	0	0	1
16:15	0	1	0	0	0	0	0	0	0	0	3
16:30	0	5	1	0	0	0	0	0	0	0	5
16:45	0	1	0	0	0	0	0	0	0	0	1
17:00	0	1	0	0	0	0	0	0	0	0	0
17:15	0	1	1	0	0	0	0	0	0	0	0
17:30	0	1	1	0	0	0	0	0	0	0	3
17:45	0	1	0	0	0	0	0	0	0	0	0
SUBTOTAL	1	14	5	0	0	0	0	0	0	0	15
GRAND TOTAL	4	26	18	0	48	1	0	0	0	0	49

Peak Hour Diagram

Specified Period

From: 07:00:00
To: 10:00:00

One Hour Peak

From: 08:00:00
To: 09:00:00

Intersection: Cambridge St N & Francis St
Site Code: 252530001
Count Date: Aug 06, 2025

Weather conditions: Clear

**** Unsignalized Intersection ****

Major Road: Cambridge St N runs N/S

North Approach

	Out	In	Total
	41	15	56
	1	0	1
	0	0	0
Totals	42	15	57

Cambridge St N

	0	0	0	0
	0	1	0	0
	7	34	0	0
Totals	7	35	0	0

East Approach

	Out	In	Total
	14	3	17
	0	1	1
	0	0	0
Totals	14	4	18

Francis St

				Totals
	0	0	0	0
	0	0	0	0
	0	0	2	2
	0	0	2	2

Peds: 3

Peds: 3



Peds: 9

Francis St

Totals			
0	0	0	0
1	1	0	0
11	11	0	0
2	2	0	0

Peds: 3

West Approach

	Out	In	Total
	4	22	26
	0	0	0
	0	0	0
Totals	4	22	26

Totals				
4	14	2	0	
	4	14	1	0
	0	0	1	0
	0	0	0	0

Cambridge St N

South Approach

	Out	In	Total
	19	38	57
	1	1	2
	0	0	0
Totals	20	39	59

- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Count Date: Aug 06, 2025
 Period: 07:00 - 10:00



Peak Hour Data (08:00 - 09:00)

Start Time	North Approach Cambridge St N			South Approach Cambridge St N			East Approach Francis St			West Approach Francis St			Total Vehicl ES		
	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total			
08:00	0	10	3	0	1	13	3	3	0	0	0	0	0	0	25
08:15	0	13	0	0	0	13	0	5	0	0	1	0	0	0	26
08:30	0	5	1	0	1	6	1	2	0	0	2	3	0	0	10
08:45	0	7	3	0	1	10	0	4	2	0	0	2	1	0	19
Grand Total	0	35	7	0	3	42	4	14	2	0	3	20	2	11	14
Approach %	0	83.3	16.7	0	-	-	20	70	10	0	-	-	14.3	78.6	7.1
Totals %	0	43.8	8.8	0	52.5	5	17.5	2.5	0	25	13.8	1.3	0	17.5	0
PHF	0	0.67	0.58	0	0.81	0	0.33	0.7	0.25	0	0.83	0.25	0.55	0.25	0
Cars	0	34	7	0	41	4	14	1	0	19	2	11	1	0	14
% Cars	0	97.1	100	0	97.6	100	100	50	0	95	100	100	0	100	100
Trucks	0	1	0	0	1	1	0	0	1	1	0	0	0	0	0
% Trucks	0	2.9	0	0	2.4	0	0	50	0	5	0	0	0	0	0
Bicycles	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
Peds	0	0	0	0	3	-	0	0	0	3	9	-	0	3	-
% Peds	0	16.7	-	0	16.7	-	0	16.7	0	50	16.7	0	50	16.7	0

Peak Hour Diagram

Specified Period

From: 12:00:00
To: 14:00:00

One Hour Peak

From: 12:30:00
To: 13:30:00

Intersection: Cambridge St N & Francis St
Site Code: 252530001
Count Date: Aug 06, 2025

Weather conditions: Clear

**** Unsignalized Intersection ****

Major Road: Cambridge St N runs N/S

North Approach

	Out	In	Total
	39	44	83
	0	3	3
	0	1	1
Totals	39	48	87

Cambridge St N

	0	0	0	0
	0	0	0	0
	10	28	1	0
Totals	10	28	1	0

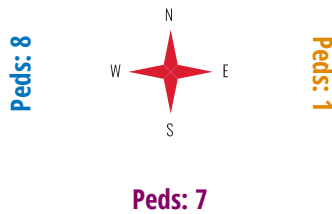
East Approach

	Out	In	Total
	10	4	14
	0	0	0
	0	0	0
Totals	10	4	14

Francis St

				Totals
	0	0	0	0
	0	1	1	2
	0	0	2	2
	0	0	3	3

Peds: 3



Francis St

Totals			
0	0	0	0
4	4	0	0
6	6	0	0
0	0	0	0

West Approach

	Out	In	Total
	6	21	27
	1	0	1
	0	0	0
Totals	7	21	28

Totals				
5	42	1	0	
	5	39	1	0
	0	2	0	0
	0	1	0	0

Cambridge St N

South Approach

	Out	In	Total
	45	31	76
	2	0	2
	1	0	1
Totals	48	31	79

- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Count Date: Aug 06, 2025
 Period: 12:00 - 14:00



Peak Hour Data (12:30 - 13:30)

Start Time	North Approach Cambridge St N			South Approach Cambridge St N			East Approach Francis St			West Approach Francis St			Total Vehicl ES	
	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total		
12:30	0	8	3	0	0	15	0	1	0	0	0	0	0	28
12:45	0	3	2	0	0	13	0	2	1	0	3	0	0	28
13:00	1	6	2	0	0	9	0	0	0	0	0	0	3	17
13:15	0	11	3	0	0	14	0	3	1	0	0	0	1	31
Grand Total	1	28	10	0	0	39	5	42	1	0	7	48	0	104
Approach %	2.6	71.8	25.6	0	10.4	87.5	2.1	0	0	60	40	0	0	-
Totals %	1	26.9	9.6	0	4.8	40.4	1	0	5.8	3.8	0	46.2	1.9	6.7
PHF	0.25	0.64	0.83	0	0.42	0.7	0.25	0	0	0.5	0.25	0.63	0.5	0.84
Cars	1	28	10	0	5	39	1	0	6	4	0	45	1	100
% Cars	100	100	100	0	100	92.9	100	0	100	100	0	93.8	50	96.2
Trucks	0	0	0	0	0	2	0	0	0	0	0	2	1	3
% Trucks	0	0	0	0	0	4.8	0	0	0	0	0	4.2	50	2.9
Bicycles	0	0	0	0	0	1	0	0	0	0	0	1	0	1
% Bicycles	0	0	0	0	0	2.4	0	0	0	0	0	2.1	0	1
Peds						7						7	1	8
% Peds						15.8						36.8	5.3	42.1

Peak Hour Diagram

Specified Period

From: 15:00:00
To: 18:00:00

One Hour Peak

From: 16:30:00
To: 17:30:00

Intersection: Cambridge St N & Francis St
Site Code: 252530001
Count Date: Aug 06, 2025

Weather conditions: Clear

**** Unsignalized Intersection ****

Major Road: Cambridge St N runs N/S

North Approach

	Out	In	Total
	50	54	104
	2	0	2
	0	0	0
Totals	52	54	106

Cambridge St N

	0	0	0	0
	0	1	1	0
	11	37	2	0
Totals	11	38	3	0

East Approach

	Out	In	Total
	14	11	25
	0	2	2
	0	0	0
Totals	14	13	27

Francis St

				Totals
	0	0	0	0
	0	0	0	0
	0	0	8	8
	0	0	2	2

Peds: 0

Peds: 6



Peds: 3

Peds: 1

Francis St

Totals			
0	0	0	0
4	4	0	0
6	6	0	0
4	4	0	0

West Approach

	Out	In	Total
	10	18	28
	0	0	0
	0	0	0
Totals	10	18	28

Totals				
1	50	2	0	
	1	50	1	0
	0	0	1	0
	0	0	0	0

Cambridge St N

South Approach

	Out	In	Total
	52	43	95
	1	1	2
	0	0	0
Totals	53	44	97

- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Cambridge St N & Francis St
 Site Code: 2525300001
 Count Date: Aug 06, 2025
 Period: 15:00 - 18:00



Peak Hour Data (16:30 - 17:30)

Start Time	North Approach Cambridge St N			South Approach Cambridge St N			East Approach Francis St			West Approach Francis St			Total Vehicl ES				
	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total					
16:30	2	13	6	0	0	0	2	1	0	0	0	5	1	0	5	6	50
16:45	0	10	3	0	0	0	2	2	1	0	0	0	1	0	0	1	27
17:00	1	8	2	0	0	0	0	2	1	0	0	0	1	0	0	1	31
17:15	0	7	0	0	0	0	0	0	1	2	0	0	1	1	0	2	21
Grand Total	3	38	11	0	0	0	4	6	4	0	0	0	8	2	0	6	129
Approach %	5.8	73.1	21.2	0	-	-	28.6	42.9	28.6	0	-	0	80	20	0	-	-
Totals %	2.3	29.5	8.5	0	40.3	41.1	3.1	4.7	3.1	0	10.9	0	6.2	1.6	0	7.8	-
PHF	0.38	0.73	0.46	0	0.62	0.66	0.5	0.75	0.5	0	0.7	0	0.4	0.5	0	0.42	0.65
Cars	2	37	11	0	50	52	4	6	4	0	14	0	8	2	0	10	126
% Cars	66.7	97.4	100	0	96.2	98.1	100	100	100	0	100	0	100	100	0	100	97.7
Trucks	1	1	0	0	2	1	0	0	0	0	0	0	0	0	0	0	3
% Trucks	33.3	2.6	0	0	3.8	1.9	0	0	0	0	0	0	0	0	0	0	2.3
Bicycles	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
Peds	0	0	0	0	1	-	3	-	-	30	-	6	-	-	60	-	10
% Peds	0	0	0	0	10	-	30	-	-	30	-	60	-	-	60	-	10



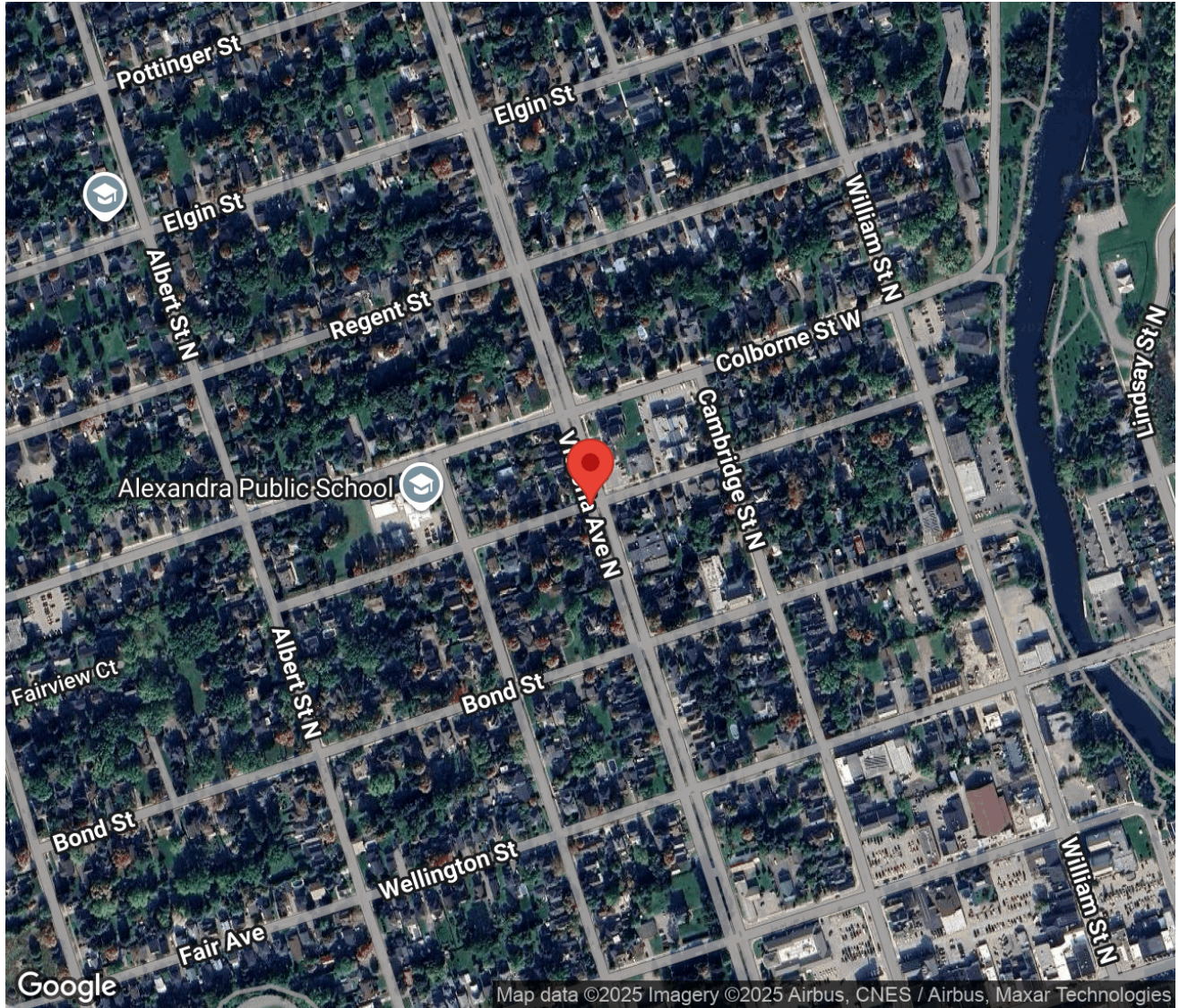
Project #25-253 - CIMA+

Intersection Count Report

Intersection: Victoria Ave N & Francis St
Municipality: Kawartha Lakes
Count Date: Wednesday, Aug 06, 2025
Site Code: 2525300002
Count Categories: Cars, Trucks, Bicycles, Pedestrians
Count Period: 07:00-10:00, 12:00-14:00, 15:00-18:00
Weather: Clear
Comments:

Traffic Count Map

Intersection:	Victoria Ave N & Francis St
Site Code:	2525300002
Municipality:	Kawartha Lakes
Count Date:	Aug 06, 2025



Traffic Count Summary

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

Victoria Ave N - 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	2	106	1	0	109	2	0	39	2	0	41	1	150
08:00 - 09:00	19	178	4	0	201	0	1	62	9	0	72	1	273
09:00 - 10:00	7	175	1	0	183	1	2	67	6	0	75	2	258
BREAK													
12:00 - 13:00	8	163	1	0	172	6	4	141	10	0	155	0	327
13:00 - 14:00	17	145	2	0	164	1	4	128	15	0	147	2	311
BREAK													
15:00 - 16:00	5	141	1	0	147	0	0	150	3	0	153	1	300
16:00 - 17:00	6	118	0	0	124	2	2	171	2	0	175	0	299
17:00 - 18:00	8	102	5	0	115	2	6	158	5	0	169	0	284
GRAND TOTAL	72	1128	15	0	1215	14	19	916	52	0	987	7	2202

Traffic Count Summary

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

Francis 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	2	1	1	0	4	4	0	1	0	0	1	2	5
08:00 - 09:00	3	4	3	0	10	5	2	2	2	0	6	4	16
09:00 - 10:00	3	2	1	0	6	3	0	1	2	0	3	2	9
BREAK													
12:00 - 13:00	5	7	9	0	21	6	3	6	2	0	11	10	32
13:00 - 14:00	1	3	10	0	14	7	0	2	0	0	2	12	16
BREAK													
15:00 - 16:00	3	4	3	0	10	1	1	3	2	0	6	2	16
16:00 - 17:00	2	3	16	0	21	4	1	4	1	0	6	1	27
17:00 - 18:00	3	6	8	0	17	3	0	4	3	0	7	2	24
GRAND TOTAL	22	30	51	0	103	33	7	23	12	0	42	35	145

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

North Approach - Victoria Ave N

Start Time	Cars			Trucks			Bicycles			Total Peds				
	←	↑	↻	←	↑	↻	←	↑	↻					
	Total			Total			Total							
07:00	0	14	0	0	3	0	0	0	0	0	0	1	0	
07:15	0	24	0	0	1	0	0	0	0	0	0	0	0	
07:30	0	28	0	0	0	0	0	0	0	0	0	0	1	
07:45	1	35	0	0	0	0	0	0	1	1	0	2	1	
08:00	5	42	1	0	1	0	0	0	0	0	0	0	0	
08:15	8	44	3	0	1	0	0	1	0	0	0	0	0	
08:30	2	45	0	0	0	0	0	0	0	0	0	0	0	
08:45	4	43	0	0	2	0	0	2	0	0	0	0	0	
09:00	3	38	0	0	2	0	0	2	0	0	0	0	0	
09:15	3	42	0	0	2	0	0	2	0	2	0	2	1	
09:30	0	31	0	0	1	0	0	1	0	0	0	0	0	
09:45	1	55	1	0	1	0	0	1	0	1	0	1	0	
SUBTOTAL	27	441	5	0	14	0	0	14	1	4	1	0	6	3

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

North Approach - Victoria Ave N

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
12:00	2	24	0	0	2	0	0	0	0	0	0	
12:15	0	35	0	0	3	0	0	0	0	0	0	
12:30	3	38	0	0	1	0	0	1	0	0	3	
12:45	3	58	1	0	1	0	0	1	0	0	3	
13:00	3	34	0	0	1	0	0	1	0	2	0	
13:15	3	28	0	1	2	1	0	4	0	0	1	
13:30	6	35	0	0	0	0	0	0	0	0	0	
13:45	4	41	1	0	2	0	0	2	0	0	0	
SUBTOTAL	24	293	2	1	12	1	0	14	0	3	0	7

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

North Approach - Victoria Ave N

Start Time	Cars			Trucks			Bicycles			Total Peds					
	←	↑	↻	←	↑	↻	←	↑	↻						
	Total			Total			Total								
15:00	2	37	0	0	1	0	0	1	1	1	0	2	0		
15:15	2	25	0	0	3	0	0	3	0	2	0	2	0		
15:30	0	36	1	0	0	0	0	1	0	1	0	0	1		
15:45	0	33	0	0	33	0	1	0	0	0	0	0	0		
16:00	1	30	0	0	31	0	1	0	0	0	0	0	0		
16:15	2	36	0	0	38	0	3	0	0	0	0	0	0		
16:30	3	28	0	0	31	0	0	0	0	1	0	0	2		
16:45	0	18	0	0	18	0	1	0	0	0	0	0	0		
17:00	0	21	1	0	22	0	2	0	0	1	0	0	1		
17:15	3	28	1	0	32	0	1	0	0	0	0	0	0		
17:30	3	24	1	0	28	0	2	0	0	0	0	0	0		
17:45	2	21	1	0	24	0	2	1	0	3	0	0	2		
SUBTOTAL	18	337	5	0	360	0	18	1	0	19	1	6	0	7	
GRAND TOTAL	69	1071	12	0	1152	1	44	2	0	47	2	13	1	0	16
															14

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

South Approach - Victoria Ave N

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
07:00	0	5	0	0	0	0	0	0	0	0	0	
07:15	0	8	0	0	1	0	0	1	0	0	1	
07:30	0	15	1	0	1	0	0	0	0	0	0	
07:45	0	7	1	0	1	0	0	0	0	0	0	
08:00	0	9	2	0	1	0	0	0	0	0	0	
08:15	0	12	3	0	0	0	0	0	0	0	1	
08:30	1	15	2	0	2	0	0	0	0	0	0	
08:45	0	22	2	0	1	0	0	0	0	0	0	
09:00	0	12	1	0	2	0	0	0	0	0	0	
09:15	0	13	2	0	2	0	0	0	0	0	1	
09:30	1	18	0	0	3	1	0	0	0	0	1	
09:45	1	14	2	0	2	0	0	0	0	1	0	
SUBTOTAL	3	150	16	0	16	1	0	17	0	2	0	4

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

South Approach - Victoria Ave N

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
12:00	2	41	0	0	1	0	0	0	0	0	0
12:15	0	36	3	0	0	0	0	0	0	0	0
12:30	0	34	4	0	1	0	0	0	0	0	0
12:45	2	27	3	0	1	0	0	0	0	0	0
13:00	1	29	3	0	4	0	0	0	0	0	1
13:15	1	33	0	0	2	0	0	0	0	0	0
13:30	0	27	6	0	2	0	0	0	0	0	0
13:45	2	29	6	0	2	0	0	0	0	0	1
SUBTOTAL	8	256	25	0	13	0	0	13	0	0	2

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

South Approach - Victoria Ave N

Start Time	Cars			Trucks			Bicycles			Total Peds		
	←	↑	↻	←	↑	↻	←	↑	↻			
	Total			Total			Total					
15:00	0	35	0	0	1	1	0	0	0	0	0	
15:15	0	38	0	0	0	0	0	1	0	0	1	
15:30	0	41	2	0	3	0	0	0	0	0	0	
15:45	0	30	0	0	1	0	0	0	0	0	0	
16:00	0	39	0	0	1	0	0	1	0	0	1	
16:15	1	38	0	0	2	0	0	2	0	0	1	
16:30	1	43	2	0	1	0	0	1	0	0	0	
16:45	0	41	0	0	2	0	0	2	0	0	2	
17:00	0	59	1	0	0	0	0	0	0	0	0	
17:15	2	34	1	0	0	0	0	0	0	0	0	
17:30	2	32	2	0	2	0	0	2	0	0	0	
17:45	2	29	0	0	2	0	0	2	0	1	0	
SUBTOTAL	8	459	8	0	15	1	0	16	0	5	1	6
GRAND TOTAL	19	865	49	0	44	2	0	46	0	7	1	8

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

East Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	0	0	0	0	0	0	0	0	0	0	2
07:15	0	0	1	0	0	0	0	0	0	0	0
07:30	1	0	0	0	0	0	0	0	0	0	2
07:45	1	1	0	0	0	0	0	0	0	0	0
08:00	1	1	0	0	0	0	0	0	0	0	1
08:15	1	1	0	0	0	0	0	0	0	0	2
08:30	0	0	1	0	0	0	0	0	0	0	1
08:45	1	2	2	0	0	0	0	0	0	0	1
09:00	0	0	0	0	0	0	0	0	0	0	1
09:15	1	0	0	0	0	0	0	0	0	0	2
09:30	0	1	1	0	0	0	0	0	0	0	0
09:45	2	1	0	0	0	0	0	0	0	0	0
SUBTOTAL	8	7	5	0	0	0	0	0	0	0	12

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

East Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
12:00	1	2	4	0	0	0	0	0	0	0	3
12:15	2	4	3	0	0	0	0	0	0	0	0
12:30	1	0	1	0	0	0	0	0	0	0	0
12:45	1	1	1	0	0	0	0	0	0	0	3
13:00	1	3	3	0	0	0	0	0	1	0	6
13:15	0	0	2	0	0	0	0	0	0	0	1
13:30	0	0	1	0	0	0	0	0	0	0	0
13:45	0	0	3	0	0	0	0	0	0	0	0
SUBTOTAL	6	10	18	0	0	0	0	0	1	0	13

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

East Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
15:00	0	2	2	0	0	0	0	0	0	0	1
15:15	1	0	0	0	0	0	0	0	0	0	0
15:30	1	2	0	0	0	0	0	0	0	0	0
15:45	1	0	1	0	0	0	0	0	0	0	0
16:00	0	1	1	0	0	0	0	0	0	0	0
16:15	1	1	1	0	0	0	0	0	0	0	0
16:30	1	0	11	0	0	0	0	0	0	0	1
16:45	0	1	3	0	0	0	0	0	0	0	3
17:00	2	2	3	0	0	0	0	0	0	0	1
17:15	0	2	2	0	0	0	0	1	0	0	2
17:30	0	1	1	0	0	0	0	0	0	0	0
17:45	1	0	2	0	0	0	0	0	0	0	0
SUBTOTAL	8	12	27	0	0	0	0	1	0	0	8
GRAND TOTAL	22	29	50	0	0	0	0	1	1	0	2
											33

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

West Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
07:00	0	0	0	0	0	0	0	0	0	0	1
07:15	0	1	0	0	0	0	0	0	0	0	0
07:30	0	0	0	0	0	0	0	0	0	0	1
07:45	0	0	0	0	0	0	0	0	0	0	0
08:00	0	1	0	0	0	0	0	0	0	0	1
08:15	0	0	0	0	0	0	0	0	0	0	3
08:30	1	0	1	0	0	0	0	0	0	0	0
08:45	1	1	0	0	0	0	0	0	0	0	0
09:00	0	1	0	0	0	0	0	0	0	0	2
09:15	0	0	0	0	0	0	0	0	0	0	0
09:30	0	0	1	0	0	0	0	0	0	0	0
09:45	0	0	1	0	0	0	0	0	0	0	0
SUBTOTAL	2	4	4	0	0	0	0	0	0	0	8

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

West Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds	
	←	↑	↻	←	↑	↻	←	↑	↻		
	Total			Total			Total				
12:00	2	3	0	0	0	0	0	0	0	0	0
12:15	0	0	1	0	0	0	0	0	0	0	1
12:30	0	1	0	0	0	0	0	0	0	0	6
12:45	1	2	1	0	0	0	0	0	0	0	3
13:00	0	0	0	0	0	0	0	0	0	0	3
13:15	0	1	0	0	0	0	0	0	0	0	0
13:30	0	0	0	0	0	0	0	0	0	0	7
13:45	0	1	0	0	0	0	0	0	0	0	2
SUBTOTAL	3	8	2	0	0	0	0	0	0	0	22

Traffic Count Data

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Municipality: Kawartha Lakes
 Count Date: Aug 06, 2025

West Approach - Francis St

Start Time	Cars			Trucks			Bicycles			Total Peds			
	←	↑	↻	←	↑	↻	←	↑	↻	←	↑	↻	
	Total			Total			Total			Total			
15:00	0	1	0	0	0	0	0	0	0	0	0	0	0
15:15	0	2	2	0	0	0	0	0	0	0	0	0	0
15:30	1	0	0	0	0	0	0	0	0	0	0	0	1
15:45	0	0	0	0	0	0	0	0	0	0	0	0	1
16:00	0	0	0	0	0	0	0	0	0	0	0	0	0
16:15	1	2	0	0	0	0	0	0	0	0	0	0	0
16:30	0	1	1	0	0	2	0	0	0	0	0	0	1
16:45	0	1	0	0	0	1	0	0	0	0	0	0	0
17:00	0	0	1	0	0	1	0	0	0	0	0	0	0
17:15	0	1	0	0	0	1	0	0	0	0	0	0	0
17:30	0	1	1	0	0	2	0	0	0	0	0	0	0
17:45	0	1	1	0	0	2	0	0	0	0	1	0	2
SUBTOTAL	2	10	6	0	0	18	0	0	0	0	1	0	1
GRAND TOTAL	7	22	12	0	0	41	0	0	0	0	1	0	1

Peak Hour Diagram

Specified Period

From: 07:00:00
To: 10:00:00

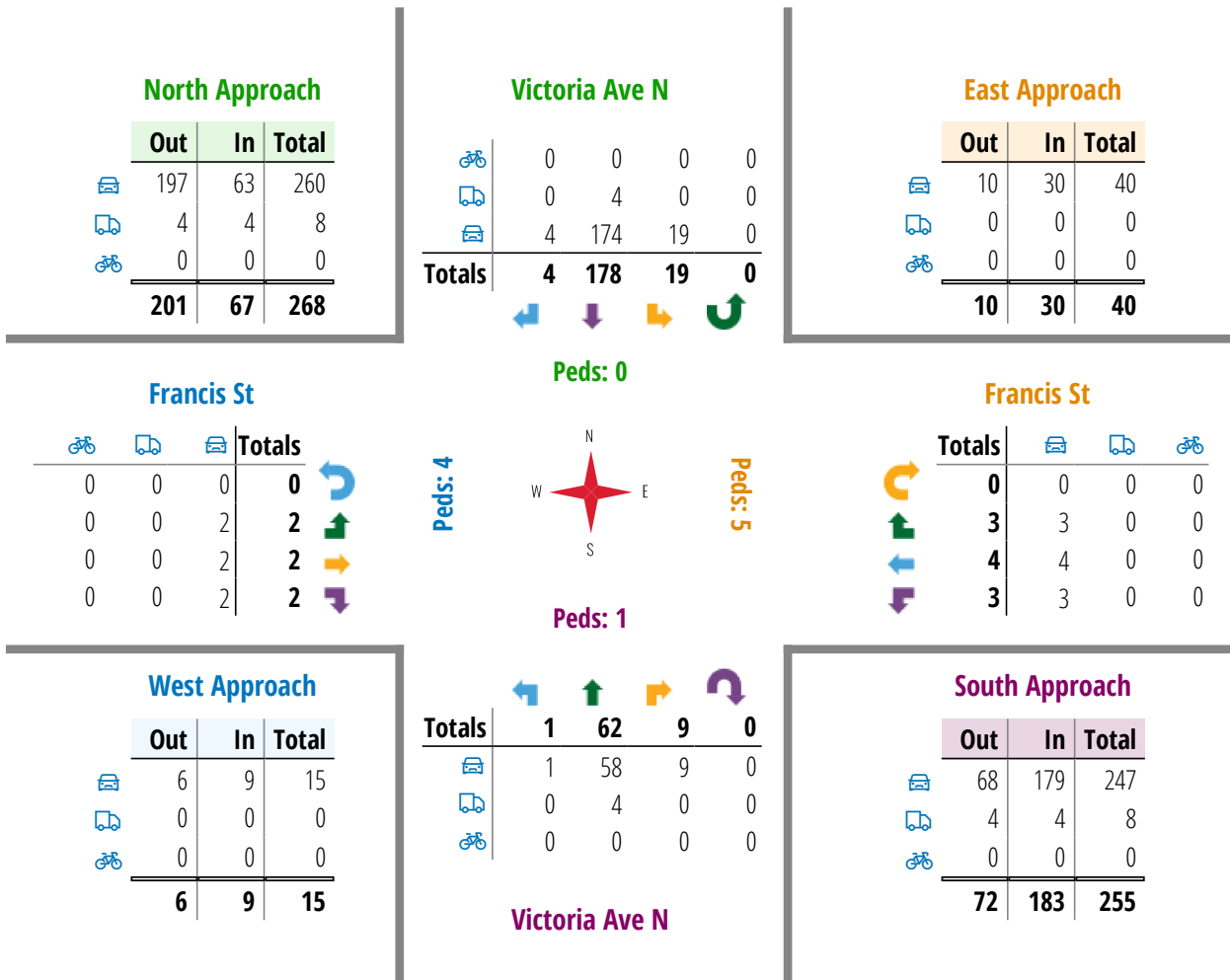
One Hour Peak

From: 08:00:00
To: 09:00:00

Intersection: Victoria Ave N & Francis St
Site Code: 2525300002
Count Date: Aug 06, 2025

Weather conditions: Clear

**** Unsignalized Intersection **** **Major Road:** Victoria Ave N runs N/S



- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Count Date: Aug 06, 2025
 Period: 07:00 - 10:00



Peak Hour Data (08:00 - 09:00)

Start Time	North Approach Victoria Ave N			South Approach Victoria Ave N			East Approach Francis St			West Approach Francis St			Total Vehicl ES						
	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total							
08:00	5	43	1	0	0	0	10	2	0	0	0	0	1	0	0	1	64		
08:15	8	45	3	0	0	56	12	3	0	1	15	1	0	0	0	3	0	73	
08:30	2	45	0	0	0	47	1	17	2	0	20	0	1	0	1	0	0	70	
08:45	4	45	0	0	0	49	0	23	2	0	25	1	2	0	1	1	0	82	
Grand Total	19	178	4	0	0	201	62	9	0	1	72	3	4	3	0	5	10	289	
Approach %	9.5	88.6	2	0	-	-	1.4	86.1	12.5	0	-	30	40	30	0	-	-	-	
Totals %	6.6	61.6	1.4	0	69.6	0.3	21.5	3.1	0	24.9	1	1.4	1	0	3.5	0.7	0.7	2.1	
PHF	0.59	0.99	0.33	0	0.9	0	0.25	0.67	0.75	0	0.72	0.75	0.5	0.38	0	0.5	0.5	0.5	0.88
Cars	19	174	4	0	197	1	58	9	0	68	3	4	3	0	10	2	2	2	281
% Cars	100	97.8	100	0	98	100	93.5	100	0	94.4	100	100	100	0	100	100	100	100	97.2
Trucks	0	4	0	0	4	0	4	0	0	4	0	0	0	0	0	0	0	0	8
% Trucks	0	2.2	0	0	2	0	6.5	0	0	5.6	0	0	0	0	0	0	0	0	2.8
Bicycles	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
Peds																			
% Peds																			

Peak Hour Diagram

Specified Period

From: 12:00:00
To: 14:00:00

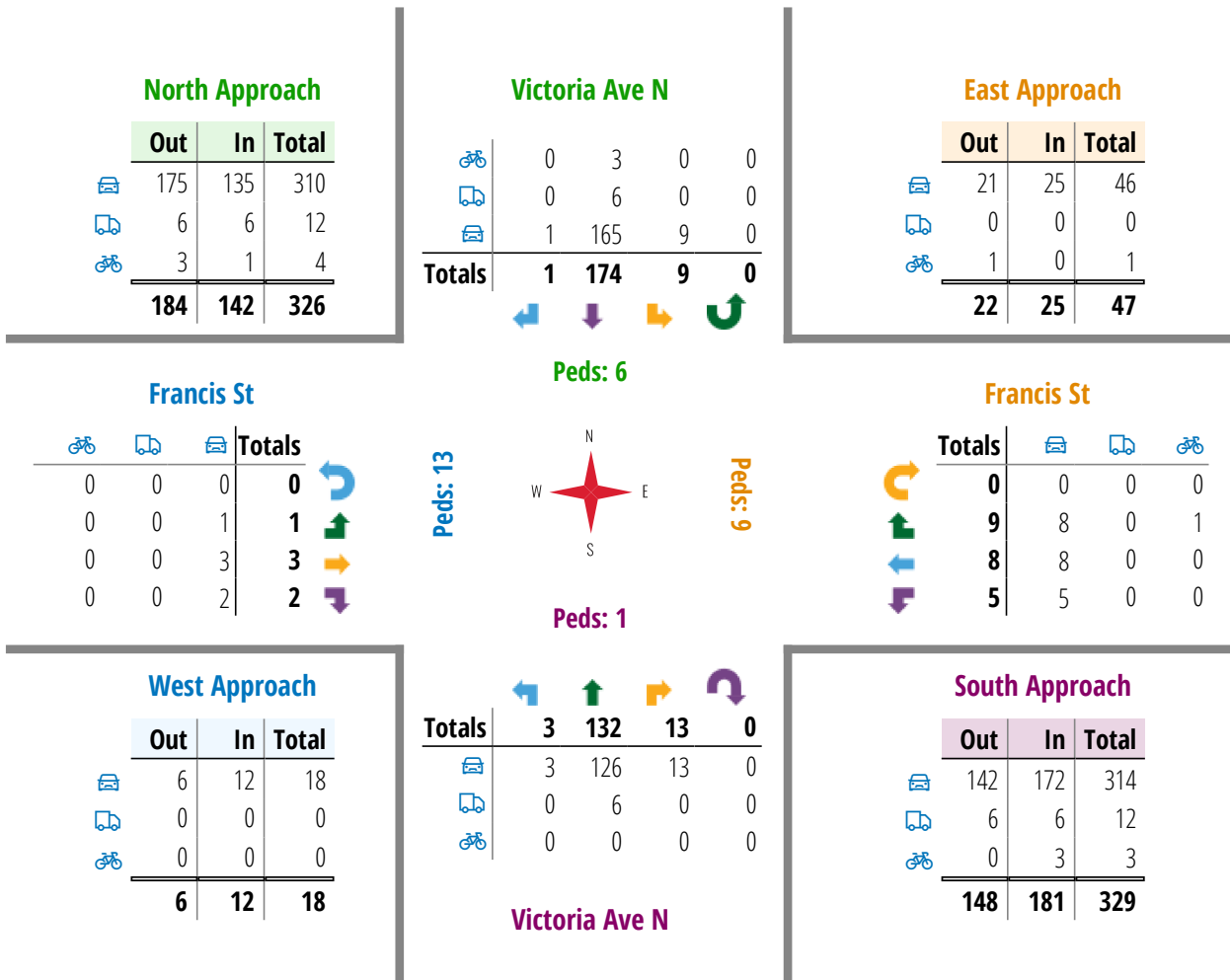
One Hour Peak

From: 12:15:00
To: 13:15:00

Intersection: Victoria Ave N & Francis St
Site Code: 252530002
Count Date: Aug 06, 2025

Weather conditions: Clear

**** Unsignalized Intersection **** **Major Road:** Victoria Ave N runs N/S



- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Count Date: Aug 06, 2025
 Period: 12:00 - 14:00



Peak Hour Data (12:15 - 13:15)

Start Time	North Approach Victoria Ave N			South Approach Victoria Ave N			East Approach Francis St			West Approach Francis St			Total Vehicl es	
	Car	Peds	Total	Car	Peds	Total	Car	Peds	Total	Car	Peds	Total		
12:15	0	38	38	0	36	36	2	4	6	0	1	1	87	
12:30	3	40	43	0	35	35	1	0	1	0	0	6	85	
12:45	3	59	62	2	28	30	1	1	2	1	0	3	103	
13:00	3	37	40	1	33	34	1	3	4	0	0	3	85	
Grand Total	9	174	184	3	132	135	5	8	13	1	3	4	360	
Approach %	4.9	94.6	0	2	89.2	88	22.7	36.4	40.9	0	16.7	50	33.3	0
Totals %	2.5	48.3	0.3	0.8	36.7	3.6	1.4	2.2	2.5	0	0.3	0.8	0.6	1.7
PHF	0.75	0.74	0.25	0.38	0.92	0.81	0.63	0.5	0.56	0	0.25	0.38	0.5	0.38
Cars	9	165	175	3	126	133	5	8	8	0	1	3	2	6
% Cars	100	94.8	95.1	100	95.5	100	100	100	88.9	0	100	100	100	95.6
Trucks	0	6	6	0	6	6	0	0	0	0	0	0	0	12
% Trucks	0	3.4	3.3	0	4.5	4.1	0	0	0	0	0	0	0	3.3
Bicycles	0	3	3	0	0	0	0	0	1	0	0	0	0	4
% Bicycles	0	1.7	1.6	0	0	0	0	0	11.1	0	0	0	0	1.1
Peds		6	-		1	-		9	31	-		13	44.8	29
% Peds		20.7	-		3.4	-		31	44.8	-		44.8	44.8	29

Peak Hour Diagram

Specified Period

From: 15:00:00
To: 18:00:00

One Hour Peak

From: 16:15:00
To: 17:15:00

Intersection: Victoria Ave N & Francis St
Site Code: 2525300002
Count Date: Aug 06, 2025

Weather conditions: Clear

**** Unsignalized Intersection **** **Major Road:** Victoria Ave N runs N/S

North Approach

	Out	In	Total
	109	200	309
	6	5	11
	2	3	5
Totals	117	208	325

Victoria Ave N

	0	2	0	0
	0	6	0	0
	1	103	5	0
Totals	1	111	5	0

East Approach

	Out	In	Total
	26	12	38
	0	0	0
	0	0	0
Totals	26	12	38

Francis St

				Totals
	0	0	0	0
	0	0	1	1
	0	0	4	4
	0	0	2	2

Peds: 2



Francis St

Totals			
0	0	0	0
18	18	0	0
4	4	0	0
4	4	0	0

West Approach

	Out	In	Total
	7	7	14
	0	0	0
	0	0	0
Totals	7	7	14

Totals				
2	189	3	0	
	2	181	3	0
	0	5	0	0
	0	3	0	0

Victoria Ave N

South Approach

	Out	In	Total
	186	109	295
	5	6	11
	3	2	5
Totals	194	117	311

- Cars

- Trucks

- Bicycles

Comments

Peak Hour Summary

Intersection: Victoria Ave N & Francis St
 Site Code: 2525300002
 Count Date: Aug 06, 2025
 Period: 15:00 - 18:00



Peak Hour Data (16:15 - 17:15)

Start Time	North Approach Victoria Ave N			South Approach Victoria Ave N			East Approach Francis St			West Approach Francis St			Total Vehicl ES												
	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total	← ↑ ↻	Peds	Total													
16:15	2	39	0	0	0	41	1	41	0	0	0	42	1	1	1	0	0	3	3	89					
16:30	3	29	0	0	2	32	1	44	2	0	0	47	1	0	11	0	1	0	1	2	93				
16:45	0	19	0	0	0	19	0	45	0	0	0	45	0	1	3	0	3	4	0	0	69				
17:00	0	24	1	0	0	25	0	59	1	0	0	60	2	2	3	0	1	7	0	0	93				
Grand Total	5	111	1	0	2	117	2	189	3	0	0	194	4	4	18	0	5	26	1	4	2	0	1	7	344
Approach %	4.3	94.9	0.9	0	-	-	1	97.4	1.5	0	-	-	15.4	15.4	69.2	0	0	-	14.3	57.1	28.6	0	-	-	-
Totals %	1.5	32.3	0.3	0	34	34	0.6	54.9	0.9	0	56.4	1.2	1.2	5.2	0	7.6	0.3	1.2	0.6	0	2	0	2	2	
PHF	0.42	0.71	0.25	0	0.71	0.71	0.5	0.8	0.38	0	0.81	0.5	0.5	0.41	0	0.54	0.5	0.5	0.5	0.5	0	0.58	0.92	0.92	
Cars	5	103	1	0	109	109	2	181	3	0	186	4	4	18	0	26	1	4	2	0	7	328	328		
% Cars	100	92.8	100	0	93.2	93.2	100	95.8	100	0	95.9	100	100	100	0	100	100	100	100	0	100	100	95.3	95.3	
Trucks	0	6	0	0	6	6	0	5	0	0	5	0	0	0	0	0	0	0	0	0	0	0	0	11	11
% Trucks	0	5.4	0	0	5.1	5.1	0	2.6	0	0	2.6	0	0	0	0	0	0	0	0	0	0	0	0	3.2	3.2
Bicycles	0	2	0	0	2	2	0	3	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	5	5
% Bicycles	0	1.8	0	0	1.7	1.7	0	1.6	0	0	1.5	0	0	0	0	0	0	0	0	0	0	0	0	1.5	1.5
Peds					2	2				0	0				5	5					1	1		8	8
% Peds					25	25				0	0				62.5	62.5					12.5	12.5		8	8

Turning Movement Count Report

Report Generated Using Turning Movement Count for Android by PortableStudies.com

Study Information

<p>Count Name Colborne St and Victoria Ave</p> <p>Location Colborne st and Victoria ave, Not Available</p> <p>Performed By Unknown</p> <p>Date Thursday, August 1, 2024</p>	<p>Peak Hour Volume 833</p> <p>% Bank 1 100.0%</p> <p>% Bank 2 0.0%</p> <p>% Bank 3 0.0%</p> <p>% Bank 4 0.0%</p> <p>Pedestrians Volume 10</p>
---	--

U = U Turn L = Left Turn T = Thru R = Right Turn
 P1 = Pedestrian Direction 1 P2 = Pedestrian Direction 2
 Veh = Total Vehicles for Approach

Notes

Peak Hour Data

Time Period	West Approach Colborne St						East Approach Colborne St						South Approach Victoria Ave						North Approach Victoria Ave						Total Vehicles	Total Pedestrians						
	U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2			Veh					
12:10 PM	0	9	54	14	0	0	77	0	3	55	2	0	60	0	14	22	4	0	0	0	3	32	8	0	40	0	3	32	8	0	43	1
12:25 PM	0	7	51	8	0	0	66	0	1	54	6	0	61	0	8	11	2	0	0	0	2	19	7	0	21	0	2	19	7	0	28	1
12:40 PM	0	9	41	12	0	2	62	0	2	70	2	0	74	0	9	21	0	0	0	0	4	32	6	0	30	0	4	32	6	0	42	4
12:55 PM	0	11	50	18	1	0	79	1	0	59	5	1	65	0	5	32	1	1	1	1	0	34	12	0	38	0	1	34	12	0	47	4

Vehicle Movement Summary

Movement / Details	West Approach Colborne St						East Approach Colborne St						South Approach Victoria Ave						North Approach Victoria Ave						Entire Intersection	
	U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2	Veh	Pedestrians
Movement Volume	0	36	196	52	1	2	284	0	6	238	15	1	260	0	36	86	7	2	129	0	10	117	33	0	833	10
PHF	-	0.82	0.91	0.72	0.25	0.25	0.90	-	0.50	0.85	0.63	0.25	0.88	-	0.64	0.67	0.44	0.25	0.81	-	0.63	0.86	0.69	-	0.91	0.63
% Bank 1	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	0.0%	100.0%	100.0%	100.0%	100.0%	0.91	0.63
% Bank 2	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%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% Bank 3	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%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
% Bank 4	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%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%

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Time Period		Combined															Total								
		West Approach Colborne St					East Approach Colborne St					South Approach Victoria Ave							North Approach Victoria Ave						
U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2	Vehicles	Peds
0	6	17	5	1	0	0	0	38	1	0	2	0	6	6	0	0	0	0	0	0	0	0	0	98	3
0	5	31	12	0	1	0	0	52	2	0	0	0	5	11	1	1	0	0	0	0	0	0	0	151	2
0	3	43	19	1	0	0	0	50	2	1	1	0	7	14	0	1	0	0	0	0	0	0	0	173	4
0	4	45	19	0	0	0	0	50	1	2	2	0	7	12	0	0	0	0	0	0	0	0	0	187	4
0	5	42	8	0	1	0	1	34	0	0	0	0	4	21	1	0	0	0	0	0	0	0	0	159	1
0	5	49	7	1	1	0	0	51	4	0	0	0	8	11	0	0	0	0	0	0	0	0	0	162	2
0	7	43	17	0	0	0	0	52	3	2	1	1	7	17	0	0	0	0	0	0	0	0	0	174	3
0	2	41	18	0	1	0	1	35	3	0	1	1	9	11	0	0	0	0	0	0	0	0	0	162	2
0	7	42	11	0	0	0	3	42	2	0	0	0	13	14	1	0	1	0	0	0	0	0	0	169	1
0	7	38	17	0	0	0	2	44	4	1	1	0	10	12	2	0	0	0	0	0	0	0	1	166	3
0	10	49	11	0	0	0	0	65	5	0	1	0	12	11	1	0	0	0	0	0	0	0	0	183	1
0	9	37	19	0	0	0	2	49	1	0	1	0	12	15	4	0	0	0	0	0	0	0	0	182	1
0	12	51	17	0	0	0	0	51	0	2	1	0	9	17	1	0	0	0	0	0	0	0	0	195	3
0	11	47	15	0	0	0	0	54	4	0	0	0	17	22	0	0	0	0	0	0	0	0	0	200	1
0	16	45	12	0	0	0	1	40	3	0	1	0	9	22	2	0	0	0	0	0	0	0	0	177	1
0	6	42	14	2	0	0	0	40	1	0	0	0	10	20	0	0	0	0	0	0	0	0	0	168	2
0	11	57	8	2	0	0	2	58	3	0	0	1	12	17	1	0	0	0	0	0	0	0	0	209	2
0	9	54	14	0	0	0	3	55	2	0	1	0	14	22	4	0	0	0	0	0	0	0	0	220	1
0	7	51	8	0	0	0	1	54	6	0	0	0	8	11	2	0	0	0	0	0	0	0	1	176	1
0	9	41	12	0	2	0	2	70	2	0	0	0	9	21	0	0	1	0	0	0	0	0	1	208	4
0	11	50	18	1	0	1	0	59	5	1	0	0	5	32	1	1	1	0	0	0	0	0	0	229	4
0	12	54	14	1	0	0	1	44	0	0	1	0	8	22	0	0	0	0	0	0	0	0	0	189	2
0	7	36	12	0	0	0	1	46	4	2	0	0	17	16	1	0	1	0	0	0	0	0	0	190	3
0	8	44	23	0	0	0	0	49	1	1	0	0	12	25	3	0	0	0	0	0	0	0	0	203	1
0	10	52	17	0	0	0	1	50	2	0	1	0	12	23	1	0	0	0	0	0	0	0	0	202	1
0	10	49	15	0	0	0	0	45	3	0	0	0	10	15	2	0	0	0	0	0	0	0	0	184	0
0	13	53	12	0	0	0	0	45	3	0	0	0	10	21	0	0	0	0	0	0	0	0	0	186	0
0	12	49	8	1	1	0	0	49	5	1	0	0	13	26	1	0	0	0	0	0	0	0	0	191	3
0	6	48	15	0	0	0	1	75	2	0	0	1	14	22	1	0	0	0	0	0	0	0	0	224	0
0	15	54	9	0	0	0	3	61	6	1	0	0	18	23	1	0	0	0	0	0	0	0	0	216	3
0	5	52	12	0	1	0	0	53	4	0	1	0	10	14	0	0	0	0	0	0	0	0	0	176	4
0	2	13	3	0	0	0	0	26	1	0	1	0	6	8	0	0	0	0	0	0	0	0	0	70	2

Turning Movement Count Report

Report Generated Using Turning Movement Count for Android by PortableStudies.com

Study Information

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Count Name</td><td style="width: 50%;"> </td></tr> <tr><td>Colborne-Cambridge 8 hour TMC</td><td> </td></tr> <tr><td>Location</td><td> </td></tr> <tr><td>Colborne StW and Cambridge StN</td><td> </td></tr> <tr><td>Performed By</td><td> </td></tr> <tr><td>Unknown</td><td> </td></tr> <tr><td>Date</td><td> </td></tr> <tr><td>Wednesday, August 6, 2025</td><td> </td></tr> </table>	Count Name		Colborne-Cambridge 8 hour TMC		Location		Colborne StW and Cambridge StN		Performed By		Unknown		Date		Wednesday, August 6, 2025		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 50%;">Peak Hour Volume</td><td style="width: 50%;">473</td></tr> <tr><td>% Bank 1</td><td>100.0%</td></tr> <tr><td>% Bank 2</td><td>0.0%</td></tr> <tr><td>% Bank 3</td><td>0.0%</td></tr> <tr><td>% Bank 4</td><td>0.0%</td></tr> <tr><td>Pedestrians Volume</td><td>1</td></tr> </table>	Peak Hour Volume	473	% Bank 1	100.0%	% Bank 2	0.0%	% Bank 3	0.0%	% Bank 4	0.0%	Pedestrians Volume	1
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% Bank 3	0.0%																												
% Bank 4	0.0%																												
Pedestrians Volume	1																												

U = U Turn L = Left Turn T = Thru R = Right Turn
 P1 = Pedestrian Direction 1 P2 = Pedestrian Direction 2
 Veh = Total Vehicles for Approach

Study Summary

Peak Hour Data

Time Period	Eastbound						Westbound						Northbound						Southbound						Total Vehicles	Total Pedestrians								
	U		L		T		U		L		T		U		L		T		U		L		T				Veh	P1	P2	Veh				
12:00 PM	0	0	50	6	0	0	0	0	51	0	0	0	0	0	5	0	2	0	0	0	0	0	0	0	0	0	0	0	7	0	0	0	115	0
12:15 PM	0	0	56	12	0	0	0	0	46	0	0	0	0	0	3	0	1	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	118	0
12:30 PM	0	0	54	7	0	1	0	0	43	0	0	0	0	0	5	0	4	0	0	0	0	0	0	0	0	0	0	0	9	0	0	0	114	1
12:45 PM	0	0	50	7	0	0	0	0	57	0	0	0	0	0	6	0	4	0	0	0	0	0	0	0	0	0	0	0	10	0	0	0	126	0

Vehicle Movement Summary

Movement / Details	Eastbound						Westbound						Northbound						Southbound						Entire Intersection	Vehicles	Pedestrians							
	U		L		T		U		L		T		U		L		T		U		L		T					Veh	P1	P2	Veh			
Movement Volume	0	0	210	32	0	1	0	0	197	0	0	0	0	0	19	0	11	0	0	0	0	0	0	0	0	0	0	0	30	0	0	0	473	1
PHF	-	-	0.94	0.67	-	0.25	-	-	0.86	-	-	-	-	-	0.79	-	0.69	-	-	-	-	-	-	-	-	-	-	-	0.75	-	-	-	0.94	0.25
% Bank 1	0.0%	0.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	0.0%	0.0%	0.0%		
% Bank 2	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%	0.0%	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%	0.0%	0.0%	0.0%		
% Bank 3	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%	0.0%	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%	0.0%	0.0%	0.0%		
% Bank 4	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%	0.0%	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%	0.0%	0.0%	0.0%		

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Time Period	Combined																								Total		
	Eastbound						Westbound						Northbound						Southbound						Vehicles	Peds	
	U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2	U	L	T	R	P1	P2			
8:30 AM	0	0	31	4	0	0	0	2	58	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0	0	99	0
8:45 AM	0	0	35	4	0	0	0	2	47	0	0	0	0	0	0	0	3	0	1	0	0	0	0	0	0	92	0
9:00 AM	0	0	23	2	0	0	0	1	45	0	0	0	0	0	0	0	3	0	0	0	0	0	0	0	0	74	0
9:15 AM	0	0	32	8	0	0	0	1	51	0	0	0	0	0	0	0	7	0	0	0	0	0	0	0	0	99	0
9:30 AM	0	0	41	4	0	0	0	0	43	0	0	0	0	0	0	0	3	0	2	0	0	0	0	0	0	93	0
9:45 AM	0	0	45	7	0	0	0	1	45	0	0	0	0	0	0	0	7	0	2	0	0	0	0	0	0	107	0
10:00 AM	0	0	43	5	0	0	0	2	45	0	0	0	0	0	0	0	3	0	1	0	0	0	0	0	0	99	0
10:15 AM	0	0	26	4	0	0	0	1	47	0	0	0	0	0	0	0	4	0	1	0	0	0	0	0	0	83	0
10:30 AM	0	0	48	13	0	0	0	1	43	0	0	0	0	0	0	0	6	0	2	0	0	1	0	0	0	113	1
10:45 AM	0	0	52	7	0	0	0	1	55	0	0	0	0	0	0	0	10	0	2	1	0	0	0	0	0	127	1
11:00 AM	0	0	50	4	0	0	0	2	38	0	0	0	0	0	0	0	7	0	1	1	0	0	0	0	0	102	1
11:15 AM	0	0	43	2	0	0	0	1	38	0	0	0	0	0	0	0	4	0	1	1	0	0	0	0	0	89	1
11:30 AM	0	0	42	7	0	0	0	1	51	0	0	0	0	0	0	0	6	0	0	0	0	1	0	0	0	107	1
11:45 AM	0	0	56	3	0	0	0	0	48	0	0	0	0	0	0	0	9	0	1	0	0	0	0	0	0	117	0
12:00 PM	0	0	50	6	0	0	0	1	51	0	0	0	0	0	0	0	5	0	2	0	0	0	0	0	0	115	0
12:15 PM	0	0	56	12	0	0	0	0	46	0	0	0	0	0	0	0	3	0	1	0	0	0	0	0	0	118	0
12:30 PM	0	0	54	7	0	1	0	1	43	0	0	0	0	0	0	0	5	0	4	0	0	0	0	0	0	114	1
12:45 PM	0	0	50	7	0	0	0	2	57	0	0	0	0	0	0	0	6	0	4	0	0	0	0	0	0	126	0
1:00 PM	0	0	58	5	0	0	0	2	41	0	0	0	0	0	0	0	8	0	1	0	0	1	0	0	0	115	1
1:15 PM	0	0	38	9	0	0	0	0	50	0	0	0	0	0	0	0	7	0	1	0	0	0	0	0	0	105	0
1:30 PM	0	0	53	5	0	0	0	0	52	0	0	0	0	0	0	0	5	0	2	0	0	0	0	0	0	117	0
1:45 PM	0	0	40	4	0	0	0	1	63	0	0	0	0	0	0	0	13	0	1	0	0	0	0	0	0	122	1
2:00 PM	0	0	54	6	0	0	0	2	44	0	0	0	0	0	0	0	2	0	3	0	0	0	0	0	0	111	0
2:15 PM	0	0	37	4	0	0	0	1	36	0	0	0	0	0	0	0	4	0	0	0	0	0	0	0	0	82	0
2:30 PM	0	0	31	7	0	0	0	0	56	0	0	0	0	0	0	0	8	0	3	0	0	0	0	0	0	105	0
2:45 PM	0	0	46	6	0	0	0	0	35	0	0	0	0	0	0	0	7	0	2	0	0	1	0	0	0	96	1
3:00 PM	0	0	42	8	0	0	0	0	44	0	0	0	0	0	0	0	10	0	1	0	0	0	0	0	0	105	0
3:15 PM	0	0	41	2	0	0	0	1	40	0	0	0	0	0	0	0	6	0	0	0	0	0	0	0	0	90	0
3:30 PM	0	0	42	10	0	1	0	0	53	0	0	0	0	0	0	0	5	0	2	0	0	0	0	0	0	112	1
3:45 PM	0	0	52	4	0	0	0	0	49	0	0	0	0	0	0	0	10	0	0	0	0	0	0	0	0	115	0
4:00 PM	0	0	44	5	0	0	0	0	67	0	0	0	0	0	0	0	7	0	1	0	0	0	0	0	0	124	0
4:15 PM	0	0	45	6	0	0	0	0	42	0	0	0	0	0	0	0	5	0	1	1	0	0	0	0	0	99	1

B

Appendix B Existing Synchro and SimTraffic Outputs



Intersection: 1: Victoria Ave & Colborne St

Movement	EB	EB	WB	WB	NB	NB	SB	SB
Directions Served	L	TR	L	TR	L	TR	L	TR
Maximum Queue (m)	14.4	41.8	8.8	35.0	18.0	24.8	10.3	42.8
Average Queue (m)	3.0	17.7	0.4	14.2	5.8	9.3	1.5	18.1
95th Queue (m)	10.6	33.0	3.2	28.2	15.2	20.6	6.9	33.0
Link Distance (m)		66.0		106.7	72.0	72.0	133.0	133.0
Upstream Blk Time (%)								
Queuing Penalty (veh)								
Storage Bay Dist (m)	20.0		20.0					
Storage Blk Time (%)	0	5		3				
Queuing Penalty (veh)	0	1		0				

Intersection: 2: Cambridge St & Colborne St

Movement	EB	WB	NB
Directions Served	TR	LT	LR
Maximum Queue (m)	1.9	5.4	9.3
Average Queue (m)	0.1	0.3	5.3
95th Queue (m)	1.3	2.9	12.6
Link Distance (m)	106.7	99.9	2.1
Upstream Blk Time (%)			2
Queuing Penalty (veh)			0
Storage Bay Dist (m)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 3: Victoria Ave & Francis St

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (m)	8.8	8.4	1.8	7.0
Average Queue (m)	1.6	2.4	0.1	0.3
95th Queue (m)	7.2	8.6	1.3	2.9
Link Distance (m)	53.5	47.8	26.5	72.0
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: Cambridge St & Francis St

Movement	EB	WB	NB
Directions Served	LTR	LTR	LTR
Maximum Queue (m)	16.5	10.7	1.8
Average Queue (m)	1.3	3.8	0.1
95th Queue (m)	7.9	11.3	1.3
Link Distance (m)	43.8	113.5	121.2
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (m)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Francis St & City Hall Entrance

Movement	EB
Directions Served	LT
Maximum Queue (m)	5.4
Average Queue (m)	0.2
95th Queue (m)	2.3
Link Distance (m)	47.8
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 6: Cambridge St & City Hall Exit

Movement	EB	NB
Directions Served	R	T
Maximum Queue (m)	11.7	5.4
Average Queue (m)	4.3	0.3
95th Queue (m)	11.8	3.0
Link Distance (m)	37.1	55.6
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Network Summary

Network wide Queuing Penalty: 2

Queuing and Blocking Report
Existing Traffic

09-26-2025

Intersection: 1: Victoria Ave & Colborne St

Movement	EB	EB	WB	WB	NB	NB	SB	SB
Directions Served	L	TR	L	TR	L	TR	L	TR
Maximum Queue (m)	17.6	43.5	8.9	36.1	29.5	37.2	21.6	32.8
Average Queue (m)	5.6	16.7	0.8	16.1	12.9	16.6	5.3	12.0
95th Queue (m)	14.1	32.6	5.0	30.0	24.9	30.5	14.8	24.8
Link Distance (m)		66.0		106.7	72.0	72.0	133.0	133.0
Upstream Blk Time (%)								
Queuing Penalty (veh)								
Storage Bay Dist (m)	20.0		20.0					
Storage Blk Time (%)	0	4		3				
Queuing Penalty (veh)	0	1		0				

Intersection: 2: Cambridge St & Colborne St

Movement	EB	NB
Directions Served	TR	LR
Maximum Queue (m)	1.8	13.1
Average Queue (m)	0.1	8.1
95th Queue (m)	1.2	13.9
Link Distance (m)	106.7	2.1
Upstream Blk Time (%)		5
Queuing Penalty (veh)		2
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 3: Victoria Ave & Francis St

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (m)	8.8	9.7	1.7	3.6
Average Queue (m)	1.2	5.3	0.1	0.1
95th Queue (m)	6.2	11.8	1.2	1.8
Link Distance (m)	53.5	47.8	26.5	72.0
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: Cambridge St & Francis St

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (m)	9.2	12.0	1.8	3.7
Average Queue (m)	2.0	4.4	0.1	0.1
95th Queue (m)	8.0	12.1	1.3	1.9
Link Distance (m)	43.8	113.5	121.2	55.6
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 5: Francis St & City Hall Entrance

Movement	EB
Directions Served	LT
Maximum Queue (m)	1.8
Average Queue (m)	0.1
95th Queue (m)	1.3
Link Distance (m)	47.8
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 6: Cambridge St & City Hall Exit

Movement	EB	NB	SB
Directions Served	R	T	T
Maximum Queue (m)	17.2	12.0	1.7
Average Queue (m)	6.4	1.2	0.1
95th Queue (m)	14.4	6.6	1.2
Link Distance (m)	37.1	55.6	2.1
Upstream Blk Time (%)			0
Queuing Penalty (veh)			0
Storage Bay Dist (m)			
Storage Blk Time (%)			
Queuing Penalty (veh)			






















Network Summary

Network wide Queuing Penalty: 4

HCM Signalized Intersection Capacity Analysis

1: Victoria Ave & Colborne St

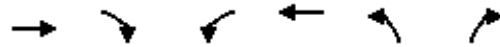
09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	22	185	61	2	194	9	27	64	2	6	138	26
Future Volume (vph)	22	185	61	2	194	9	27	64	2	6	138	26
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Frt	1.00	0.96		1.00	0.99		1.00	1.00		1.00	0.98	
Flt Protected	0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00	
Satd. Flow (prot)	1752	1776		1752	1832		1752	1837		1752	1800	
Flt Permitted	0.62	1.00		0.59	1.00		0.64	1.00		0.71	1.00	
Satd. Flow (perm)	1142	1776		1094	1832		1187	1837		1310	1800	
Peak-hour factor, PHF	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91
Adj. Flow (vph)	24	203	67	2	213	10	30	70	2	7	152	29
RTOR Reduction (vph)	0	13	0	0	2	0	0	2	0	0	13	0
Lane Group Flow (vph)	24	257	0	2	221	0	30	70	0	7	168	0
Heavy Vehicles (%)	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		2			6			8				4
Permitted Phases	2			6			8			4		
Actuated Green, G (s)	33.0	33.0		33.0	33.0		10.1	10.1		10.1	10.1	
Effective Green, g (s)	33.0	33.0		33.0	33.0		10.1	10.1		10.1	10.1	
Actuated g/C Ratio	0.60	0.60		0.60	0.60		0.18	0.18		0.18	0.18	
Clearance Time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Vehicle Extension (s)	4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0	
Lane Grp Cap (vph)	683	1063		655	1097		217	336		240	329	
v/s Ratio Prot		c0.14			0.12			0.04			c0.09	
v/s Ratio Perm	0.02			0.00			0.03			0.01		
v/c Ratio	0.04	0.24		0.00	0.20		0.14	0.21		0.03	0.51	
Uniform Delay, d1	4.5	5.2		4.4	5.0		18.9	19.1		18.5	20.3	
Progression Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Incremental Delay, d2	0.0	0.2		0.0	0.1		0.4	0.4		0.1	1.8	
Delay (s)	4.6	5.3		4.4	5.2		19.3	19.5		18.5	22.0	
Level of Service	A	A		A	A		B	B		B	C	
Approach Delay (s)		5.3			5.2			19.5			21.9	
Approach LOS		A			A			B			C	
Intersection Summary												
HCM 2000 Control Delay			10.9			HCM 2000 Level of Service			B			
HCM 2000 Volume to Capacity ratio			0.30									
Actuated Cycle Length (s)			55.1			Sum of lost time (s)			12.0			
Intersection Capacity Utilization			57.4%			ICU Level of Service			B			
Analysis Period (min)			15									
c Critical Lane Group												

HCM Unsignalized Intersection Capacity Analysis

2: Cambridge St & Colborne St

















09-26-2025



Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↶			↷	↶	↷
Traffic Volume (veh/h)	166	27	3	185	20	4
Future Volume (Veh/h)	166	27	3	185	20	4
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.87	0.87	0.87	0.87	0.87	0.87
Hourly flow rate (vph)	191	31	3	213	23	5
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh						
Upstream signal (m)	127					
pX, platoon unblocked						
vC, conflicting volume			222		426	206
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			222		426	206
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			100		96	99
cM capacity (veh/h)			1341		582	831
Direction, Lane #	EB 1	WB 1	NB 1			
Volume Total	222	216	28			
Volume Left	0	3	23			
Volume Right	31	0	5			
cSH	1700	1341	615			
Volume to Capacity	0.13	0.00	0.05			
Queue Length 95th (m)	0.0	0.1	1.1			
Control Delay (s)	0.0	0.1	11.1			
Lane LOS		A	B			
Approach Delay (s)	0.0	0.1	11.1			
Approach LOS			B			
Intersection Summary						
Average Delay			0.7			
Intersection Capacity Utilization			22.1%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis 3: Victoria Ave & Francis St

09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	2	2	2	3	4	3	1	88	9	19	178	4
Future Volume (Veh/h)	2	2	2	3	4	3	1	88	9	19	178	4
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88
Hourly flow rate (vph)	2	2	2	3	5	3	1	100	10	22	202	5
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage veh												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume												
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol												
tC, single (s)												
tC, 2 stage (s)												
tF (s)												
p0 queue free %												
cM capacity (veh/h)												
Direction, Lane #												
Volume Total												
Volume Left												
Volume Right												
cSH												
Volume to Capacity												
Queue Length 95th (m)												
Control Delay (s)												
Lane LOS												
Approach Delay (s)												
Approach LOS												
Intersection Summary												
Average Delay												
Intersection Capacity Utilization												
Analysis Period (min)												

HCM Unsignalized Intersection Capacity Analysis

4: Cambridge St & Francis St

09-26-2025

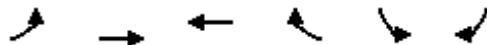


Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	0	2	2	2	11	1	4	23	2	0	41	7
Future Volume (Veh/h)	0	2	2	2	11	1	4	23	2	0	41	7
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77
Hourly flow rate (vph)	0	3	3	3	14	1	5	30	3	0	53	9
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	107	100	58	104	104	32	62			33		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	107	100	58	104	104	32	62			33		
tC, single (s)	7.1	6.5	6.7	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.8	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	100	100	100	100	98	100	100			100		
cM capacity (veh/h)	862	791	889	874	782	1048	1554			1592		
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	6	18	38	62								
Volume Left	0	3	5	0								
Volume Right	3	1	3	9								
cSH	837	808	1554	1592								
Volume to Capacity	0.01	0.02	0.00	0.00								
Queue Length 95th (m)	0.2	0.5	0.1	0.0								
Control Delay (s)	9.3	9.6	1.0	0.0								
Lane LOS	A	A	A									
Approach Delay (s)	9.3	9.6	1.0	0.0								
Approach LOS	A	A										
Intersection Summary												
Average Delay			2.1									
Intersection Capacity Utilization			14.8%	ICU Level of Service	A							
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

5: Francis St & City Hall Entrance

09-26-2025



Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕			
Traffic Volume (veh/h)	26	4	10	12	0	0
Future Volume (Veh/h)	26	4	10	12	0	0
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	28	4	11	13	0	0
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type		None	None			
Median storage (veh)						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	24				78	18
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	24				78	18
tC, single (s)	4.1				6.4	6.2
tC, 2 stage (s)						
tF (s)	2.2				3.5	3.3
p0 queue free %	98				100	100
cM capacity (veh/h)	1604				914	1067
Direction, Lane #	EB 1	WB 1				
Volume Total	32	24				
Volume Left	28	0				
Volume Right	0	13				
cSH	1604	1700				
Volume to Capacity	0.02	0.01				
Queue Length 95th (m)	0.4	0.0				
Control Delay (s)	6.4	0.0				
Lane LOS	A					
Approach Delay (s)	6.4	0.0				
Approach LOS						
Intersection Summary						
Average Delay			3.7			
Intersection Capacity Utilization			11.7%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

6: Cambridge St & City Hall Exit

09-26-2025
























Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations		↗		↑	↑	
Traffic Volume (veh/h)	0	18	0	24	30	0
Future Volume (Veh/h)	0	18	0	24	30	0
Sign Control	Stop			Free	Free	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	20	0	26	33	0
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type				None	None	
Median storage (veh)						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	59	33	33			
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	59	33	33			
tC, single (s)	6.4	6.2	4.1			
tC, 2 stage (s)						
tF (s)	3.5	3.3	2.2			
p0 queue free %	100	98	100			
cM capacity (veh/h)	953	1046	1592			
Direction, Lane #	EB 1	NB 1	SB 1			
Volume Total	20	26	33			
Volume Left	0	0	0			
Volume Right	20	0	0			
cSH	1046	1700	1700			
Volume to Capacity	0.02	0.02	0.02			
Queue Length 95th (m)	0.5	0.0	0.0			
Control Delay (s)	8.5	0.0	0.0			
Lane LOS	A					
Approach Delay (s)	8.5	0.0	0.0			
Approach LOS	A					
Intersection Summary						
Average Delay			2.2			
Intersection Capacity Utilization			13.3%	ICU Level of Service	A	
Analysis Period (min)			15			

HCM Signalized Intersection Capacity Analysis

1: Victoria Ave & Colborne St

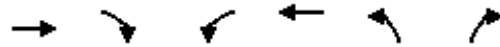
09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	29	184	45	5	238	15	85	118	5	19	73	25
Future Volume (vph)	29	184	45	5	238	15	85	118	5	19	73	25
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Fr't	1.00	0.97		1.00	0.99		1.00	0.99		1.00	0.96	
Flt Protected	0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00	
Satd. Flow (prot)	1736	1773		1736	1811		1736	1817		1736	1758	
Flt Permitted	0.56	1.00		0.58	1.00		0.68	1.00		0.66	1.00	
Satd. Flow (perm)	1028	1773		1057	1811		1234	1817		1199	1758	
Peak-hour factor, PHF	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77
Adj. Flow (vph)	38	239	58	6	309	19	110	153	6	25	95	32
RTOR Reduction (vph)	0	10	0	0	2	0	0	2	0	0	23	0
Lane Group Flow (vph)	38	287	0	6	326	0	110	157	0	25	104	0
Heavy Vehicles (%)	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		2			6			8			4	
Permitted Phases	2			6			8			4		
Actuated Green, G (s)	31.3	31.3		31.3	31.3		9.8	9.8		9.8	9.8	
Effective Green, g (s)	31.3	31.3		31.3	31.3		9.8	9.8		9.8	9.8	
Actuated g/C Ratio	0.59	0.59		0.59	0.59		0.18	0.18		0.18	0.18	
Clearance Time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Vehicle Extension (s)	4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0	
Lane Grp Cap (vph)	605	1045		623	1067		227	335		221	324	
v/s Ratio Prot		0.16			c0.18			0.09			0.06	
v/s Ratio Perm	0.04			0.01			c0.09			0.02		
v/c Ratio	0.06	0.27		0.01	0.31		0.48	0.47		0.11	0.32	
Uniform Delay, d1	4.6	5.3		4.5	5.5		19.4	19.3		18.0	18.8	
Progression Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Incremental Delay, d2	0.1	0.2		0.0	0.2		2.2	1.4		0.3	0.8	
Delay (s)	4.7	5.5		4.5	5.7		21.6	20.7		18.3	19.6	
Level of Service	A	A		A	A		C	C		B	B	
Approach Delay (s)		5.4			5.7			21.1			19.4	
Approach LOS		A			A			C			B	
Intersection Summary												
HCM 2000 Control Delay			11.3			HCM 2000 Level of Service			B			
HCM 2000 Volume to Capacity ratio			0.35									
Actuated Cycle Length (s)			53.1			Sum of lost time (s)			12.0			
Intersection Capacity Utilization			50.8%			ICU Level of Service			A			
Analysis Period (min)			15									
c Critical Lane Group												

HCM Unsignalized Intersection Capacity Analysis

2: Cambridge St & Colborne St

















09-26-2025



Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↶			↷	↶	↷
Traffic Volume (veh/h)	183	25	0	211	47	7
Future Volume (Veh/h)	183	25	0	211	47	7
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.91	0.91	0.91	0.91	0.91	0.91
Hourly flow rate (vph)	201	27	0	232	52	8
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None		None			
Median storage veh)						
Upstream signal (m)	127					
pX, platoon unblocked						
vC, conflicting volume			228		446	214
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			228		446	214
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			100		91	99
cM capacity (veh/h)			1328		568	823
Direction, Lane #	EB 1	WB 1	NB 1			
Volume Total	228	232	60			
Volume Left	0	0	52			
Volume Right	27	0	8			
cSH	1700	1328	592			
Volume to Capacity	0.13	0.00	0.10			
Queue Length 95th (m)	0.0	0.0	2.7			
Control Delay (s)	0.0	0.0	11.8			
Lane LOS			B			
Approach Delay (s)	0.0	0.0	11.8			
Approach LOS			B			
Intersection Summary						
Average Delay			1.4			
Intersection Capacity Utilization			21.1%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis 3: Victoria Ave & Francis St

09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	1	4	2	4	4	18	2	189	3	5	117	1
Future Volume (Veh/h)	1	4	2	4	4	18	2	189	3	5	117	1
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	1	4	2	4	4	20	2	205	3	5	127	1
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage (veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	370	350	128	352	348	206	128			208		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	370	350	128	352	348	206	128			208		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	100	99	100	99	99	98	100			100		
cM capacity (veh/h)	571	570	928	600	572	834	1458			1363		
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	7	28	210	133								
Volume Left	1	4	2	5								
Volume Right	2	20	3	1								
cSH	641	744	1458	1363								
Volume to Capacity	0.01	0.04	0.00	0.00								
Queue Length 95th (m)	0.3	0.9	0.0	0.1								
Control Delay (s)	10.7	10.0	0.1	0.3								
Lane LOS	B	B	A	A								
Approach Delay (s)	10.7	10.0	0.1	0.3								
Approach LOS	B	B										
Intersection Summary												
Average Delay			1.1									
Intersection Capacity Utilization			20.9%		ICU Level of Service					A		
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

4: Cambridge St & Francis St

09-26-2025

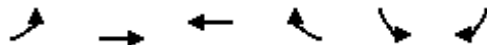


Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	0	8	2	4	9	4	1	50	2	3	38	16
Future Volume (Veh/h)	0	8	2	4	9	4	1	50	2	3	38	16
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	9	2	4	10	4	1	54	2	3	41	17
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage (veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	122	114	50	119	121	55	58			56		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	122	114	50	119	121	55	58			56		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	100	99	100	100	99	100	100			100		
cM capacity (veh/h)	840	775	1019	846	767	1012	1546			1549		
Direction, Lane #												
	EB 1	WB 1	NB 1	SB 1								
Volume Total	11	18	57	61								
Volume Left	0	4	1	3								
Volume Right	2	4	2	17								
cSH	810	829	1546	1549								
Volume to Capacity	0.01	0.02	0.00	0.00								
Queue Length 95th (m)	0.3	0.5	0.0	0.0								
Control Delay (s)	9.5	9.4	0.1	0.4								
Lane LOS	A	A	A	A								
Approach Delay (s)	9.5	9.4	0.1	0.4								
Approach LOS	A	A										
Intersection Summary												
Average Delay			2.1									
Intersection Capacity Utilization			15.6%	ICU Level of Service						A		
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

5: Francis St & City Hall Entrance

09-26-2025



Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↕	↕			
Traffic Volume (veh/h)	2	10	26	0	0	0
Future Volume (Veh/h)	2	10	26	0	0	0
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	2	11	28	0	0	0
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type		None	None			
Median storage (veh)						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	28				43	28
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	28				43	28
tC, single (s)	4.1				6.4	6.2
tC, 2 stage (s)						
tF (s)	2.2				3.5	3.3
p0 queue free %	100				100	100
cM capacity (veh/h)	1585				967	1047
Direction, Lane #	EB 1	WB 1				
Volume Total	13	28				
Volume Left	2	0				
Volume Right	0	0				
cSH	1585	1700				
Volume to Capacity	0.00	0.02				
Queue Length 95th (m)	0.0	0.0				
Control Delay (s)	1.1	0.0				
Lane LOS	A					
Approach Delay (s)	1.1	0.0				
Approach LOS						
Intersection Summary						
Average Delay		0.4				
Intersection Capacity Utilization		6.7%	ICU Level of Service	A		
Analysis Period (min)		15				

HCM Unsignalized Intersection Capacity Analysis

6: Cambridge St & City Hall Exit

09-26-2025



Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Volume (veh/h)	0	32	0	54	25	0
Future Volume (Veh/h)	0	32	0	54	25	0
Sign Control	Stop			Free	Free	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	35	0	59	27	0
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type				None	None	
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	86	27	27			
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	86	27	27			
tC, single (s)	6.4	6.2	4.1			
tC, 2 stage (s)						
tF (s)	3.5	3.3	2.2			
p0 queue free %	100	97	100			
cM capacity (veh/h)	915	1048	1587			
Direction, Lane #	EB 1	NB 1	SB 1			
Volume Total	35	59	27			
Volume Left	0	0	0			
Volume Right	35	0	0			
cSH	1048	1700	1700			
Volume to Capacity	0.03	0.03	0.02			
Queue Length 95th (m)	0.8	0.0	0.0			
Control Delay (s)	8.6	0.0	0.0			
Lane LOS	A					
Approach Delay (s)	8.6	0.0	0.0			
Approach LOS	A					
Intersection Summary						
Average Delay			2.5			
Intersection Capacity Utilization			13.3%	ICU Level of Service	A	
Analysis Period (min)			15			

C

Appendix C Alternative 1 Synchro and SimTraffic Outputs



Intersection: 1: Victoria Ave & Colborne St

Movement	EB	EB	WB	WB	NB	NB	SB	SB
Directions Served	L	TR	L	TR	L	TR	L	TR
Maximum Queue (m)	17.2	50.9	14.0	31.0	25.7	32.8	15.2	39.5
Average Queue (m)	3.1	18.0	3.9	14.5	10.9	13.2	4.3	17.7
95th Queue (m)	11.8	35.3	11.8	27.9	21.7	26.5	12.4	32.2
Link Distance (m)		66.0		106.7	72.0	72.0	133.0	133.0
Upstream Blk Time (%)		0						
Queuing Penalty (veh)		0						
Storage Bay Dist (m)	20.0		20.0					
Storage Blk Time (%)	0	4	0	3				
Queuing Penalty (veh)	1	1	0	1				

Intersection: 2: Cambridge St & Colborne St

Movement	EB	WB	NB
Directions Served	TR	LT	LR
Maximum Queue (m)	1.2	17.2	15.2
Average Queue (m)	0.0	1.8	7.1
95th Queue (m)	0.8	9.6	14.3
Link Distance (m)	106.7	99.9	-1.4
Upstream Blk Time (%)			1
Queuing Penalty (veh)			0
Storage Bay Dist (m)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 3: Victoria Ave & Francis St

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (m)	8.8	14.9	1.8	8.4
Average Queue (m)	0.5	8.4	0.1	0.3
95th Queue (m)	3.9	13.1	1.3	3.1
Link Distance (m)	53.5	45.7	26.5	72.0
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: Cambridge St & Francis St

Movement	EB	WB	NB
Directions Served	LTR	LTR	LTR
Maximum Queue (m)	19.1	9.2	1.8
Average Queue (m)	7.8	2.5	0.1
95th Queue (m)	16.2	9.1	1.3
Link Distance (m)	45.7	113.5	121.2
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (m)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Francis St & City Hall Entrance

Movement	SB
Directions Served	LR
Maximum Queue (m)	12.1
Average Queue (m)	7.0
95th Queue (m)	13.1
Link Distance (m)	48.9
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 6: Cambridge St & City Hall Exit

Movement	NB	SB
Directions Served	LT	TR
Maximum Queue (m)	8.4	5.6
Average Queue (m)	0.8	0.2
95th Queue (m)	5.1	4.0
Link Distance (m)	59.1	-1.4
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Network Summary

Network wide Queuing Penalty: 3

Intersection: 1: Victoria Ave & Colborne St

Movement	EB	EB	WB	WB	NB	NB	SB	SB
Directions Served	L	TR	L	TR	L	TR	L	TR
Maximum Queue (m)	13.8	52.6	16.8	42.9	36.0	39.2	23.0	34.5
Average Queue (m)	4.2	19.7	3.4	18.7	17.5	17.7	8.3	12.6
95th Queue (m)	12.2	38.2	11.6	34.4	30.2	33.2	18.9	26.0
Link Distance (m)		66.0		106.7	72.0	72.0	133.0	133.0
Upstream Blk Time (%)		0						
Queuing Penalty (veh)		0						
Storage Bay Dist (m)	20.0		20.0					
Storage Blk Time (%)	0	4	0	5				
Queuing Penalty (veh)	0	1	0	1				

Intersection: 2: Cambridge St & Colborne St

Movement	WB	NB
Directions Served	LT	LR
Maximum Queue (m)	22.0	19.8
Average Queue (m)	2.3	9.4
95th Queue (m)	11.4	16.0
Link Distance (m)	99.9	-1.4
Upstream Blk Time (%)		3
Queuing Penalty (veh)		2
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 3: Victoria Ave & Francis St

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (m)	8.8	13.9	3.5	11.7
Average Queue (m)	1.8	8.5	0.1	0.8
95th Queue (m)	7.6	12.8	1.8	5.8
Link Distance (m)	53.5	45.7	26.5	72.0
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: Cambridge St & Francis St

Movement	EB	WB
Directions Served	LTR	LTR
Maximum Queue (m)	16.0	9.3
Average Queue (m)	7.8	3.9
95th Queue (m)	14.5	11.2
Link Distance (m)	45.7	113.5
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 5: Francis St & City Hall Entrance

Movement	SB
Directions Served	LR
Maximum Queue (m)	17.2
Average Queue (m)	6.5
95th Queue (m)	14.8
Link Distance (m)	48.9
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 6: Cambridge St & City Hall Exit

Movement	NB	SB
Directions Served	LT	TR
Maximum Queue (m)	13.5	1.3
Average Queue (m)	2.3	0.1
95th Queue (m)	9.8	1.3
Link Distance (m)	59.1	-1.4
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		






















Network Summary

Network wide Queuing Penalty: 5

HCM Signalized Intersection Capacity Analysis

1: Victoria Ave & Colborne St

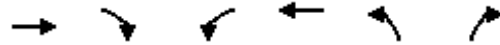
09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	22	211	56	22	194	9	57	78	16	21	127	26
Future Volume (vph)	22	211	56	22	194	9	57	78	16	21	127	26
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Frt	1.00	0.97		1.00	0.99		1.00	0.97		1.00	0.97	
Flt Protected	0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00	
Satd. Flow (prot)	1752	1786		1752	1832		1752	1797		1752	1797	
Flt Permitted	0.62	1.00		0.58	1.00		0.65	1.00		0.69	1.00	
Satd. Flow (perm)	1142	1786		1070	1832		1200	1797		1272	1797	
Peak-hour factor, PHF	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91
Adj. Flow (vph)	24	232	62	24	213	10	63	86	18	23	140	29
RTOR Reduction (vph)	0	10	0	0	2	0	0	15	0	0	14	0
Lane Group Flow (vph)	24	284	0	24	221	0	63	89	0	23	155	0
Heavy Vehicles (%)	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		2			6			8			4	
Permitted Phases	2			6			8			4		
Actuated Green, G (s)	32.9	32.9		32.9	32.9		9.9	9.9		9.9	9.9	
Effective Green, g (s)	32.9	32.9		32.9	32.9		9.9	9.9		9.9	9.9	
Actuated g/C Ratio	0.60	0.60		0.60	0.60		0.18	0.18		0.18	0.18	
Clearance Time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Vehicle Extension (s)	4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0	
Lane Grp Cap (vph)	685	1072		642	1099		216	324		229	324	
v/s Ratio Prot		c0.16			0.12			0.05			c0.09	
v/s Ratio Perm	0.02			0.02			0.05			0.02		
v/c Ratio	0.04	0.26		0.04	0.20		0.29	0.28		0.10	0.48	
Uniform Delay, d1	4.5	5.2		4.5	5.0		19.4	19.4		18.7	20.1	
Progression Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Incremental Delay, d2	0.0	0.2		0.0	0.1		1.0	0.6		0.3	1.5	
Delay (s)	4.5	5.4		4.5	5.1		20.4	20.0		19.0	21.7	
Level of Service	A	A		A	A		C	B		B	C	
Approach Delay (s)		5.3			5.0			20.2			21.3	
Approach LOS		A			A			C			C	
Intersection Summary												
HCM 2000 Control Delay			11.3			HCM 2000 Level of Service			B			
HCM 2000 Volume to Capacity ratio			0.31									
Actuated Cycle Length (s)			54.8			Sum of lost time (s)			12.0			
Intersection Capacity Utilization			60.0%			ICU Level of Service			B			
Analysis Period (min)			15									
c Critical Lane Group												

HCM Unsignalized Intersection Capacity Analysis

2: Cambridge St & Colborne St

09-26-2025



















Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↶			↷	↶	↷
Traffic Volume (veh/h)	176	72	19	199	26	24
Future Volume (Veh/h)	176	72	19	199	26	24
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.87	0.87	0.87	0.87	0.87	0.87
Hourly flow rate (vph)	202	83	22	229	30	28
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None		None			
Median storage (veh)						
Upstream signal (m)	127					
pX, platoon unblocked			0.99		0.99	0.99
vC, conflicting volume			285		516	244
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			269		504	227
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			98		94	96
cM capacity (veh/h)			1272		510	799
Direction, Lane #	EB 1	WB 1	NB 1			
Volume Total	285	251	58			
Volume Left	0	22	30			
Volume Right	83	0	28			
cSH	1700	1272	618			
Volume to Capacity	0.17	0.02	0.09			
Queue Length 95th (m)	0.0	0.4	2.5			
Control Delay (s)	0.0	0.8	11.4			
Lane LOS			A	B		
Approach Delay (s)	0.0	0.8	11.4			
Approach LOS			B			
Intersection Summary						
Average Delay			1.5			
Intersection Capacity Utilization			36.2%	ICU Level of Service		A
Analysis Period (min)	15					

HCM Unsignalized Intersection Capacity Analysis

3: Victoria Ave & Francis St

















09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	2	0	2	17	3	58	1	91	18	18	183	4
Future Volume (Veh/h)	2	0	2	17	3	58	1	91	18	18	183	4
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88
Hourly flow rate (vph)	2	0	2	19	3	66	1	103	20	20	208	5
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage veh												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume												
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol												
tC, single (s)												
tC, 2 stage (s)												
tF (s)												
p0 queue free %												
cM capacity (veh/h)												
Direction, Lane #												
Volume Total												
Volume Left												
Volume Right												
cSH												
Volume to Capacity												
Queue Length 95th (m)												
Control Delay (s)												
Lane LOS												
Approach Delay (s)												
Approach LOS												
Intersection Summary												
Average Delay												
Intersection Capacity Utilization												
Analysis Period (min)												

HCM Unsignalized Intersection Capacity Analysis

4: Cambridge St & Francis St

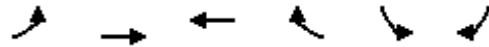
09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	37	2	6	2	5	1	3	27	2	0	27	34
Future Volume (Veh/h)	37	2	6	2	5	1	3	27	2	0	27	34
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77
Hourly flow rate (vph)	48	3	8	3	6	1	4	35	3	0	35	44
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage (veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	106	103	57	111	124	36	79			38		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	106	103	57	111	124	36	79			38		
tC, single (s)	7.1	6.5	6.7	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.8	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	94	100	99	100	99	100	100			100		
cM capacity (veh/h)	871	789	889	860	763	1042	1532			1585		
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	59	10	42	79								
Volume Left	48	3	4	0								
Volume Right	8	1	3	44								
cSH	869	812	1532	1585								
Volume to Capacity	0.07	0.01	0.00	0.00								
Queue Length 95th (m)	1.7	0.3	0.1	0.0								
Control Delay (s)	9.4	9.5	0.7	0.0								
Lane LOS	A	A	A									
Approach Delay (s)	9.4	9.5	0.7	0.0								
Approach LOS	A	A										
Intersection Summary												
Average Delay			3.6									
Intersection Capacity Utilization			17.5%		ICU Level of Service				A			
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

5: Francis St & City Hall Entrance

09-26-2025



Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↑	↑		↘	
Traffic Volume (veh/h)	0	36	42	0	9	36
Future Volume (Veh/h)	0	36	42	0	9	36
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	39	46	0	10	39
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type		None	None			
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	46			85	46	
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	46			85	46	
tC, single (s)	4.1			6.4	6.2	
tC, 2 stage (s)						
tF (s)	2.2			3.5	3.3	
p0 queue free %	100			99	96	
cM capacity (veh/h)	1575			921	1029	
Direction, Lane #	EB 1	WB 1	SB 1			
Volume Total	39	46	49			
Volume Left	0	0	10			
Volume Right	0	0	39			
cSH	1700	1700	1005			
Volume to Capacity	0.02	0.03	0.05			
Queue Length 95th (m)	0.0	0.0	1.2			
Control Delay (s)	0.0	0.0	8.8			
Lane LOS			A			
Approach Delay (s)	0.0	0.0	8.8			
Approach LOS			A			
Intersection Summary						
Average Delay			3.2			
Intersection Capacity Utilization			13.3%	ICU Level of Service	A	
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

6: Cambridge St & City Hall Exit

09-26-2025
























Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations				↕	↕	
Traffic Volume (veh/h)	0	0	15	50	61	30
Future Volume (Veh/h)	0	0	15	50	61	30
Sign Control	Stop			Free	Free	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	0	16	54	66	33
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type				None	None	
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	168	82	99			
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	168	82	99			
tC, single (s)	6.4	6.2	4.1			
tC, 2 stage (s)						
tF (s)	3.5	3.3	2.2			
p0 queue free %	100	100	99			
cM capacity (veh/h)	818	983	1507			
Direction, Lane #	NB 1	SB 1				
Volume Total	70	99				
Volume Left	16	0				
Volume Right	0	33				
cSH	1507	1700				
Volume to Capacity	0.01	0.06				
Queue Length 95th (m)	0.3	0.0				
Control Delay (s)	1.8	0.0				
Lane LOS	A					
Approach Delay (s)	1.8	0.0				
Approach LOS						
Intersection Summary						
Average Delay			0.7			
Intersection Capacity Utilization			13.5%	ICU Level of Service	A	
Analysis Period (min)			15			

HCM Signalized Intersection Capacity Analysis

1: Victoria Ave & Colborne St

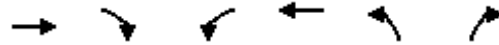
09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	29	214	45	25	238	15	115	132	17	39	72	25
Future Volume (vph)	29	214	45	25	238	15	115	132	17	39	72	25
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Fr't	1.00	0.97		1.00	0.99		1.00	0.98		1.00	0.96	
Flt Protected	0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00	
Satd. Flow (prot)	1736	1780		1736	1811		1736	1796		1736	1757	
Flt Permitted	0.56	1.00		0.56	1.00		0.68	1.00		0.64	1.00	
Satd. Flow (perm)	1028	1780		1020	1811		1235	1796		1162	1757	
Peak-hour factor, PHF	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77
Adj. Flow (vph)	38	278	58	32	309	19	149	171	22	51	94	32
RTOR Reduction (vph)	0	9	0	0	3	0	0	8	0	0	22	0
Lane Group Flow (vph)	38	327	0	32	325	0	149	185	0	51	104	0
Heavy Vehicles (%)	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		2			6			8			4	
Permitted Phases	2			6			8			4		
Actuated Green, G (s)	30.1	30.1		30.1	30.1		13.9	13.9		13.9	13.9	
Effective Green, g (s)	30.1	30.1		30.1	30.1		13.9	13.9		13.9	13.9	
Actuated g/C Ratio	0.54	0.54		0.54	0.54		0.25	0.25		0.25	0.25	
Clearance Time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Vehicle Extension (s)	4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0	
Lane Grp Cap (vph)	552	956		548	973		306	445		288	436	
v/s Ratio Prot		c0.18			0.18			0.10			0.06	
v/s Ratio Perm	0.04			0.03			c0.12			0.04		
v/c Ratio	0.07	0.34		0.06	0.33		0.49	0.42		0.18	0.24	
Uniform Delay, d1	6.2	7.3		6.2	7.3		18.0	17.6		16.6	16.8	
Progression Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Incremental Delay, d2	0.1	0.3		0.1	0.3		1.7	0.9		0.4	0.4	
Delay (s)	6.3	7.6		6.2	7.6		19.7	18.5		17.0	17.2	
Level of Service	A	A		A	A		B	B		B	B	
Approach Delay (s)		7.5			7.5			19.0			17.1	
Approach LOS		A			A			B			B	
Intersection Summary												
HCM 2000 Control Delay			12.0				HCM 2000 Level of Service				B	
HCM 2000 Volume to Capacity ratio			0.39									
Actuated Cycle Length (s)			56.0				Sum of lost time (s)			12.0		
Intersection Capacity Utilization			60.0%				ICU Level of Service			B		
Analysis Period (min)			15									
c Critical Lane Group												

HCM Unsignalized Intersection Capacity Analysis

2: Cambridge St & Colborne St

















09-26-2025



Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↶			↷	↶	↷
Traffic Volume (veh/h)	193	77	16	225	53	27
Future Volume (Veh/h)	193	77	16	225	53	27
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.91	0.91	0.91	0.91	0.91	0.91
Hourly flow rate (vph)	212	85	18	247	58	30
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type	None			None		
Median storage veh						
Upstream signal (m)	127					
pX, platoon unblocked			0.98		0.98	0.98
vC, conflicting volume			297		538	254
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			269		515	226
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			99		88	96
cM capacity (veh/h)			1254		499	793
Direction, Lane #	EB 1	WB 1	NB 1			
Volume Total	297	265	88			
Volume Left	0	18	58			
Volume Right	85	0	30			
cSH	1700	1254	571			
Volume to Capacity	0.17	0.01	0.15			
Queue Length 95th (m)	0.0	0.3	4.3			
Control Delay (s)	0.0	0.7	12.4			
Lane LOS		A	B			
Approach Delay (s)	0.0	0.7	12.4			
Approach LOS			B			
Intersection Summary						
Average Delay			2.0			
Intersection Capacity Utilization			36.3%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis 3: Victoria Ave & Francis St

09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	1	4	2	13	3	72	2	190	16	19	122	1
Future Volume (Veh/h)	1	4	2	13	3	72	2	190	16	19	122	1
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	1	4	2	14	3	78	2	207	17	21	133	1
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage (veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	474	404	134	399	396	216	134			224		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	474	404	134	399	396	216	134			224		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	100	99	100	97	99	91	100			98		
cM capacity (veh/h)	448	525	921	553	532	824	1451			1345		
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	7	95	226	155								
Volume Left	1	14	2	21								
Volume Right	2	78	17	1								
cSH	582	757	1451	1345								
Volume to Capacity	0.01	0.13	0.00	0.02								
Queue Length 95th (m)	0.3	3.4	0.0	0.4								
Control Delay (s)	11.3	10.4	0.1	1.2								
Lane LOS	B	B	A	A								
Approach Delay (s)	11.3	10.4	0.1	1.2								
Approach LOS	B	B										
Intersection Summary												
Average Delay			2.6									
Intersection Capacity Utilization			33.2%		ICU Level of Service					A		
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

4: Cambridge St & Francis St

09-26-2025

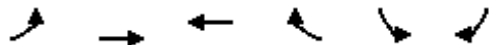


Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Volume (veh/h)	34	8	6	4	9	4	2	54	2	1	18	41
Future Volume (Veh/h)	34	8	6	4	9	4	2	54	2	1	18	41
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	37	9	7	4	10	4	2	59	2	1	20	45
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	118	110	42	120	131	60	65			61		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	118	110	42	120	131	60	65			61		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	96	99	99	100	99	100	100			100		
cM capacity (veh/h)	845	779	1028	841	758	1005	1537			1542		
Direction, Lane #												
	EB 1	WB 1	NB 1	SB 1								
Volume Total	53	18	63	66								
Volume Left	37	4	2	1								
Volume Right	7	4	2	45								
cSH	853	821	1537	1542								
Volume to Capacity	0.06	0.02	0.00	0.00								
Queue Length 95th (m)	1.6	0.5	0.0	0.0								
Control Delay (s)	9.5	9.5	0.2	0.1								
Lane LOS	A	A	A	A								
Approach Delay (s)	9.5	9.5	0.2	0.1								
Approach LOS	A	A										
Intersection Summary												
Average Delay			3.5									
Intersection Capacity Utilization			17.4%	ICU Level of Service		A						
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

5: Francis St & City Hall Entrance

09-26-2025



Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↑	↑		↘	↘
Traffic Volume (veh/h)	0	39	52	0	9	36
Future Volume (Veh/h)	0	39	52	0	9	36
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	42	57	0	10	39
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type		None	None			
Median storage (veh)						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	57				99	57
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	57				99	57
tC, single (s)	4.1				6.4	6.2
tC, 2 stage (s)						
tF (s)	2.2				3.5	3.3
p0 queue free %	100				99	96
cM capacity (veh/h)	1547				900	1009
Direction, Lane #	EB 1	WB 1	SB 1			
Volume Total	42	57	49			
Volume Left	0	0	10			
Volume Right	0	0	39			
cSH	1700	1700	985			
Volume to Capacity	0.02	0.03	0.05			
Queue Length 95th (m)	0.0	0.0	1.3			
Control Delay (s)	0.0	0.0	8.8			
Lane LOS			A			
Approach Delay (s)	0.0	0.0	8.8			
Approach LOS			A			
Intersection Summary						
Average Delay			2.9			
Intersection Capacity Utilization			13.3%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

6: Cambridge St & City Hall Exit

09-26-2025



Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations				↕	↕	
Traffic Volume (veh/h)	0	0	12	80	60	33
Future Volume (Veh/h)	0	0	12	80	60	33
Sign Control	Stop			Free	Free	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	0	13	87	65	36
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type				None	None	
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	196	83	101			
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	196	83	101			
tC, single (s)	6.4	6.2	4.1			
tC, 2 stage (s)						
tF (s)	3.5	3.3	2.2			
p0 queue free %	100	100	99			
cM capacity (veh/h)	786	976	1491			
Direction, Lane #	NB 1	SB 1				
Volume Total	100	101				
Volume Left	13	0				
Volume Right	0	36				
cSH	1491	1700				
Volume to Capacity	0.01	0.06				
Queue Length 95th (m)	0.2	0.0				
Control Delay (s)	1.0	0.0				
Lane LOS	A					
Approach Delay (s)	1.0	0.0				
Approach LOS						
Intersection Summary						
Average Delay			0.5			
Intersection Capacity Utilization			14.9%	ICU Level of Service	A	
Analysis Period (min)			15			

D

Appendix D Alternative 2 Synchro and SimTraffic Outputs



Intersection: 1: Victoria Ave & Colborne St

Movement	EB	EB	WB	WB	NB	NB	SB	SB
Directions Served	L	TR	L	TR	L	TR	L	TR
Maximum Queue (m)	16.3	42.6	23.1	38.3	23.8	23.2	10.3	45.2
Average Queue (m)	3.4	18.4	7.0	15.2	8.6	10.5	1.2	19.1
95th Queue (m)	11.8	34.8	17.1	29.3	18.7	20.8	6.1	34.8
Link Distance (m)		66.0		110.3	72.0	72.0	133.0	133.0
Upstream Blk Time (%)								
Queuing Penalty (veh)								
Storage Bay Dist (m)	20.0		20.0					
Storage Blk Time (%)	0	5	0	3				
Queuing Penalty (veh)	0	1	1	1				

Intersection: 2: Cambridge St & Colborne St

Movement	NB
Directions Served	L
Maximum Queue (m)	15.3
Average Queue (m)	8.5
95th Queue (m)	13.4
Link Distance (m)	-1.5
Upstream Blk Time (%)	1
Queuing Penalty (veh)	1
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 3: Victoria Ave & Francis St

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (m)	8.8	13.4	5.3	10.5
Average Queue (m)	1.2	7.3	0.2	1.8
95th Queue (m)	6.2	12.6	2.2	7.9
Link Distance (m)	53.5	45.7	26.5	72.0
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: Cambridge St & Francis St

Movement	EB	WB
Directions Served	LTR	LTR
Maximum Queue (m)	27.0	9.2
Average Queue (m)	12.5	1.6
95th Queue (m)	21.3	7.2
Link Distance (m)	45.3	113.5
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 5: Francis St & City Hall Entrance

Movement	SB
Directions Served	LR
Maximum Queue (m)	13.3
Average Queue (m)	6.7
95th Queue (m)	13.3
Link Distance (m)	48.9
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 6: Cambridge St & City Hall Exit

Movement	NB
Directions Served	LT
Maximum Queue (m)	11.9
Average Queue (m)	1.5
95th Queue (m)	7.3
Link Distance (m)	59.2
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Network Summary

Network wide Queuing Penalty: 5

Intersection: 1: Victoria Ave & Colborne St

Movement	EB	EB	WB	WB	NB	NB	SB	SB
Directions Served	L	TR	L	TR	L	TR	L	TR
Maximum Queue (m)	15.6	45.7	23.9	43.7	38.7	37.3	11.5	31.0
Average Queue (m)	4.2	18.5	6.9	18.9	17.0	16.4	4.1	14.7
95th Queue (m)	12.6	34.8	17.8	34.8	30.9	30.6	12.0	26.8
Link Distance (m)		66.0		110.3	72.0	72.0	133.0	133.0
Upstream Blk Time (%)		0						
Queuing Penalty (veh)		0						
Storage Bay Dist (m)	20.0		20.0					
Storage Blk Time (%)	0	4	1	5				
Queuing Penalty (veh)	0	1	2	2				

Intersection: 2: Cambridge St & Colborne St

Movement	NB
Directions Served	L
Maximum Queue (m)	19.7
Average Queue (m)	10.2
95th Queue (m)	16.1
Link Distance (m)	-1.5
Upstream Blk Time (%)	3
Queuing Penalty (veh)	3
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 3: Victoria Ave & Francis St

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (m)	8.8	17.2	3.6	15.4
Average Queue (m)	1.5	8.1	0.2	3.5
95th Queue (m)	6.9	13.8	2.3	11.5
Link Distance (m)	53.5	45.7	26.5	72.0
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (m)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 4: Cambridge St & Francis St

Movement	EB	WB
Directions Served	LTR	LTR
Maximum Queue (m)	19.3	9.3
Average Queue (m)	9.6	3.8
95th Queue (m)	15.8	11.1
Link Distance (m)	45.3	113.5
Upstream Blk Time (%)		
Queuing Penalty (veh)		
Storage Bay Dist (m)		
Storage Blk Time (%)		
Queuing Penalty (veh)		

Intersection: 5: Francis St & City Hall Entrance

Movement	SB
Directions Served	LR
Maximum Queue (m)	19.0
Average Queue (m)	7.6
95th Queue (m)	14.7
Link Distance (m)	48.9
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	

Intersection: 6: Cambridge St & City Hall Exit

Movement	NB
Directions Served	LT
Maximum Queue (m)	11.9
Average Queue (m)	2.2
95th Queue (m)	9.3
Link Distance (m)	59.2
Upstream Blk Time (%)	
Queuing Penalty (veh)	
Storage Bay Dist (m)	
Storage Blk Time (%)	
Queuing Penalty (veh)	






















Network Summary

Network wide Queuing Penalty: 9

HCM Signalized Intersection Capacity Analysis

1: Victoria Ave & Colborne St

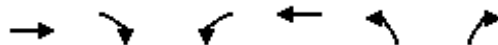
09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	22	158	109	44	199	11	52	76	2	6	142	26
Future Volume (vph)	22	158	109	44	199	11	52	76	2	6	142	26
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Frt	1.00	0.94		1.00	0.99		1.00	1.00		1.00	0.98	
Flt Protected	0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00	
Satd. Flow (prot)	1752	1732		1752	1830		1752	1838		1752	1801	
Flt Permitted	0.61	1.00		0.58	1.00		0.64	1.00		0.70	1.00	
Satd. Flow (perm)	1134	1732		1070	1830		1182	1838		1293	1801	
Peak-hour factor, PHF	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91	0.91
Adj. Flow (vph)	24	174	120	48	219	12	57	84	2	7	156	29
RTOR Reduction (vph)	0	30	0	0	2	0	0	2	0	0	12	0
Lane Group Flow (vph)	24	264	0	48	229	0	57	84	0	7	173	0
Heavy Vehicles (%)	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%	3%
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		2			6			8				4
Permitted Phases	2			6			8			4		
Actuated Green, G (s)	31.2	31.2		31.2	31.2		12.8	12.8		12.8	12.8	
Effective Green, g (s)	31.2	31.2		31.2	31.2		12.8	12.8		12.8	12.8	
Actuated g/C Ratio	0.56	0.56		0.56	0.56		0.23	0.23		0.23	0.23	
Clearance Time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Vehicle Extension (s)	4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0	
Lane Grp Cap (vph)	631	964		596	1019		270	420		295	411	
v/s Ratio Prot		c0.15			0.12			0.05			c0.10	
v/s Ratio Perm	0.02			0.04			0.05			0.01		
v/c Ratio	0.04	0.27		0.08	0.22		0.21	0.20		0.02	0.42	
Uniform Delay, d1	5.6	6.5		5.7	6.3		17.5	17.5		16.8	18.4	
Progression Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Incremental Delay, d2	0.0	0.2		0.1	0.2		0.5	0.3		0.0	0.9	
Delay (s)	5.6	6.7		5.8	6.4		18.0	17.8		16.8	19.4	
Level of Service	A	A		A	A		B	B		B	B	
Approach Delay (s)		6.6			6.3			17.9			19.3	
Approach LOS		A			A			B			B	
Intersection Summary												
HCM 2000 Control Delay			10.9			HCM 2000 Level of Service				B		
HCM 2000 Volume to Capacity ratio			0.32									
Actuated Cycle Length (s)			56.0			Sum of lost time (s)				12.0		
Intersection Capacity Utilization			71.6%			ICU Level of Service				C		
Analysis Period (min)			15									
c Critical Lane Group												

HCM Unsignalized Intersection Capacity Analysis

2: Cambridge St & Colborne St

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Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑			↑	↘	↗
Traffic Volume (veh/h)	166	0	0	218	36	34
Future Volume (Veh/h)	166	0	0	218	36	34
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.87	0.87	0.87	0.87	0.87	0.87
Hourly flow rate (vph)	191	0	0	251	41	39
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						3
Median type	None			None		
Median storage (veh)						
Upstream signal (m)	127					
pX, platoon unblocked						
vC, conflicting volume			191		442	191
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			191		442	191
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			100		93	95
cM capacity (veh/h)			1377		571	848
Direction, Lane #	EB 1	WB 1	NB 1			
Volume Total	191	251	80			
Volume Left	0	0	41			
Volume Right	0	0	39			
cSH	1700	1700	1114			
Volume to Capacity	0.11	0.15	0.07			
Queue Length 95th (m)	0.0	0.0	1.9			
Control Delay (s)	0.0	0.0	10.6			
Lane LOS			B			
Approach Delay (s)	0.0	0.0	10.6			
Approach LOS			B			
Intersection Summary						
Average Delay			1.6			
Intersection Capacity Utilization			21.5%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

3: Victoria Ave & Francis St
















09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	2	0	2	14	3	40	1	88	21	105	186	4
Future Volume (Veh/h)	2	0	2	14	3	40	1	88	21	105	186	4
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88	0.88
Hourly flow rate (vph)	2	0	2	16	3	45	1	100	24	119	211	5
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage veh												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume												
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol												
tC, single (s)												
tC, 2 stage (s)												
tF (s)												
p0 queue free %												
cM capacity (veh/h)												
Direction, Lane #												
Volume Total												
Volume Left												
Volume Right												
cSH												
Volume to Capacity												
Queue Length 95th (m)												
Control Delay (s)												
Lane LOS												
Approach Delay (s)												
Approach LOS												
Intersection Summary												
Average Delay												
Intersection Capacity Utilization												
Analysis Period (min)												

HCM Unsignalized Intersection Capacity Analysis

4: Cambridge St & Francis St

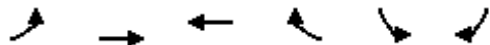
09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	87	2	33	2	5	1	3	27	2	0	0	0
Future Volume (Veh/h)	87	2	33	2	5	1	3	27	2	0	0	0
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77
Hourly flow rate (vph)	113	3	43	3	6	1	4	35	3	0	0	0
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	48	46	0	89	44	36	0			38		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	48	46	0	89	44	36	0			38		
tC, single (s)	7.1	6.5	6.7	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.8	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	88	100	96	100	99	100	100			100		
cM capacity (veh/h)	949	848	960	857	843	1042	1636			1585		
Direction, Lane #												
	EB 1	WB 1	NB 1									
Volume Total	159	10	42									
Volume Left	113	3	4									
Volume Right	43	1	3									
cSH	950	864	1636									
Volume to Capacity	0.17	0.01	0.00									
Queue Length 95th (m)	4.8	0.3	0.1									
Control Delay (s)	9.6	9.2	0.7									
Lane LOS	A	A	A									
Approach Delay (s)	9.6	9.2	0.7									
Approach LOS	A	A										
Intersection Summary												
Average Delay			7.8									
Intersection Capacity Utilization			23.6%	ICU Level of Service						A		
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

5: Francis St & City Hall Entrance

09-26-2025



Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↑	↑		↘	
Traffic Volume (veh/h)	0	126	21	0	9	36
Future Volume (Veh/h)	0	126	21	0	9	36
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	137	23	0	10	39
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type		None	None			
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	23			160	23	
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	23			160	23	
tC, single (s)	4.1			6.4	6.2	
tC, 2 stage (s)						
tF (s)	2.2			3.5	3.3	
p0 queue free %	100			99	96	
cM capacity (veh/h)	1605			836	1060	
Direction, Lane #	EB 1	WB 1	SB 1			
Volume Total	137	23	49			
Volume Left	0	0	10			
Volume Right	0	0	39			
cSH	1700	1700	1005			
Volume to Capacity	0.08	0.01	0.05			
Queue Length 95th (m)	0.0	0.0	1.2			
Control Delay (s)	0.0	0.0	8.8			
Lane LOS			A			
Approach Delay (s)	0.0	0.0	8.8			
Approach LOS			A			
Intersection Summary						
Average Delay			2.1			
Intersection Capacity Utilization			16.6%	ICU Level of Service	A	
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

6: Cambridge St & City Hall Exit

09-26-2025
























Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations				↕		
Traffic Volume (veh/h)	0	0	45	70	0	0
Future Volume (Veh/h)	0	0	45	70	0	0
Sign Control	Stop			Free	Free	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	0	49	76	0	0
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type				None	None	
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	174	0	0			
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	174	0	0			
tC, single (s)	6.4	6.2	4.1			
tC, 2 stage (s)						
tF (s)	3.5	3.3	2.2			
p0 queue free %	100	100	97			
cM capacity (veh/h)	796	1091	1636			
Direction, Lane #	NB 1					
Volume Total	125					
Volume Left	49					
Volume Right	0					
cSH	1636					
Volume to Capacity	0.03					
Queue Length 95th (m)	0.7					
Control Delay (s)	3.0					
Lane LOS	A					
Approach Delay (s)	3.0					
Approach LOS						
Intersection Summary						
Average Delay	3.0					
Intersection Capacity Utilization	9.5%		ICU Level of Service	A		
Analysis Period (min)	15					

HCM Signalized Intersection Capacity Analysis

1: Victoria Ave & Colborne St







09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	29	159	100	42	243	19	110	128	5	19	92	25
Future Volume (vph)	29	159	100	42	243	19	110	128	5	19	92	25
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Total Lost time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Lane Util. Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Frt	1.00	0.94		1.00	0.99		1.00	0.99		1.00	0.97	
Flt Protected	0.95	1.00		0.95	1.00		0.95	1.00		0.95	1.00	
Satd. Flow (prot)	1736	1721		1736	1807		1736	1817		1736	1769	
Flt Permitted	0.56	1.00		0.56	1.00		0.66	1.00		0.65	1.00	
Satd. Flow (perm)	1014	1721		1020	1807		1208	1817		1185	1769	
Peak-hour factor, PHF	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77	0.77
Adj. Flow (vph)	38	206	130	55	316	25	143	166	6	25	119	32
RTOR Reduction (vph)	0	28	0	0	4	0	0	2	0	0	17	0
Lane Group Flow (vph)	38	308	0	55	337	0	143	170	0	25	134	0
Heavy Vehicles (%)	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%	4%
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		2			6			8			4	
Permitted Phases	2			6			8			4		
Actuated Green, G (s)	30.1	30.1		30.1	30.1		13.8	13.8		13.8	13.8	
Effective Green, g (s)	30.1	30.1		30.1	30.1		13.8	13.8		13.8	13.8	
Actuated g/C Ratio	0.54	0.54		0.54	0.54		0.25	0.25		0.25	0.25	
Clearance Time (s)	6.0	6.0		6.0	6.0		6.0	6.0		6.0	6.0	
Vehicle Extension (s)	4.0	4.0		4.0	4.0		4.0	4.0		4.0	4.0	
Lane Grp Cap (vph)	546	926		549	973		298	448		292	436	
v/s Ratio Prot		0.18			c0.19			0.09			0.08	
v/s Ratio Perm	0.04			0.05			c0.12			0.02		
v/c Ratio	0.07	0.33		0.10	0.35		0.48	0.38		0.09	0.31	
Uniform Delay, d1	6.2	7.3		6.3	7.3		18.0	17.5		16.2	17.2	
Progression Factor	1.00	1.00		1.00	1.00		1.00	1.00		1.00	1.00	
Incremental Delay, d2	0.1	0.3		0.1	0.3		1.7	0.7		0.2	0.5	
Delay (s)	6.3	7.5		6.4	7.6		19.6	18.2		16.4	17.7	
Level of Service	A	A		A	A		B	B		B	B	
Approach Delay (s)		7.4			7.4			18.9			17.5	
Approach LOS		A			A			B			B	
Intersection Summary												
HCM 2000 Control Delay			11.7				HCM 2000 Level of Service				B	
HCM 2000 Volume to Capacity ratio			0.39									
Actuated Cycle Length (s)			55.9				Sum of lost time (s)			12.0		
Intersection Capacity Utilization			60.7%				ICU Level of Service			B		
Analysis Period (min)			15									
c Critical Lane Group												

HCM Unsignalized Intersection Capacity Analysis

















2: Cambridge St & Colborne St

09-26-2025

						
Movement	EBT	EBR	WBL	WBT	NBL	NBR
Lane Configurations	↑			↑	↘	↗
Traffic Volume (veh/h)	183	0	0	241	63	37
Future Volume (Veh/h)	183	0	0	241	63	37
Sign Control	Free			Free	Stop	
Grade	0%			0%	0%	
Peak Hour Factor	0.91	0.91	0.91	0.91	0.91	0.91
Hourly flow rate (vph)	201	0	0	265	69	41
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						3
Median type	None			None		
Median storage (veh)						
Upstream signal (m)	127					
pX, platoon unblocked						
vC, conflicting volume			201		466	201
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol			201		466	201
tC, single (s)			4.1		6.4	6.2
tC, 2 stage (s)						
tF (s)			2.2		3.5	3.3
p0 queue free %			100		88	95
cM capacity (veh/h)			1359		553	837
Direction, Lane #	EB 1	WB 1	NB 1			
Volume Total	201	265	110			
Volume Left	0	0	69			
Volume Right	0	0	41			
cSH	1700	1700	882			
Volume to Capacity	0.12	0.16	0.12			
Queue Length 95th (m)	0.0	0.0	3.4			
Control Delay (s)	0.0	0.0	11.3			
Lane LOS			B			
Approach Delay (s)	0.0	0.0	11.3			
Approach LOS			B			
Intersection Summary						
Average Delay			2.2			
Intersection Capacity Utilization			22.8%	ICU Level of Service		A
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis 3: Victoria Ave & Francis St

09-26-2025

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	1	4	2	12	3	52	2	189	17	110	123	1
Future Volume (Veh/h)	1	4	2	12	3	52	2	189	17	110	123	1
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	1	4	2	13	3	57	2	205	18	120	134	1
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage (veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	651	602	134	596	593	214	135			223		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	651	602	134	596	593	214	135			223		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	100	99	100	97	99	93	100			91		
cM capacity (veh/h)	331	375	920	385	381	826	1449			1346		
Direction, Lane #	EB 1	WB 1	NB 1	SB 1								
Volume Total	7	73	225	255								
Volume Left	1	13	2	120								
Volume Right	2	57	18	1								
cSH	442	660	1449	1346								
Volume to Capacity	0.02	0.11	0.00	0.09								
Queue Length 95th (m)	0.4	3.0	0.0	2.3								
Control Delay (s)	13.3	11.1	0.1	4.1								
Lane LOS	B	B	A	A								
Approach Delay (s)	13.3	11.1	0.1	4.1								
Approach LOS	B	B										
Intersection Summary												
Average Delay			3.5									
Intersection Capacity Utilization			39.5%		ICU Level of Service				A			
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

4: Cambridge St & Francis St

09-26-2025

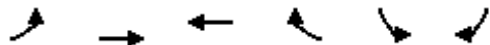


Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕				
Traffic Volume (veh/h)	87	9	31	4	9	4	2	54	2	0	0	0
Future Volume (Veh/h)	87	9	31	4	9	4	2	54	2	0	0	0
Sign Control		Stop			Stop			Free			Free	
Grade		0%			0%			0%			0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	95	10	34	4	10	4	2	59	2	0	0	0
Pedestrians												
Lane Width (m)												
Walking Speed (m/s)												
Percent Blockage												
Right turn flare (veh)												
Median type												
Median storage veh)												
Upstream signal (m)												
pX, platoon unblocked												
vC, conflicting volume	73	65	0	103	64	60	0			61		
vC1, stage 1 conf vol												
vC2, stage 2 conf vol												
vCu, unblocked vol	73	65	0	103	64	60	0			61		
tC, single (s)	7.1	6.5	6.2	7.1	6.5	6.2	4.1			4.1		
tC, 2 stage (s)												
tF (s)	3.5	4.0	3.3	3.5	4.0	3.3	2.2			2.2		
p0 queue free %	89	99	97	100	99	100	100			100		
cM capacity (veh/h)	905	825	1085	841	826	1005	1623			1542		
Direction, Lane #												
	EB 1	WB 1	NB 1									
Volume Total	139	18	63									
Volume Left	95	4	2									
Volume Right	34	4	2									
cSH	936	864	1623									
Volume to Capacity	0.15	0.02	0.00									
Queue Length 95th (m)	4.2	0.5	0.0									
Control Delay (s)	9.5	9.3	0.2									
Lane LOS	A	A	A									
Approach Delay (s)	9.5	9.3	0.2									
Approach LOS	A	A										
Intersection Summary												
Average Delay			6.8									
Intersection Capacity Utilization			23.9%	ICU Level of Service						A		
Analysis Period (min)			15									

HCM Unsignalized Intersection Capacity Analysis

5: Francis St & City Hall Entrance

09-26-2025



Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations		↑	↑		↘	
Traffic Volume (veh/h)	0	131	24	0	9	36
Future Volume (Veh/h)	0	131	24	0	9	36
Sign Control		Free	Free		Stop	
Grade		0%	0%		0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	142	26	0	10	39
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type		None	None			
Median storage (veh)						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	26			168	26	
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	26			168	26	
tC, single (s)	4.1			6.4	6.2	
tC, 2 stage (s)						
tF (s)	2.2			3.5	3.3	
p0 queue free %	100			99	96	
cM capacity (veh/h)	1588			822	1050	
Direction, Lane #	EB 1	WB 1	SB 1			
Volume Total	142	26	49			
Volume Left	0	0	10			
Volume Right	0	0	39			
cSH	1700	1700	994			
Volume to Capacity	0.08	0.02	0.05			
Queue Length 95th (m)	0.0	0.0	1.2			
Control Delay (s)	0.0	0.0	8.8			
Lane LOS			A			
Approach Delay (s)	0.0	0.0	8.8			
Approach LOS			A			
Intersection Summary						
Average Delay			2.0			
Intersection Capacity Utilization			16.9%	ICU Level of Service	A	
Analysis Period (min)			15			

HCM Unsignalized Intersection Capacity Analysis

6: Cambridge St & City Hall Exit

09-26-2025



Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations				↕		
Traffic Volume (veh/h)	0	0	45	100	0	0
Future Volume (Veh/h)	0	0	45	100	0	0
Sign Control	Stop			Free	Free	
Grade	0%			0%	0%	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92
Hourly flow rate (vph)	0	0	49	109	0	0
Pedestrians						
Lane Width (m)						
Walking Speed (m/s)						
Percent Blockage						
Right turn flare (veh)						
Median type				None	None	
Median storage veh						
Upstream signal (m)						
pX, platoon unblocked						
vC, conflicting volume	207	0	0			
vC1, stage 1 conf vol						
vC2, stage 2 conf vol						
vCu, unblocked vol	207	0	0			
tC, single (s)	6.4	6.2	4.1			
tC, 2 stage (s)						
tF (s)	3.5	3.3	2.2			
p0 queue free %	100	100	97			
cM capacity (veh/h)	758	1085	1623			
Direction, Lane #	NB 1					
Volume Total	158					
Volume Left	49					
Volume Right	0					
cSH	1623					
Volume to Capacity	0.03					
Queue Length 95th (m)	0.7					
Control Delay (s)	2.4					
Lane LOS	A					
Approach Delay (s)	2.4					
Approach LOS						
Intersection Summary						
Average Delay	2.4					
Intersection Capacity Utilization	11.1%		ICU Level of Service	A		
Analysis Period (min)	15					

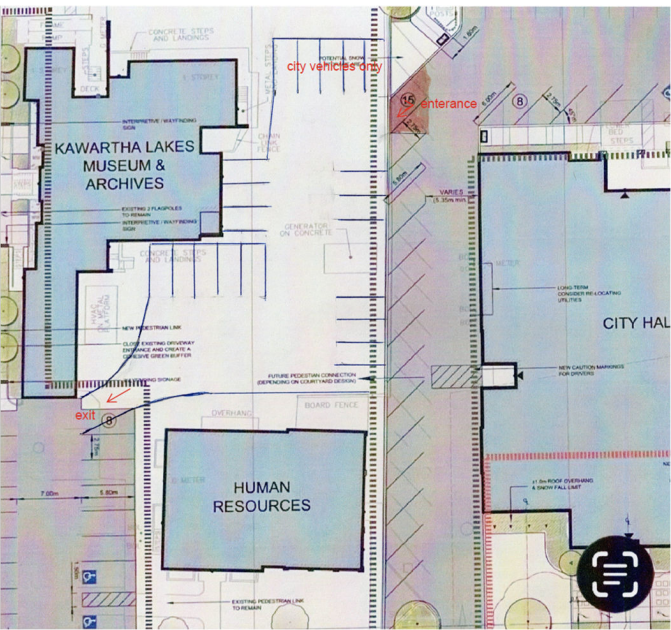


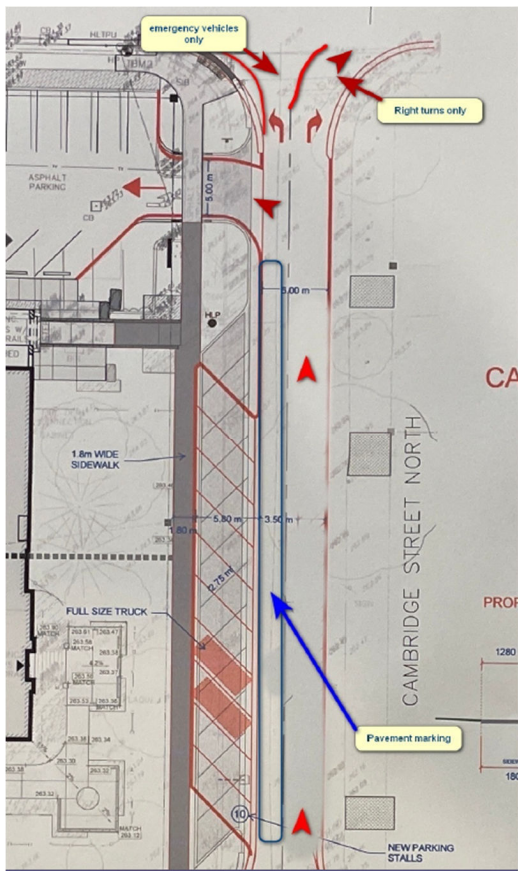
PIC Question / Comment	Proposed Response
Comments from PDF File “Comments on City Hall Campus Block”	
<p>Problem #1 – Sidewalks</p> <ul style="list-style-type: none"> a) Widths of Sidewalk one is 1.8m the other is 2m b) Length of truck 5.31 the other 5.8m c) Both have the same front overhang 0.67m <p>Questions</p> <ul style="list-style-type: none"> a) Why are the sidewalks different widths? b) City standard for sidewalks is 1.5 m wide where there is no blvd.? c) With the 1.28m sidewalk on the west side your one way plan, I would think the sidewalk plow will be damaging a few parked vehicles front ends! d) There should be a blvd. between the curb and the sidewalk, Vehicles should not be hanging over the sidewalk. e) Why is the curb in a difference location, parking spaces are at 45 deg. For both plans therefore the curb line should be in the same location. f) Road width (back of sidewalk west side to east curb) don't add up, – two way plan is 13.3m and one way plan is 13.6m. g) Snowplowing of lot and angle parking spaces on Cambridge St. N. If it done like Kent St. downtown Vehicles will be in the driving lane. <p>Snow need to be removed in the winter time as it takes up parking spaces</p>	<p>a) The Heritage Planning group has noted that City Hall is a designated heritage building, and the existing sidewalk location should remain within the ROW.</p> <p>Relocating the sidewalk closer to the property line would also impact existing trees and their root zones.</p> <p>The two-way option on Cambridge Street has been illustrated to highlight potential issues if parking is added to the current 7.0 m-wide road configuration. There is a risk that parked vehicles could obstruct the travel lane and overhang onto the sidewalk. For this reason, a wider sidewalk is proposed to maximize pedestrian space. A full-size truck has been shown to represent a worst-case scenario.</p> <p>We acknowledge that any parking modifications, including angled parking, may complicate winter maintenance for both sidewalks and parking stalls. The use of dropped curbs at the ends of parking rows may assist with snow removal; however, the preferred approach would be to remove snow off-site.</p>

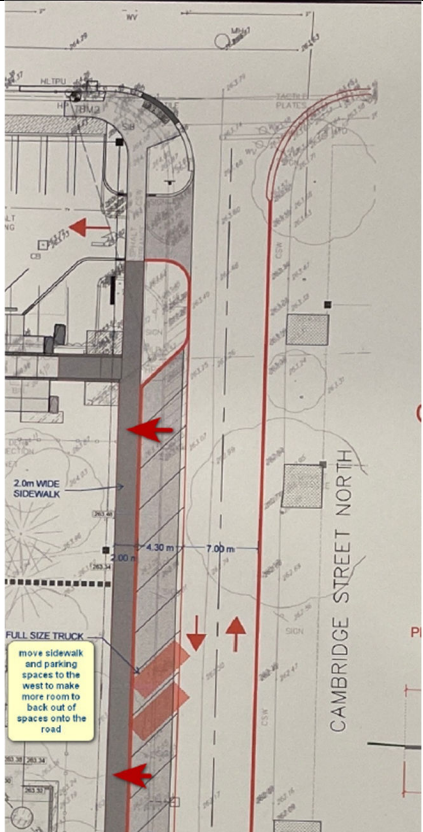
PIC Question / Comment					Proposed Response																																		
<p>Problem #2 – Number of parking spots (see below image)</p> <table border="1"> <thead> <tr> <th rowspan="2">Location</th> <th colspan="2">Cambridge St. N. - one way</th> <th colspan="2">Cambridge St. N. - two way</th> </tr> <tr> <th>Parking Spaces now</th> <th>Parking spaces planned</th> <th>Parking Spaces now</th> <th>Parking spaces planned</th> </tr> </thead> <tbody> <tr> <td>Cambridge St. N</td> <td>5 + loading zone</td> <td>10</td> <td>5 + loading zone</td> <td>12</td> </tr> <tr> <td>west side of lot</td> <td>17</td> <td>15</td> <td>17</td> <td>15</td> </tr> <tr> <td>North side of lot</td> <td>16</td> <td>16</td> <td>16</td> <td>16</td> </tr> <tr> <td>South side of lot</td> <td>12</td> <td>8</td> <td>12</td> <td>8</td> </tr> <tr> <td>Total</td> <td>50</td> <td>49</td> <td>50</td> <td>51</td> </tr> </tbody> </table> <p>There is no gain in the number of parking spaces by making Cambridge St. N. a two way street with angle parking or making it a one way street. The reason to do this work was to gain more parking spaces. The two way plan gains one space and the one way plan loses one space. (see attached file – city hall parking spaces numbers)</p>					Location	Cambridge St. N. - one way		Cambridge St. N. - two way		Parking Spaces now	Parking spaces planned	Parking Spaces now	Parking spaces planned	Cambridge St. N	5 + loading zone	10	5 + loading zone	12	west side of lot	17	15	17	15	North side of lot	16	16	16	16	South side of lot	12	8	12	8	Total	50	49	50	51	<p>Both options provide much-needed parking along Cambridge Street. The one-way option may be safer, as it reduces the risk of vehicles reversing into two-way traffic. It would also allow the sidewalk to remain in its current location, avoiding impacts to existing trees and other features.</p>
Location	Cambridge St. N. - one way		Cambridge St. N. - two way																																				
	Parking Spaces now	Parking spaces planned	Parking Spaces now	Parking spaces planned																																			
Cambridge St. N	5 + loading zone	10	5 + loading zone	12																																			
west side of lot	17	15	17	15																																			
North side of lot	16	16	16	16																																			
South side of lot	12	8	12	8																																			
Total	50	49	50	51																																			
<p>Problem #3 – Cambridge St. N. entrance will need to be wider to accommodate the delivery trucks. As the loading zone on Cambridge St. will be gone.</p>					<p>The current 5.0m wide entrance can be widened to a standard 6.0m wide to better accommodate delivery trucks. Inverting traffic flow and creating 45-degree angle parking will also improve circulation for larger vehicles around the northwest corner of the building.</p>																																		



PIC Question / Comment	Proposed Response
<p>Problem #4 - Daylighting triangle at the northwest corner of Cambridge St. N. and Colborne St. W., as the city wants to park the three large vans in that area over night. Second part of that problem is that the city vehicles take up 5 parking spaces on a daily bases. Plus the 9 spaces for councilors. That's 14 of the 50 spaces.</p>	<p>Refer to attached Traffic Impact Study for further discussion regarding sightlines.</p>
<p>Problem #5 – traffic flow within the parking lot</p> <p>By reversing the existing traffic flow will not fix the problem. The problem with the traffic flow is no one has followed it for the 25 years!! So changing direction will only create new problems controlling the flow.</p>	<p>Exit-only gates have been discussed as an option to reduce the risk of wrong-way entry into the site.</p> <p>A reversed internal traffic flow is proposed to better align with current road safety standards and to improve pedestrian safety, including the addition of a new sidewalk along the City Hall building façade. Please refer to the attached Traffic Impact Study for further details (e.g., Figure 4-6: blind corner at the northwest corner of the building). Additional signage and pavement markings are also proposed to reinforce directional flow.</p>
<p>Problem #6 – Museum Parking</p> <p>There is very little parking for the museum at this time. What happens if it gets busy, where will the visitor park? (town hall lot)</p>	<p>Please refer to the attached Overall Campus Block Master Plan, which illustrates proposed improvements to the parking areas associated with the Museum and Human Resources building.</p>
<p>Problem #7 – Backup generator</p> <p>Why was the new generator located in the middle of the property? It should have been relocated when it was installed this year to help save space.</p>	<p>The location of the new backup generator was determined based on site constraints, including existing underground utilities, building connections, safety clearances, installation and safety requirements.</p>

PIC Question / Comment	Proposed Response
<p>Solutions (a)</p>  <p>This would make use of the unused area in the middle of the Campus Block, this would move the work vehicles and could be used for councilor and department heads. And would free up 16 parking spaces from the main lot. Maybe no need to touch Cambridge St. N. This area could be gate off so only employee with passes could park there.</p>	<p>The original prison yard was identified by the Kawartha Lakes Museum as an opportunity for a new courtyard space following the alignment of the former prison wall. This area is intended to include interpretive signage as part of the museum experience, which is why no parking improvements have been proposed for this location.</p>
<p>Solutions (b)</p>	

PIC Question / Comment	Proposed Response
 <p>This uses the existing north bound lane as the live lane. And moves the pavement marked area to the west in the existing southbound lane. This will provide more room for vehicles to back out of parking spaces. At the intersection of Cambridge St. N. and Colborne St. W. should be only allowed to turn right to maintain the traffic flow on Colborne St. W. As Colborne St. W. will get busier when the bridge is completed. Left turn will be a problem, if three vehicles are lined up to make a left turn as the third vehicle will block the entrance to the City Hall parking lot. But will allow emergency vehicle to make the left turn.</p>	<p>Shifting the pavement markings could provide additional room for vehicles to back out of the angled parking spaces and still maintain a minimum 6m width for emergency services. If there is an overall consent to reverse the traffic flow within the site, this option could be evaluated further.</p>
<p>Solutions (c)</p>	<p>The Heritage Department has also reiterated that City Hall is a designated heritage building and that the existing sidewalk location should remain within the ROW.</p>

PIC Question / Comment	Proposed Response
 <p>See photo “two way plan” by moving the sidewalk and the curbs to the west, this would help the parking spaces have enough room to back out in to traffic.</p>	
<p>Solutions (d)</p> <p>Buy the Gov’t building on Kent St. W., I would think the Ontario Gov’t would be happy if you took off their hands. This would put the city’s departments all under one roof. Which would make it easy on the tax payer to do business with the city, one stop shopping.</p>	<p>While there may be benefits to consolidating services, purchasing or leasing another property would involve significant costs. Improving parking and access at the existing City Hall location is a more feasible option.</p>



PIC Question / Comment	Proposed Response
<p>Solutions (e)</p> <p>Move the People Services department to a new office building. And remove that building and make the area a parking lot.</p>	<p>The People Services building continues to serve as an important office location for City staff. Relocating these services and redeveloping the site for parking would require significant investment and is not considered feasible at this time.</p>
<p>General Comment:</p> <p>As a property owner and taxpayer, I have no problem with the idea of getting more parking around the City Hall or making Cambridge St. N. a one-way street. But with the plans I been shown, I can't see where you are gaining any more parking spots (see attached file – city hall parking spaces numbers). Changing the traffic flow in the existing parking, will not work, it has not worked for 25 years, so changing the direction will not make any difference only new problems.</p>	<p>Acknowledged.</p>
<p>Email from [REDACTED] (Monday March 30, 2026)</p>	
<p>I attended the Public Information Meeting on March 18, 2026.</p> <p>I am not in favour of internal traffic flow being reversed.</p> <p>I suggest closing Cambridge Street North at Colborne Street West and leaving traffic flow unchanged in the City Hall Parking Lot. Cambridge Street North could be made one way travelling south from the parking lot exit for the block to Francis Street. There could be 10 parking spaces on the west side of Cambridge Street North and perhaps 2 parking spaces at the closed end of Cambridge Street North similar to the parking spaces at the closed end of Ridout Street.</p> <p>I realize there are residents on the east side of Cambridge Street North who would be impacted by changing their block to one-way travel south. My recommendation would result in the residents travelling</p>	<p>While closing Cambridge Street north of Colborne Street could increase parking supply around City Hall, it would negatively impact existing residents on Cambridge Street. In addition, all through traffic would need to be redirected to adjacent streets, affecting connectivity within the broader road network. For these reasons, this option is not considered a suitable long-term solution.</p>



PIC Question / Comment	Proposed Response
<p>through the City Hall parking lot to reach their driveways. And they would experience more vehicles parking on the west side of the street. Consultations with those impacted residents would be necessary.</p> <p>I appreciate the opportunity to attend the public meeting and to access all the information provided. Encouraging city residents to comment on future plans provides residents with a sense of ownership in the continued growth of Kawartha Lakes.</p>	

Benefits of Inverting Internal Traffic Flow within the Existing City Hall Parking Lot
<p>Replacing the existing asphalt surface and base layers, as recommended by the geotechnical assessment, provides an opportunity to upgrade the parking lot to current design standards. This includes achieving compliant parking stall dimensions and ensuring the required number of barrier-free parking spaces to serve surrounding buildings</p>
<p>Reversing the internal traffic flow creates an opportunity to reduce drive aisle widths. This allows for the addition of a sidewalk along the front of City Hall, along with a narrow landscaped buffer. Together, these improvements enhance pedestrian safety and improve the building’s visual presentation by removing parking immediately adjacent to the façade.</p>
<p>The northwest corner of the building currently creates a blind spot, where pedestrians walking along the north side and drivers traveling along the west side may not see each other in time to avoid a collision. This presents a safety concern, particularly for seniors observed accessing the site. By reversing traffic flow, this will eliminate this conflict, positioning both pedestrians and vehicles on the north side where visibility is improved before navigating the corner. If traffic flow is</p>

not reversed, mitigation measures such as warning signage, speed humps, or a convex mirror should be considered.



Despite existing “no entry” signage at the exit-only driveway, drivers were observed entering from this location during a site visit on September 11, 2025. Installing a physical control, such as an exit-only gate, would help prevent unauthorized entry and reinforce proper circulation.



Revisions to the curb layout will also support more efficient winter maintenance operations and will create opportunities for increased snow storage capacity within the site.

Inverting traffic flow and creating 45-degree angle parking will also improve circulation for larger vehicles around the northwest corner of the building.



Council Report

Report Number:	CA2026-002
Meeting Date:	April 21, 2026
Title:	Contribution Agreement for the Canada Public Transit Fund
Description:	This report presents Council with the contribution agreement for a secured capital grant.
Author and Title:	Daniel Horvath, Asset Management Coordinator

Recommendation(s):

That Report CA2026-002, **Contribution Agreement for the Canada Public Transit Fund**, be received;

That the Mayor and City Clerk be authorized to execute the contribution agreement substantially in the form of that contained in the Appendix A of Report CA2026-002; and

That financing of existing capital projects affected by this agreement be adjusted as required such that displaced financing is returned to its source.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Corporate Assets Division secured a capital grant for the City: Canada Public Transit Fund (CPTF) – Baseline Funding Stream. This is a federally funded grant through the Ministry of Housing, Infrastructure and Communities Canada. The purpose of this report is to facilitate approval and execution of the contribution agreement for this capital grant.

Rationale:

A key part of Corporate Assets Division’s mandate is to remain abreast of and pursue significant capital grant funding opportunities. Through the CPTF Baseline Funding Stream grant the City has secured \$1,323,750 to provide consistent funding for transit-related capital projects over 2026-2036. For the 2026-2027 year, this grant will provide \$132,375 towards two transit bus replacements present in the 2026 Capital Budget. For this capital grant, the City is required to enter into a contribution agreement with the grantor in order to access the capital funds being offered. The agreement is attached hereto as Appendix A.

Other Alternatives Considered:

As the CPTF Baseline Funding Stream grant provides \$1,323,750 in funding for planned capital projects, it is to the City’s financial advantage to accept the offered funding by entering into the required contribution agreement. As such, no alternatives to this report’s recommendations have been identified.

Alignment to Strategic Priorities

The recommendations of this report support responsible financial and asset management, and hence align with the strategic priority of “Good Government” identified in the City’s 2024-2027 Strategic Plan.

Financial/Operation Impacts:

Since the CPTF capital grant supports capital projects that are planned for the near term, the recommendations of this report provide for \$132,375 in yearly support and result in no added financial commitment to the City.

Consultations:

Manager of Fleet and Transit

Manager of Corporate Assets

Attachments:

Appendix A – Contribution Agreement for the CPTF Baseline Funding Stream Grant



CP-001051 -
Contribution Agree

Department Head email: jrojas@kawarthalakes.ca

Department Head: Juan Rojas, Director of Engineering and Corporate Assets

CANADA – CORPORATION OF THE CITY OF KAWARTHA LAKES

CANADA PUBLIC TRANSIT FUND – BASELINE FUNDING

CONTRIBUTION AGREEMENT FOR CP-001051 CAPITAL PLAN FOR THE CORPORATION OF THE CITY OF KAWARTHA LAKES

This Agreement is made as of the date of last signature.

BETWEEN: **HIS MAJESTY THE KING IN RIGHT OF CANADA**, as represented by the Minister of Infrastructure and Communities, hereinafter referred to as the Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada (“Canada”)

AND

THE CORPORATION OF THE CITY OF KAWARTHA LAKES, continued or incorporated pursuant to the City of Kawartha Lakes Act, 2000, S.O. 2000, c. 43 (the “Recipient”),

Individually referred to as a “Party” and collectively referred to as the “Parties”.

RECITALS

WHEREAS in 2021, the Government of Canada announced long-term, predictable federal funding for public transit which will be available to support for investments in reliable, fast, affordable, and clean public transit beginning in 2026/27;

WHEREAS the Government of Canada announced that the Canada Public Transit Fund would include the Baseline Funding stream;

WHEREAS the Baseline Funding stream focuses on enhancing routine capital and non-capital investment, ensuring the continual growth, rehabilitation, and replacement of public transit and active transportation infrastructure as well as increasing capacity for planning;

WHEREAS the Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada is responsible for the Canada Public Transit Fund (“the Program”) and wishes to provide financial support for capital plans that will advance the targets and objectives under this Agreement;

WHEREAS the Recipient has submitted to Canada a proposal for the funding of the CP-001051 CAPITAL PLAN FOR THE CORPORATION OF THE CITY OF KAWARTHA LAKES which qualifies for support under the Program;

WHEREAS Canada provided a letter on January 29, 2026, to the Recipient indicating an approval-in-principle of funding of the Capital Plan proposal enabling the Recipient to begin undertaking project activities eligible for funding and subject to finalizing a contribution agreement with Canada;

WHEREAS transit entities are key economic enablers, Canada would like to emphasize the importance of maximizing economic benefits for Canadian industries. This includes considering prioritizing Canadian materials when undertaking infrastructure investments, including procurement processes, subject to legal obligations and Canada’s obligations under trade and investment agreements.

WHEREAS the Recipient is responsible for carrying out the Capital Plan through the Capital Plan Components and Canada wishes to provide financial support for the Capital Plan and its objectives

WHEREAS Canada intends to provide Baseline Funding on the basis of approved Capital Plan Components;

NOW THEREFORE, in accordance with the mutual covenants and agreements herein, the Parties hereby agree as follows:

1. INTERPRETATION

1.1 DEFINITIONS

In addition to the terms defined in the recitals and elsewhere in this Agreement, a capitalized term has the meaning given to it in this Section.

“**Agreement**” means this contribution agreement and all its schedules, as may be amended from time to time.

“**Agreement End Date**” means March 31st, 2036, unless terminated earlier in accordance with this Agreement.

“**Annual Report**” means the report described in Schedule C.1 (Annual Report).

“**Asset**” means any real or personal property or immovable or movable asset acquired, purchased, constructed, rehabilitated or improved, in whole or in part, with funds contributed by Canada under the terms and conditions of this Agreement, including but not limited to any Non-owned Asset.

“**Asset Disposal Period**” means, with respect to a Capital Plan Component, the period commencing from the Effective Date and ending 5 years after a Component Substantial Completion Date, except in the case of non rail-based rolling stock where the Asset Disposal Period ends 5 years after the Delivery Date of an individual asset.

“**Baseline Funds**” means the contributions provided by Canada to the Recipient to be used in accordance with the terms and conditions of this Agreement.

“**Business Day**” means any day other than a Saturday, a Sunday, a statutory or civic holiday in the Province of Ontario or federally in Canada, or a day on which banks are not open for business in the Province of Ontario.

“**Capital Plan**” means the Capital Plan as described in Schedule B (The Capital Plan).

“**Capital Plan Approval Date**” means January 29, 2026, which is the date indicated by Canada in writing to the Recipient of Canada’s approval-in-principle of the Capital Plan.

“**Capital Plan Component**” means a sub-project that forms part of the overall Capital Plan.

“**Capital Plan Component Cost**” means the total estimated cost to the Recipient to complete the Capital Plan Component as proposed by the Recipient and accepted by Canada.

“**Capital Plan Cost**” means the total estimated cost to the Recipient to complete the Capital Plan as described in Schedule B (Capital Plan).

“**Capital Plan 5-year Progress Report**” means the report described in Schedule C.2 (Capital Plan 5-year Progress Report).

“**Committee**” means the Agreement Monitoring Committee established pursuant to Section 5 (Agreement Monitoring Committee).

“**Communications Activity**” or “**Communications Activities**” means, but is not limited to, public or media events or ceremonies including key milestone events, news releases, reports, web and social media products or postings, blogs, news conferences, public notices, physical and digital signs, publications, success stories and vignettes, photos, videos, multi-media content, advertising campaigns, awareness campaigns, editorials, multi-media products and all related communication materials. Communications Protocols are outlined in Schedule D (Communication Protocols).

“**Component Substantial Completion Date**” means the date at which a Capital Plan Component can be used for its intended use.

“**Contract**” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to the Capital Plan in return for financial consideration.

“**Declaration of Substantial Completion**” means a declaration, with respect to a Capital Plan Component, in the form substantially prescribed in Schedule E (Declaration of Substantial Completion).

“**Delivery Date**” means the date at which an Asset is received and can be used for its intended purpose.

“**Effective Date**” means the date of last signature of this Agreement.

“**Eligible Expenditures**” means those costs incurred by the Recipient that are directly related to the Capital Plan and which are considered eligible by Canada as set out in

Schedule A (Eligible and Ineligible Expenditures).

“**Fair Value**” means the amount that would be agreed upon in an arm’s length transaction between knowledgeable, willing parties who are under no compulsion to act.

“**Fiscal Year**” means the period beginning April 1 of a year and ending March 31 of the following year.

“**In-Kind Contributions**” means non-monetary contributions of goods, services or other support provided by the Recipient, or to the Recipient by a third party for the Capital Plan, for which Fair Value is assigned, but for which no payment occurs.

“**Joint Communications**” means events, news releases and signage that relate to the Agreement and are collaboratively developed and approved by the Parties and are not operational in nature.

“**Non-owned Asset**” means an Asset to which the Recipient does not hold the title and ownership.

“**Program**” means the Canada Public Transit Fund.

“**Third Party**” means any person or legal entity, other than a Party, who participates in the implementation of the Capital Plan by means of a Contract.

“**Total Financial Assistance**” means total funding from all sources towards Eligible Expenditures of the Capital Plan, including funding from the Recipient and federal, provincial, territorial, and municipal governments as well as funding from all other sources, including In-Kind Contributions.

1.2 ENTIRE AGREEMENT

This Agreement comprises the entire agreement between the Parties in relation to the subject of the Agreement. No prior document, negotiation, provision, undertaking or agreement has legal effect, unless incorporated by reference into this Agreement. No representation or warranty express, implied or otherwise, is made by Canada to the Recipient except as expressly set out in this Agreement.

1.3 DURATION OF AGREEMENT

This Agreement will be effective as of the Effective Date and will terminate on the Agreement End Date subject to early termination in accordance with this Agreement.

1.4 SCHEDULES

The following schedules are attached to, and form part of this Agreement:

Schedule A – Eligible and Ineligible Expenditures

Schedule B – The Capital Plan

Schedule C – Reporting Requirements

Schedule D – Communications Protocol

Schedule E – Declaration of Substantial Completion

Schedule F – Federal Requirement Definitions

2. PURPOSE OF AGREEMENT

The purpose of this Agreement is to establish the terms and conditions whereby funding is made available by Canada to the Recipient for its Capital Plan.

3. OBLIGATION OF THE PARTIES

3.1 CONTRIBUTION BY CANADA

- a) Canada agrees to make Baseline Funds available to the Recipient in a total amount not to exceed \$1,323,750 as set out in the Capital Plan Budget in Schedule B.2.
- b) Notwithstanding paragraph 3.1(a) above, the funding for fiscal years 2031-32 to 2035-36 set out in Schedule B.2 shall only be made available after the Recipient has submitted and Canada has accepted a 5-year capital plan for the aforementioned fiscal years.
- c) The Parties agree that the funding made available in Subsection 3.1(a) shall only be committed to and payable by Canada in relation to approved Capital Plan

Components.

- d) Canada agrees to pay contributions to the Recipient of not more than forty percent (40%) of the total Eligible Expenditures for capital infrastructure Capital Plan Components; and not more than eighty percent (80%) of the total Eligible Expenditures for non-capital Capital Plan Components, but only up to a maximum of six hundred sixty-one thousand, eight hundred seventy-five dollars (\$661,875) for the 5 year Capital Plan.
- e) Canada may recover the excess from the Recipient or reduce its contribution by an amount equal to the excess of:
 - I. Canada's total contribution towards capital infrastructure Capital Plan Components exceeding forty percent (40%) of Eligible Expenditures for capital infrastructure Capital Plan Components; or
 - II. Canada's total contribution towards non-capital Capital Plan Components exceeding eighty percent (80%) of Eligible Expenditures for non-capital Capital Plan Components; or
 - III. the Total Financial Assistance received or due in respect of the Capital Plan's Eligible Expenditures exceeding one hundred percent (100%) thereof.
- f) The Parties acknowledge that Canada's role in the Capital Plan is limited to making a financial contribution to the Recipient for the Capital Plan and that Canada will have no involvement in the implementation of the Capital Plan. Canada is neither a decision-maker nor an administrator to the Capital Plan.

3.2 COMMITMENTS BY THE RECIPIENT

- a) The Recipient will complete the Capital Plan in a diligent and timely manner, as per the Capital Plan details outlined in Schedule B (The Capital Plan), within the costs and deadlines specified in this Agreement and in accordance with the terms and conditions of this Agreement.
- b) The Recipient will submit a new Capital Plan for approval by March 31, 2030, in order for Baseline Funds to be available for fiscal years 2031-32 to 2035-36. The total amount payable by Canada across the two Capital Plans shall not exceed the amount outlined in Subsection 3.1(a).
- c) The Recipient will submit Capital Plan Components to Canada for approval as per Subsection 3.5 .
- d) The Recipient will be responsible for all costs of the Capital Plan including cost overruns, if any.
- e) The Recipient will inform Canada promptly of the Total Financial Assistance received or due for the Capital Plan, or of any change thereof.
- f) The Recipient will be responsible for any and all costs associated with the Capital Plan should the Capital Plan or Capital Plan Components be cancelled, and the Recipient will repay to Canada any payment received for disallowed costs, unexpended contributions and overpayments made under and according to the terms and conditions of this Agreement.
- g) The Recipient will ensure the implementation of, and report on, housing conditions, environmental assessment and Indigenous consultation requirements, climate resilience requirements, and greenhouse gas mitigation requirements when required under the agreement.
- h) The Recipient will ensure that all necessary rights, interests, permits, licences, approvals, registrations, and any other authorizations required to complete the Capital Plan Component are obtained.
- i) Based on the definitions of "disability" and "barrier" per the [Accessible Canada Act](#), the Recipient will ensure that the Capital Plan Components will meet or exceed the requirement of the highest published accessibility standard in a jurisdiction, as defined in the Canadian Standards Association's Technical Standard Accessible Design for the Built Environment (CAN/CSA B652:23) in addition to applicable provincial building

codes and relevant municipal by-laws.

- j) The Recipient will ensure the ongoing operation, maintenance, and repair of any Asset in relation to the Capital Plan Component as per appropriate standards, during the Asset Disposal Period.
- k) Canada may request that the Recipient declare to Canada any amounts owing to the federal Crown, under legislation or contribution agreements that constitute an overdue debt. The Recipient recognizes that any such amount owing is a debt due to the federal Crown and may be set-off by Canada in accordance with Subsection 18.6 (Set-off by Canada).
- l) The Recipient will inform Canada immediately of any fact or event that could compromise wholly or in part the Capital Plan.

3.3 APPROPRIATIONS AND FUNDING LEVELS

Notwithstanding Canada's obligation to make any payment under this Agreement, this obligation does not arise if, at the time when a payment under this Agreement becomes due, the Parliament of Canada has not passed an appropriation that is sufficient and constitutes lawful authority for making the payment. Canada may reduce or terminate any payment under this Agreement in response to the reduction of appropriations or departmental funding levels in respect of transfer payments, the program under which this Agreement was made or otherwise, as evidenced by any appropriation act or the federal Crown's main or supplementary estimates expenditures. Canada will promptly advise the Recipient of any reduction or termination of funding once it becomes aware of any such situation. Canada will not be liable for any direct, indirect, consequential, exemplary or punitive damages, regardless of the form of action, whether in contract, tort or otherwise, arising from any such reduction or termination of funding.

3.4 FISCAL YEAR BUDGETING

- a) The amount of Baseline Funds provided by Canada for each Fiscal Year of the Capital Plan is calculated as the aggregate of the estimated eligible expenditures for all approved Capital Plan Component Cost for the fiscal year less, at Canada's discretion, an amount not exceeding any unexpended Baseline Funds provided in the previous fiscal year. The amount of Baseline Funds provided each fiscal year is capped at the annual amount for Baseline Funds set out in Schedule B.2 (Capital Plan Budget) .
- b) If the amount of Baseline Funds provided by Canada in respect of any Fiscal Year of the Capital Plan is determined to be less than the amount allocated in Schedule B.2 (Capital Plan Budget), the Recipient may request that Canada re-allocate the difference between the two amounts to a subsequent Fiscal Year. Subject to Subsection 3.3 (Appropriations and Funding Levels), Canada agrees to make reasonable efforts to accommodate the Recipient's request. The Recipient acknowledges that requests for re-allocation of funding may require appropriation adjustments or federal Crown approvals.
- c) In the event that any requested re-allocation of Baseline Funds is not approved, the amount of Canada's contribution made available pursuant to Subsection 3.1 (Contribution by Canada) may be reduced by the amount of the requested re-allocation. If the contribution payable by Canada pursuant to Subsection 3.1 (Contribution by Canada) is so reduced, the Parties agree to review the effects of such reduction on the overall implementation of the Capital Plan and to adjust the terms and conditions of this Agreement as appropriate.

3.5 CAPITAL PLAN COMPONENT PROPOSALS

Submissions and Approval

- a) The Recipient will be responsible for submitting Capital Plan Components to Canada for approval. In order for Baseline Funds to be payable in a fiscal year in relation to a Capital Plan Component, the Recipient must submit a proposed Capital Plan Component to Canada for consideration on a date determined by Canada.
- b) Each Capital Plan Component submission must be provided in a format acceptable to Canada and must include all information required by and to the satisfaction of Canada. Each submission must also be attested to by the Recipient as being accurate and true.
- c) The Recipient will provide, at Canada's request and to Canada's satisfaction, any

additional information related to Capital Plan Components submitted for approval.

- d) Canada will inform the Recipient in writing once Capital Plan Components have been approved or rejected.
- e) The Parties agree that the approved Capital Plan Component and approval letter shall form part of and be governed by this Agreement.
- f) For every Capital Plan Component, Canada will set a maximum on Canada's contribution funding in dollars and as a percentage of total Eligible Expenditures.
- g) The Recipient will promptly inform Canada of any cancelled or withdrawn Capital Plan Components.

Changes to a Capital Plan Component

- h) The Recipient agrees that changes to an approved Capital Plan Component will require Canada's approval. When requesting a change to a Capital Plan Component, the Recipient will promptly submit updated Capital Plan Component information to Canada's satisfaction.
- i) The Recipient will provide, at Canada's request and to Canada's satisfaction, additional information related to changes to a Capital Plan Component.

3.6 CHANGES DURING THE LIFE OF THE AGREEMENT

- a) Where a change to this Agreement is contemplated, the Recipient will submit to Canada a request for a change.
- b) Where the change is approved by Canada, the Parties will execute the corresponding amendment to the Agreement in accordance with Subsection 19.14 (Amendments).
- c) The Recipient will provide, at Canada's request and to Canada's satisfaction, any additional information related to changes to this Agreement.
- d) This Agreement will be reviewed by Canada and the Recipient by January 31, 2031, and may be amended to incorporate changes, if any, agreed to by Canada and the Recipient.

3.7 INABILITY TO COMPLETE THE CAPITAL PLAN

If, at any time during the term of this Agreement, one or all of the Parties determine that it will not be possible to complete the Capital Plan for any reason, the Party will immediately notify the other Party of that determination and Canada may suspend its funding obligation. The Recipient will, within thirty (30) Business Days of a request from Canada, provide a summary of the measures that it proposes to remedy the situation. If Canada is not satisfied that the measures proposed will be adequate to remedy the situation, then this will constitute an event of default under Section 16 (Default) and Canada may declare a default pursuant to Section 16 (Default).

4. RECIPIENT REPRESENTATIONS AND WARRANTIES

The Recipient represents and warrants to Canada that:

- a) the Recipient has the capacity and authority to enter into and execute this Agreement [Instruction: INSERT EITHER "as duly authorized by [BY-LAW OR RESOLUTION REFERENCE], dated [DATE]" OR "by resolution of its Board of Directors, dated [DATE]"];
- b) the Recipient has the capacity and authority to carry out the Capital Plan;
- c) the Recipient has the requisite power to own the Assets or it has or will have secured all necessary rights, interests, and permissions in respect of the Assets, during the Asset Disposal Period;
- d) this Agreement constitutes a legally binding obligation of the Recipient, enforceable against it in accordance with its terms and conditions;
- e) all information submitted to Canada in regards to this Agreement is true, accurate, and was prepared in good faith to the best of its ability, skill, and judgment;
- f) any individual, corporation or organization that the Recipient has hired, for payment, who undertakes to speak to or correspond with any employee or other person representing Canada on the Recipient's behalf, concerning any matter relating to the contribution under this Agreement or any benefit hereunder and who is required to be registered pursuant to the federal *Lobbying Act*, is registered pursuant to that *Act*;
- g) the Recipient has not made, and will not make, a payment or provide other

compensation that is contingent upon, or is calculated upon, the contribution hereunder or the negotiation of the whole or any part of the terms and conditions of this Agreement to any individual, corporation or organization with which that individual is engaged in doing business with, who is registered pursuant to the federal *Lobbying Act*,

- h) there are no actions, suits, investigations or other proceedings pending or, to the knowledge of the Recipient, threatened and there is no order, judgment or decree of any court or governmental agency which could materially and adversely affect the Recipient's ability to carry out the activities contemplated by this Agreement. The Recipient will inform Canada immediately if any such action or proceedings are threatened or brought during the term of this Agreement; and
- i) the Recipient is in good standing under the laws of the jurisdiction in which it is required to be registered.

5. AGREEMENT MONITORING COMMITTEE

If deemed required by Canada, the Parties will establish a Committee, identify one federal co-chair and one Recipient co-chair, and establish Terms of Reference. The Committee will:

- a) Monitor compliance with the terms and conditions of this Agreement;
- b) Act as a forum to resolve potential issues and address concerns.

6. CONTRACT PROCEDURES

6.1 AWARDING OF CONTRACTS

- a) The Recipient will ensure that Contracts are awarded in a way that is fair, transparent, competitive, and consistent with value-for-money principles, or in a manner otherwise acceptable to Canada and if applicable, in accordance with the Canadian Free Trade Agreement and international trade agreements.
- b) Unless otherwise specified by Canada, the Recipient will notify Canada of any Contract awarded in a manner that is not in compliance with the foregoing. Canada will notify the Recipient as to whether the expenditures associated with the Contract can be considered Eligible Expenditures.
- c) If Canada becomes aware that a Contract is awarded in a manner that is not in compliance with the foregoing, upon notification to the Recipient, Canada may consider the expenditures associated with the Contract to be ineligible.
- d) In addition to any other remedy available to Canada under this Agreement, if Canada considers the expenditures associated with a Contract to be ineligible under Subsection 6.1(b), the Recipient shall repay to Canada any funds that have been paid for Eligible Expenditures in relation to the Contract, at Canada's discretion.

6.2 CONTRACT PROVISIONS

The Recipient will ensure that all Contracts are consistent with, and incorporate, the relevant provisions of this Agreement. More specifically but without limiting the generality of the foregoing, the Recipient agrees to include terms and conditions in all Contracts to ensure that:

- a) the Third Party will keep proper and accurate financial accounts and records, including but not limited to its contracts, invoices, statements, receipts, and vouchers, in respect of a Capital Plan Component for at least six (6) years after the Component Substantial Completion Date and that the Recipient has the contractual right to audit them;
- b) all applicable labour, environmental, and human rights legislation are respected; and,
- c) Canada and its designated representatives, to the extent permitted by law, will at all times be permitted to inspect the terms and conditions of the Contract and any records and accounts respecting the Capital Plan and will have free access to the Capital Plan sites and to any documentation relevant for the purpose of audit.

7. FEDERAL REQUIREMENTS

The Recipient agrees:

- a) to meet the following housing commitments that directly unlock housing supply where it is needed most:

- i. Complete a Housing Needs Assessment if not already completed as part of another federal program including Housing Accelerator Fund or Canada Community Building Fund
- b) that by May 15, 2027, or as agreed to by Canada, provide to Canada confirmation that the above housing commitments have been met and will continue to be met for the duration of this agreement.
- c) Accessibility: A Capital Plan Component must meet or exceed the requirements of the highest published accessibility standard in the jurisdiction in addition to applicable provincial building codes and relevant municipal by-laws.
- d) Each Capital Plan Component will be required to meet the following climate requirements related to greenhouse gas mitigation, according to timelines outlined in Canada's guidance:
 - i. For applicable Capital Plan Components, as identified by Canada, complete a greenhouse gas assessment.
 - ii. For applicable Capital Plan Components, as identified by Canada, use low-carbon ready-mix concrete that meets carbon emissions reduction requirements, and report on emissions from ready-mix concrete.
 - iii. Purchase zero emission vehicles, unless otherwise deemed acceptable to Canada.
 - iv. Climate resilience: Capital Plan Components must be implemented through taking actions to reduce climate risks. The Recipient will report on which risk-reduction measures were implemented to reduce significant climate risks, according to timelines outlined in Canada's guidance.

8. ENVIRONMENTAL AND IMPACT ASSESSMENT

8.1 REQUIREMENTS UNDER APPLICABLE FEDERAL ENVIRONMENTAL OR IMPACT ASSESSMENT LEGISLATION

- a) The Recipient agrees that:
 - i. Canada will assess Capital Plan Component information, when submitted, to determine whether there are requirements under applicable federal environmental or impact assessment legislation, and communicate any such requirements in writing to the Recipient;
 - ii. No construction or any other physical activity, including site preparation or vegetation removal, may be carried out in relation to the Capital Plan Component, unless and until the requirements under the applicable federal environmental or impact assessment legislation are met and continue to be met. If the Recipient fails to respect this provision, Canada reserves the right to withhold further payments to the Recipient; and
 - iii. Baseline Funds can only be used in relation to a Capital Plan Component after Canada is satisfied that environmental assessment requirements for that Capital Plan Component have been met.
- b) Canada may consent in writing that construction or any other physical activity, including site preparation or vegetation removal, be carried out for the portion of the Capital Plan Component not subject to federal environmental or impact assessment, and that related expenditures will be eligible for the portion of the Capital Plan Component not subject to federal environmental or impact assessment.

8.2 COMPLIANCE WITH ENVIRONMENTAL OR IMPACT ASSESSMENT REQUIREMENTS

The Recipient will comply with, to the satisfaction of Canada and at the Recipient's own expense, any conditions related to the Capital Plan Component and will ensure access to project sites, facilities, and documentation in accordance with Subsection 12.5 (Access).

8.3 CHANGES TO CAPITAL PLAN COMPONENT OR OTHERWISE

- a) If, as a result of changes to the Capital Plan Component or otherwise, Canada is of the opinion that the Capital Plan Component is subject to federal environmental or impact assessment legislation, the Recipient agrees that construction or any other physical activity to be carried out in relation to the Capital Plan Component, including site preparation or vegetation removal, will not be undertaken or will be suspended unless and until the legislative requirements are met and continue to be met.
- b) In relation to changes to a Capital Plan Component, Canada may consent in writing that construction or any other physical activity, including site preparation or vegetation removal, be carried out for the portion of the Capital Plan Component not subject to federal environmental or impact assessment and that related expenditures will be eligible for the portion of the Capital Plan Component not subject to federal environmental or impact assessment.

9. INDIGENOUS CONSULTATION

9.1 INDIGENOUS CONSULTATION REQUIREMENTS

- a) The Recipient agrees that:
 - i. Canada will assess Capital Plan Component information, when submitted, to determine whether there is a duty to consult and, where appropriate, accommodate Indigenous peoples whose rights and related interests may be impacted by a particular Capital Plan Component under the Capital Plan, and communicate any consultation requirements in writing to the Recipient;
 - ii. For Capital Plan Components where there is a duty to consult and, where appropriate, accommodate, Indigenous peoples,
 - 1. The Recipient will consult with Indigenous peoples that might be affected. Specifically, it will:
 - a. Explain the Capital Plan Component to the potentially impacted Indigenous peoples, including Canada's funding role.
 - b. Provide a report to Canada which will include:
 - i. A list of all Indigenous peoples and/or organizations contacted;
 - ii. A summary of all communications with the potentially impacted Indigenous peoples;
 - iii. A summary of any issues or concerns that the potentially impacted Indigenous peoples have raised, how they were addressed, and any outstanding concerns; and
 - iv. Any other information Canada may consider appropriate.
 - c. Carry out accommodation measures, where appropriate, the costs of which may be considered Eligible Expenditures.
 - 2. Where applicable, Canada may communicate further consultation requirements.
 - iii. No construction or any other physical activity, including site preparation or vegetation removal, may be carried out in relation to a Capital Plan Component unless and until Canada is satisfied that its legal duty to

consult and, where appropriate, accommodate Indigenous people has been met and continues to be met. If the Recipient fails to respect this provision, Canada reserves the right to withhold further payments to the Recipient.

- iv. Baseline Funds can only be used for a Capital Plan Component once Canada is satisfied that its legal duty to consult and, where appropriate, accommodate Indigenous peoples has been met.

9.2 CHANGES TO CAPITAL PLAN COMPONENT OR OTHERWISE

- a) If, as a result of changes to the Capital Plan Component or otherwise, Canada determines that further Indigenous consultation is required, the Recipient will work with Canada to satisfy its legal duty to consult and where appropriate, accommodate Indigenous peoples and agrees that Subsection 9.1 will be applicable.
- b) In relation to changes to a Capital Plan Component, Canada may consent in writing that construction or any other physical activity, including site preparation or vegetation removal, be carried out for the portion of that Capital Plan Component not subject to the duty to consult and, where appropriate, accommodate Indigenous peoples and that related expenditures will be eligible for that portion of that Capital Plan Component.

10. PAYMENTS

10.1 PAYMENT CONDITIONS

- a) Canada will not pay interest for failing to make a payment under this Agreement.
- b) Canada will not make payments until the requirements under Section 11 (Reporting) and any audit requirements as required in Section 12 (Audit, Evaluation and Monitoring for Compliance) are, in Canada's opinion, satisfied to the extent possible.
- c) Canada may delay making a payment to the Recipient in any given Fiscal Year until a sufficient appropriation has been provided by Parliament of Canada.
- d) Expenditures associated with an Asset will not be considered eligible until the Recipient secures and confirms in writing to Canada, and to Canada's satisfaction, the necessary rights or interests with respect to land required in respect of that Asset.
- e) Canada will not make a payment until the requirements under Section 7 (Federal Requirements), Section 8 (Environmental and Impact Assessment) and Section 9 (Indigenous Consultation), if applicable, are, in Canada's opinion, satisfied to the extent possible at the date the payment is to be made by Canada.

10.2 PAYMENTS

- a) Baseline Funds will be provided on an annual basis, either by June 30th or 30 Business Days after acceptance of a duly completed Annual Report, whichever is later. Baseline Funds will be provided in alignment with Schedule B.2 (Capital Plan Budget) and confirmation of eligible costs incurred.
- b) Notwithstanding Subsection 10.2(a) above, Baseline Funds for 2026 will be paid by June 30th, 2026, without requiring a duly completed Annual Report.
- c) In addition to the annual payment, Canada may make payments at any time.
- d) Canada reserves the right to withhold a portion of the amount payable under Subsection 10.2(a) where Canada is not satisfied that the amount payable will be expended in the same fiscal year.

10.3 FINAL ADJUSTMENT AND RECONCILIATION

Before the Agreement End Date, the Parties will jointly carry out a final reconciliation of all eligible expenditures incurred and payments made in respect of the Capital Plan and

make any adjustments required in the circumstances.

11. REPORTING

Any Project and performance reporting requirements will be undertaken and completed in accordance with Schedule C (Reporting Requirements).

12. AUDIT, EVALUATION AND MONITORING FOR COMPLIANCE

12.1 AUDITS INITIATED BY CANADA

- a) Canada may, at its discretion, conduct an audit related to this Agreement in accordance with the Canadian Auditing Standards and Subsection 19.3 (Accounting Principles). The Recipient agrees to cooperate with Canada in the conduct of any audits. Audits will be conducted at Canada's own cost. Canada will not compensate the Recipient for costs incurred by the Recipient to respond to the audits, such as staff time.
- b) Canada uses a risk-based approach to determine whether audit(s) under this agreement are necessary. If this agreement is selected to be audited, the Recipient will be informed in advance of the scope and nature of the audit

12.2 INTENTIONALLY OMITTED

12.3 REPORTS OF REVIEWS OR AUDITS CARRIED OUT BY, OR ON BEHALF OF, THE RECIPIENT

The Recipient agrees to provide Canada with any reports of reviews or audits that have been conducted on the use of contribution funding under this Agreement as soon as possible, but no later than sixty (60) Business Days following receipt.

12.4 EVALUATION

Canada will conduct an evaluation of the Canada Public Transit Fund. The Recipient agrees to collaborate with Canada in the conduct of any evaluation of the Program during and after the term of this Agreement, including but not limited to, the provision of Capital Plan-related information and data. All evaluation results will be made available to the public, subject to all applicable laws and policy requirements.

12.5 RECORD KEEPING

The Recipient will keep proper and accurate financial accounts and records, including but not limited to its Contracts, invoices, statements, receipts, and vouchers, in respect of a Capital Plan Component, for at least six (6) years after a Component Substantial Completion Date.

12.6 ACCESS

The Recipient will provide Canada and its designated representatives with reasonable and timely access, at no cost, to the Capital Plan sites, facilities, and any documentation for the purposes of audit, evaluation, inspection and monitoring compliance with this Agreement.

12.7 CORRECTIVE ACTION

The Recipient will submit to Canada in writing a report on follow-up actions to address recommendations and results of any audit, inquiry or evaluation findings as soon as possible, but no later than sixty (60) Business Days following receipt, and will ensure that prompt and timely corrective action is taken.

13. COMMUNICATIONS

13.1 COMMUNICATIONS PROTOCOL

The Parties will comply with Schedule D (Communications Protocol).

13.2 RECOGNITION OF CANADA'S CONTRIBUTION

The Recipient will acknowledge Canada's contribution in all signage and public communication produced as part of the Capital Plan or Agreement, in a manner acceptable to Canada, unless Canada communicates in writing to the Recipient that this acknowledgement is not required.

13.3 PUBLIC INFORMATION

The Recipient acknowledges that the following may be made publicly available by Canada:

- a) its name, the amount awarded by Canada, and the general nature of the Capital Plan; and
- b) any evaluation or audit report and other reviews related to this Agreement.

13.4 PROGRAM PROMOTION

In compliance with the Privacy Act and relevant privacy regulations, Canada may:

- a) film or photograph the Recipient, its officers, servants, employees, or agents during visits, activities, and events for the purpose of promoting the Program.
- b) use or publish any such film or photograph internally or externally, in whole or in part, in any form and by any medium for the purposes of promoting the Program.

13.5 OFFICIAL LANGUAGES

- a) The Recipient will ensure that information on the Capital Plan is developed and is available in both official languages when it is intended for the information of, or use by, the public.
- b) The Recipient will communicate in such a manner as to address the needs of both official language communities.
- c) The Recipient shall encourage members of both official languages communities to participate in the implementation of the Capital Plan.

14. INTELLECTUAL PROPERTY

- a) All intellectual property that arises in the course of the Capital Plan will vest in the Recipient with the exception of media taken by Canada for the purposes of Subsection 13.4 Program Promotion.
- b) The Recipient will obtain the necessary authorizations, as needed, for the implementation of the Capital Plan, from third parties who may own the intellectual property rights or other rights in respect of the Capital Plan. Canada will assume no liability in respect of claims from any third party in relation to such rights and to the Agreement.

15. DISPUTE RESOLUTION

- a) The Parties will keep each other informed of any issue that could be contentious by exchanging information and will, in good faith and reasonably, attempt to resolve potential disputes.
- b) If a contentious issue arises, it will be referred to the program director and the assigned representative of the Recipient. The program director and the assigned representative of the Recipient will examine it and will, in good faith and reasonably, attempt to resolve it within thirty (30) Business Days from the receipt of notice.
- c) Where the program director and the assigned representative of the Recipient cannot agree on a resolution, the issue will be referred to the Parties for resolution. The Parties will provide a decision within thirty (30) Business Days.
- d) Where the Parties cannot agree on a resolution, the Parties may explore any alternative dispute resolution mechanisms available to them to resolve the issue.
- e) Any payments related to the issue will be suspended, together with the obligations related to such issue, pending resolution.
- f) The Parties agree that nothing in this Section will affect, alter or modify the rights of

Canada to terminate this Agreement.

16. DEFAULT

16.1 EVENTS OF DEFAULT

The following events constitute events of default under this Agreement:

- a) the Recipient has not complied with one or more of the terms and conditions of this Agreement;
- b) the Recipient has not completed the Capital Plan in accordance with the terms and conditions of this Agreement;
- c) the Recipient has submitted false or misleading information to Canada or made a false or misleading representation in respect of the Capital Plan or in this Agreement, except for an error in good faith, demonstration of which is incumbent on the Recipient, to Canada's satisfaction; or
- d) the Recipient has neglected or failed to pay Canada any amount due in accordance with this Agreement.

16.2 DECLARATION OF DEFAULT

- a) Canada may declare a default if:
 - i. In Canada's opinion, one or more of the events of default occurs;
 - ii. Canada gave notice to the Recipient of the event which constitutes an event of default; and
 - iii. the Recipient has failed, within thirty (30) Business Days of receipt of the notice from Canada, either to remedy the event of default or to notify Canada and demonstrate, to the satisfaction of Canada, that it has taken such steps as are necessary to remedy the event of default.

16.3 REMEDIES ON DEFAULT

In the event that Canada declares a default under Subsection 16.2 (Declaration of Default), Canada may exercise one or more of the following remedies, without limiting any remedy available to it by law:

- a) Terminate any obligation of Canada to contribute or continue to contribute funding to the Capital Plan, including any obligation to pay any amount owing prior to the date of such termination;
- b) Require the Recipient to reimburse Canada all or part of the contribution paid by Canada to the Recipient; and,
- c) Terminate the Agreement.

17. LIMITATION OF LIABILITY AND INDEMNIFICATION

17.1 DEFINITION OF PERSON

In Section 17, "Person" includes, without limitation, a person, the Recipient, a Third Party, a corporation, or any other legal entity, and their officers, servants, employees or agents.

17.2 LIMITATION OF LIABILITY

In no event will Canada, its officers, servants, employees or agents be held liable for any damages in contract, tort (including negligence) or otherwise, for:

- a) any injury to any Person, including, but not limited to, death, economic loss or infringement of rights;
- b) any damage to, loss of, or destruction of property of any Person; or
- c) any obligation of any Person, including, but not limited to, any obligation arising from a loan, capital lease or other long term obligation;

in relation to this Agreement or the Capital Plan.

17.3 INDEMNIFICATION

The Recipient will at all times indemnify and save harmless Canada, its officers, servants, employees or agents, from and against all actions, claims, demands, losses, costs, damages, suits or other proceedings, whether in contract, tort (including negligence) or otherwise, by whomsoever brought or prosecuted in any manner based upon or occasioned by:

- a) any injury to any Person, including, but not limited to, death, economic loss or any infringement of rights;
- b) any damage to or loss or destruction of property of any Person; or
- c) any obligation of any Person, including, but not limited to, any obligation arising from a loan, capital lease or other long term obligation;

in relation to this Agreement or the Capital Plan, except to the extent to which such actions, claims, demands, losses, costs, damages, suits or other proceedings are caused by the negligence or breach of this Agreement by an officer, servant, employee or agent of Canada in the performance of their duties.

18. ASSETS

18.1 DISPOSAL OF ASSETS

- a) Unless otherwise agreed to by the Parties, the Recipient will:
 - i. where the Recipient owns the Asset, retain title to and ownership of the Asset or part of the Asset for the Asset Disposal Period; and
 - ii. for a Non-owned Asset, retain all necessary rights, interests, and permissions in Non-Owned Assets for the Asset Disposal Period.
- b) The Recipient will ensure that any Asset will be preserved, maintained, and used for the purposes of the Capital Plan, and that no Asset, in whole or in part, will be sold, leased, encumbered or otherwise disposed of, directly or indirectly, during the Asset Disposal Period, unless the Recipient notifies Canada in advance and in writing, and Canada consents to such disposal.
- c) Upon alternate use or disposal of any Asset, which includes selling, leasing and encumbering, or otherwise disposing of, directly or indirectly, during the Asset Disposal Period, the Recipient will reimburse Canada, at Canada's discretion, all or part of the contribution paid under this Agreement by Canada to the Recipient.

18.2 REVENUES FROM ASSETS

Canada may require the Recipient to notify Canada in writing within ninety (90) Business Days of the end of a Fiscal Year if any Asset is used in such a way that, in the Fiscal Year, revenues are generated from it which exceed its operating expenses. Canada may require the Recipient to pay to Canada immediately a portion of the excess which would be calculated, at the same contribution rate as the program contribution percentage in the same proportion as the total cost of the Asset. This obligation will only apply during the Asset Disposal Period.

19. GENERAL

19.1 PUBLIC BENEFIT

The Parties acknowledge that their contributions to the Capital Plan are meant to accrue to the public benefit.

19.2 SURVIVAL

The Parties' rights and obligations which, by their nature, extend beyond the termination of this Agreement, will survive any termination of this Agreement.

19.3 ACCOUNTING PRINCIPLES

All accounting terms will have the meanings assigned to them, all calculations will be made and all financial data to be submitted will be prepared, in accordance with the accounting standards that govern the recipients financial reporting or the Public Sector Accounting Standards in effect in Canada.

19.4 DEBTS DUE TO THE FEDERAL CROWN

Any amount owed to Canada under this Agreement by the Recipient will constitute a debt due to the federal Crown, which the Recipient will reimburse to Canada forthwith on demand.

19.5 INTEREST ON DEBTS DUE TO THE FEDERAL CROWN

Any debts due to the federal Crown by the Recipient after the repayment due date will constitute an overdue repayment and will accrue interest in accordance with the federal Interest and Administrative Charges Regulations.

19.6 SET-OFF BY CANADA

Any debt due to the federal Crown by the Recipient may be set-off against any amounts payable by Canada to the Recipient under this Agreement.

19.7 MEMBERS OF THE HOUSE OF COMMONS AND SENATE

No member of the House of Commons or the Senate of Canada will be admitted to any share or part of this Agreement, or to any benefit arising from it that is not otherwise available to the general public. The Recipient will promptly inform Canada should it become aware of the existence of any such situation.

19.8 CONFLICT OF INTEREST

No current or former public servant or public office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Canada applies will derive direct benefit from this Agreement unless the provision or receipt of such benefits is in compliance with such legislation, guidelines, policies or codes. The Recipient will promptly inform Canada should it become aware of the existence of any such situation.

19.9 NO AGENCY, PARTNERSHIP, JOINT VENTURE, ETC.

- a) No provision of this Agreement and no action by the Parties will establish or be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Canada and the Recipient or between Canada and a Third Party.
- b) The Recipient will not represent itself, including in any agreement with a Third Party, as a partner, employee or agent of Canada.

19.10 NO AUTHORITY TO REPRESENT

Nothing in this Agreement is to be construed as authorizing any person, including a Third Party, to contract for or to incur any obligation on behalf of Canada or to act as an agent for Canada. The Recipient will take the necessary action to ensure that any Contract between the Recipient and any Third Party contains a provision to that effect.

19.11 ASSIGNMENT

The Recipient will not transfer or assign its rights or obligations under this Agreement without the prior written consent of Canada. Any attempt by the Recipient to assign any of the rights, duties or obligations of this Agreement without Canada's express written consent is void.

19.12 COUNTERPART SIGNATURE

This Agreement may be executed and delivered in counterparts (including by mail or other means of electronic transmission, such as by electronic mail in "PDF" form), with the same effect as if all Parties had signed and delivered the same document, and all counterparts shall together constitute one and the same original document.

19.13 SEVERABILITY

If for any reason a provision of this Agreement that is not a fundamental term of this Agreement between the Parties is found to be or becomes invalid or unenforceable, in whole or in part, and if both Parties agree, it will be deemed to be severable and will be deleted from this Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.

19.14 AMENDMENTS

This Agreement, including its schedules, can only be amended in writing by the Parties. Notwithstanding the aforementioned, amendments to Schedule B.2 (Capital Plan Budget) made pursuant to Subsection 3.4 (Fiscal Year Budgeting) that do not result in an increase to the maximum amount of Canada's contribution under Subsection 3.1 (Contribution by Canada) do not require a formal amendment agreement between the Parties and may be made administratively through an exchange of written correspondence between the Parties.

19.15 WAIVER

A Party may waive any of its rights under this Agreement only in writing. Any tolerance or indulgence demonstrated by the Party will not constitute a waiver.

19.16 NOTICE

a) Any notice, information or required documentation provided for under this Agreement must be delivered in person or sent by mail or email to the identified representatives of the Parties at the following coordinates, unless otherwise specified by Canada:

Canada:

Assistant Deputy Minister
Infrastructure Programs Sector
1100 - 180 Kent Street,
Ottawa, Ontario,
K1P 0B6

baselinefunding-financementdebase@infcc.gc.ca

or to such other address or email or addressed to such other person as Canada may, from time to time, designate in writing to the Recipient; and

Recipient:

Asset Management Coordinator
322 Kent Street West, Lindsay
Dhorvath@kawarthalakes.ca

or such other address or email or addressed to such other person as the Recipient may, from time to time, designate in writing to Canada.

b) Such notice will be deemed to have been received:

- i. in person, when delivered;
- ii. if sent by mail or email, when receipt is acknowledged by the other Party; or
- iii. if sent by registered mail, when the receiving Party has signed the acknowledgment of reception.

c) If a Party changes its representative or the coordinates for that representative, it will advise the other Party as soon as possible.

19.17 COMPLIANCE WITH LAWS

The Recipient will comply with all applicable laws and regulations and all requirements of regulatory bodies having jurisdiction over the subject matter of the Capital Plan.

19.18 GOVERNING LAW

This Agreement is governed by, and is to be interpreted in accordance with, the applicable federal laws and the laws in force in the province of Ontario. The Parties attorn to the jurisdiction of the Courts of the province of Ontario and all courts competent to hear appeals from the Courts of the province of Ontario.

19.19 SUCCESSORS AND ASSIGNS

This Agreement is binding upon the Parties and their respective successors and assigns.

SIGNATURES

This Agreement has been executed on behalf of HIS MAJESTY THE KING in right of Canada by the Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada and on behalf of [INSTRUCTION: INSERT NAME OF RECIPIENT] by [INSERT TITLE] on the date below each Party's respective signature.

HIS MAJESTY THE KING IN RIGHT OF CANADA

[INSERT NAME OF RECIPIENT]

Per: Mark Matz
Director-General
Public Transit
Housing, Infrastructure and Communities
Canada

Per: [INSERT NAME]
[INSERT TITLE]

Signed for and on behalf of the
Minister of Housing and Infrastructure
and Minister responsible for Pacific
Economic Development Canada.

Date of Canada Signature

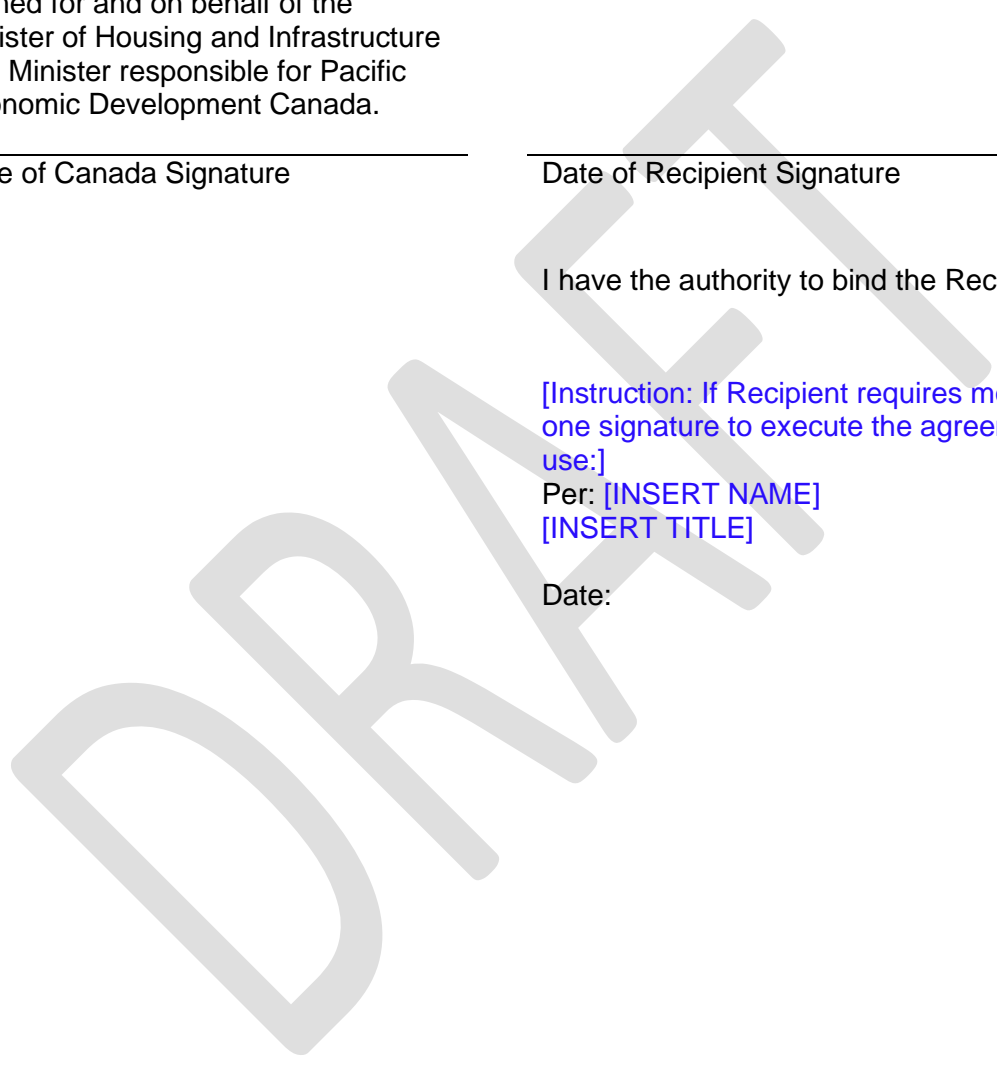
Date of Recipient Signature

I have the authority to bind the Recipient.

[Instruction: If Recipient requires more than
one signature to execute the agreement,
use:]

Per: [INSERT NAME]
[INSERT TITLE]

Date:



SCHEDULE A – ELIGIBLE AND INELIGIBLE EXPENDITURES

SCHEDULE A.1: ELIGIBLE EXPENDITURES

Eligible expenditures are costs incurred by an eligible recipient that are considered by Canada to be direct and necessary for the successful implementation of the Capital Plan, excluding those explicitly defined as ineligible under Schedule A.2.

Eligible expenditures include capital costs, design and planning costs, as well as costs related to meeting specific program requirements, including federal requirements.

Expenditures will only be eligible as of Capital Plan approval in principle.

Funding for Eligible Expenditures, including site preparation and construction costs, can only be made available to the Recipient following the Effective Date of this Agreement. Approval conditions must be met as applicable, and any conditions outlined under the Payments section must be satisfied, including, where applicable, confirmation that environmental assessment, other applicable federal environmental legislation, and Indigenous consultation and accommodation obligations have been met and continue to be met.

SCHEDULE A.2: INELIGIBLE EXPENDITURES

- a. Capital Plan costs incurred before Capital Plan's approval in principle;
- b. Costs incurred for cancelled Capital Plan Components;
- c. Costs related to purchasing land, buildings, and associated real estate and other fees;
- d. Leasing land, buildings, and other facilities; leasing equipment other than equipment directly related to the construction of the Capital Plan Component; real estate fees and related costs;
- e. Any overhead costs, including salaries and other employment benefits of any employees of the eligible recipient or ultimate recipient, its direct or indirect operating or administrative costs and more specifically its costs related to planning, engineering, architecture, supervision, management, and other activities normally carried out by its staff, with the following exceptions:
 - i. There is a lack of private sector capacity to undertake the work; or
 - ii. The work involves project specific expertise, or proprietary or specialized infrastructure or equipment that requires specific knowledge or skill of the recipient's employees; or
 - iii. A collective agreement requires the recipient to use their own unionized employees for certain project work;
- f. Financing charges, and loan interest payments, including those related to easements (e.g. surveys);
- g. Legal fees;
- h. Principal and interest payments to the Canada Infrastructure Bank;
- i. Any goods and services costs which are received through donations or in kind;
- j. Provincial sales tax, goods and services tax, and harmonized sales tax for which the ultimate recipient is eligible for a rebate, and any other costs eligible for rebates;
- k. Costs associated with operating expenses and regularly scheduled maintenance work are ineligible;
- l. Costs related to furnishing and non-fixed assets which are not essential for the operation of the asset/project.

SCHEDULE B – THE CAPITAL PLAN

SCHEDULE B.1: CAPITAL PLAN DETAILS

Capital Plan Description:

The Capital Plan includes the following areas of investment:

- Rolling stock.

Capital Plan Component proposals form part of this agreement as outlined in Subsection 3.5(e), and shall contain the project specific details of Capital Plan Components that fall within the identified areas of investment of the Capital Plan.

Capital Plan Objective:

Baseline Funding will provide predictable, long-term funding to communities with existing transit systems to support routine capital and non-capital investments, including public transit and active transportation system expansions, improvements, and state of good repair. To be eligible for funding under Baseline, all Capital Plan Components concerning public transit and active transportation must align with at least one of the four following Program objectives:

- Increase the use of public transit and active transportation relative to car travel
- Increase the housing supply and affordability as part of complete, transit-oriented communities
- Help mitigate climate change and improve climate resilience
- Improve public transit and active transportation options for all, especially Indigenous People and equity-deserving groups.

Capital Plan Component Assets and Activities

Baseline Funding will support public infrastructure, which is defined as tangible capital assets primarily for public use and/or benefit. The Capital Plan Components that will make up the Capital Plan may include capital transit and active transportation components, as well as non-capital components. The Capital Plan Components must support Program objectives and expected results and must meet applicable federal requirements.

- For a capital infrastructure Capital Plan Component to be eligible for funding, it must include the acquisition, enhancement, modernization, rehabilitation, construction, expansion, restoration, renovation, refurbishment, or replacement of assets that fall under one of the following categories:
 - Public transit systems and related infrastructure; or,
 - Active transportation infrastructure or networks.
- Non-capital Capital Plan Components will support transit-related development, planning, or design, of public infrastructure projects. For a non-capital Capital Plan Component to be eligible for funding, it must support one of the following:
 - A potential future capital project that would be considered eligible under the program; or
 - Transit and active transportation projects related to planning, feasibility studies, stand-alone design work or other related capacity building, research or data projects. Projects that support the development of transit-oriented communities are also eligible; this would include projects like transit-related housing needs assessments.

Expected Capital Plan and Capital Plan Component Benefits and Outcomes

In order to illustrate how the Capital Plan and the Capital Plan Components will contribute to CPTF objectives, the Recipient will report on each Capital Plan Component on an annual basis, and provide a Final Report upon substantial completion of a Capital Plan Component. Recipients will also provide progress reporting and a Final Report at the Capital Plan level. The Recipient may also be required to share key data on the performance of their overall transit systems.

SCHEDULE B.2: CAPITAL PLAN FINANCIALS

Table B.2.1 Capital Plan Summary

Capital Plan Budget	Amount (\$)
Total Capital Plan Cost	\$2,622,000
Total Eligible Expenditures	\$2,622,000
Total Baseline Funds contribution	\$1,323,750

Table B.2.2 Available Baseline Funds per Fiscal Year

Fiscal Year	Maximum Baseline Funds Available per Fiscal Year (\$)
2026-2027	\$132,375
2027-2028	\$132,375
2028-2029	\$132,375
2029-2030	\$132,375
2030-2031	\$132,375
2031-2032	\$132,375
2032-2033	\$132,375
2033-2034	\$132,375
2034-2035	\$132,375
2035-2036	\$132,375
Total	\$1,323,750

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SCHEDULE C – REPORTING REQUIREMENTS

SCHEDULE C.1: ANNUAL REPORT

- a) The Recipient will submit progress reports, attested to by a delegated senior official, to Canada on an annual basis for the fiscal period ending on March 31st, or as required by Canada (“Annual Report”).
- b) The first Annual Report must cover the period commencing from the Capital Plan Approval Date to March 31st, 2027.
- c) The Recipient will be provided with an Annual Report template by Canada which will be completed to Canada’s satisfaction. Each report must include, at a minimum, the following information:

Capital Plan

- i. Capital Plan Title, Recipient name and Capital Plan identification number;
- ii. Reporting period dates;
- iii. Financials at the Capital Plan level;
- iv. Reporting on the progress of implementing housing conditions, if applicable;
- v. Summary of activities and progress achieved to date;
- vi. Reporting against transit system metrics.

Capital Plan Component – in progress

- i. Capital Plan Component names and details;
- ii. Capital Plan Component financials;
- iii. Construction start and end dates (forecast/actual);
- iv. Progress against expected results as identified in the Capital Plan Component submission;
- v. An update on issues/risks, if any, and mitigation measures;
- vi. Update on any non-competitive contracting;
- vii. Reporting on progress against federal requirements which could include, but is not limited to, accessibility standards and climate requirements related to greenhouse gas mitigation, Buy Clean, zero emission vehicles, and climate resilience;
- viii. Update on Communication Activities to date and future communications plans;
- ix. Progress on Environmental Assessment and Indigenous Consultation activities;
- x. Confirmation of installed signage, if applicable.

Capital Plan Component – when complete

- i. Capital Plan Component names and details;
- ii. Construction start and end dates (actual);
- iii. The Capital Plan Component’s completed results compared to the baseline identified at the time of submission of the Capital Plan Component;
- iv. Alignment with the Capital Plan’s outcomes as identified at the time of submission of the Capital Plan Component;
- v. Total expenditures and Eligible Expenditures as well as federal contribution for the Capital Plan Component;
- vi. An attestation, signed by a delegated senior official, that the Capital Plan Component has been completed and that federal funding was spent on Eligible Expenditures in accordance with this Agreement;
- vii. The Declaration of Substantial Completion signed by an authorized official of the Recipient as deemed acceptable by Canada, and it must list all relevant documents as determined by Canada;
- viii. Demonstrating that all environmental conditions and Indigenous consultation and accommodation requirements have been met;
- ix. Reporting on progress against federal requirements which could include, but is not limited to, accessibility standards and climate requirements related to greenhouse gas mitigation, Buy Clean, zero emission vehicles, and climate resilience;
- x. Confirmation of the Total Financial Assistance in accordance with Subsection 3.2 (b) (Commitments by the Recipient) and Schedule B2 (Capital Plan Budget).

SCHEDULE C.2: CAPITAL PLAN 5-YEAR PROGRESS REPORT

The Recipient will submit a Capital Plan 5-year Progress Report to Canada every five years, starting in April 2031. The Capital Plan 5-year Progress Report will include at a minimum:

- a) All information required under Schedule C.1 (Annual Report), covering the period from the last progress report to the date of submitting the Capital Plan Progress Report; and
- b) A cumulative summary of the results and the financials for the Capital Plan, which will include the following information:
 - i. Alignment with the Capital Plan's completed results as identified at the time of submission of the Capital Plan;
 - ii. Total expenditures and Eligible Expenditures as well as federal contribution for the Capital Plan;
 - iii. Demonstrating that all environmental conditions and Indigenous consultation and accommodation requirements have been met;
 - iv. Reporting on the achievement of federal requirements;
 - v. Confirmation of the Total Financial Assistance in accordance with Subsection 3.2 (b) (Commitments by the Recipient) and Schedule B2 (Capital Plan Budget).

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SCHEDULE D – COMMUNICATIONS PROTOCOL

SCHEDULE D.1: PURPOSE

The communications protocol set out in this Schedule D (“Communications Protocol”) outlines the roles and responsibilities of each of the Parties to this Agreement with respect to Communications Activities related to the Capital Plan Components funded under this Agreement, including joint funding announcements and all subsequent milestone communication opportunities.

This Communications Protocol will guide the planning, development and implementation of all Communications Activities to ensure clear, consistent and coordinated communications to the Canadian public.

Communications Activities are defined in Subsection 1.1 of this Agreement.

SCHEDULE D.2: GUIDING PRINCIPLES

The Parties recognize the importance of managing the delivery of coherent Communications Activities based on the principle of transparent and open discussion and collaboration.

Communications Activities undertaken through this Communications Protocol should ensure that Canadians are informed of infrastructure investments made to help improve their quality of life and that they receive consistent information about the funded projects and their benefits.

The Communication Activities undertaken jointly by Canada and the Recipient should recognize the funding of all contributors to the project(s) being highlighted.

The Recipient will address any deficiencies and/or corrective actions identified by Canada.

SCHEDULE D.3: GOVERNANCE

The Parties will designate communications contacts that will be responsible for overseeing this Protocol’s implementation and reporting on its results.

SCHEDULE D.4: JOINT COMMUNICATIONS

- a) Canada and the Recipient will work together with respect to Joint Communications about the funding and progress of the activities under this Agreement.
- b) Joint Communications related to activities funded under this Agreement should not occur without the prior knowledge and agreement of each of the Parties.
- c) All Joint Communications material will be approved by Canada and the Recipient, and will recognize the funding of each of the Parties.
- d) Each of the Parties may request Joint Communications to communicate to Canadians about the progress or completion of Capital Plan Components. The requestor will provide at least fifteen (15) Business Days notice to the other Parties. If the Communications Activity is an event*, it will take place at a mutually agreed date and location.
- e) The requestor of the Joint Communications will provide an equal opportunity for the other Parties to participate and choose their own designated representative for events*, announcements by news release, joint statement, etc.
- f) As Canada has an obligation to communicate in English and French. Communications products issued by the Government of Canada must be bilingual and include the Canada wordmark and the other Party’s logo. In such cases, Canada will provide the translation services and final approval of products.
- g) The Recipient will be responsible for providing on-site communications and logistics support.
- h) The conduct of all Joint Communications will follow the [Table of Precedence for Canada](#).

**Events include, but are not limited to, in-person or virtual news conferences, public announcements, official events or ceremonies, and news releases.*

SCHEDULE D.5: INDIVIDUAL COMMUNICATIONS

Canada retains the right to meet its obligations to communicate information to Canadians about the Agreement and the use of funding through its own communications products and activities.

Canada and the Recipient may include general program messaging and an overview of Capital Plan Components in their own communications products and activities. The Party undertaking these activities will recognize the funding of all Parties.

Canada and the Recipient agree that they will not unreasonably restrict the other Party or other funding contributors from using, for their own purposes, public communications products related to Capital Plan Components that were prepared collectively or individually by the Parties, and if web-based, from linking to them.

Digital Communications, Websites and Webpages

Canada or the Recipient may issue digital communications to communicate progress of activities funded under this Agreement.

The Recipient will ensure that:

- a) Where a website or webpage is created to promote or communicate progress on activities funded under this Agreement, it must recognize federal funding through the use of a digital sign or through the use of the Canada wordmark and the following wording, “This project is funded in part by the Government of Canada.” The Canada wordmark or digital sign must link to Housing, Infrastructure and Communities Canada’s website, at <https://housing-infrastructure.canada.ca>. The guidelines for how this recognition is to appear and language requirements are published on the Department’s Infrastructure Project Signage Guidelines webpage: <https://housing-infrastructure.canada.ca/pub/signage-panneaux/intro-eng.html>
- b) The Recipient will be requested to send to Canada a minimum of two high-resolution, good quality photographs per Capital Plan Component (where applicable); one of the construction in progress, and one of the completed Capital Plan Component, for use in Canada’s social media channels and other digital communications activities. Sending the photos will constitute permission to use and transfer of copyright. Photographs are to be sent to infphoto.inf@canada.ca along with the Capital Plan Component name and location.

Advertising campaigns

Recognizing that advertising can be an effective means of communicating with the public, Canada and the Recipient may, at their own cost, organize an advertising or public information campaign related to the Program or the activities funded under this Agreement. However, such a campaign must respect the provisions of this Agreement and the Government of Canada requirements for advertising;

<https://www.canada.ca/en/treasury-board-secretariat/services/government-communications/federal-identity-program/technical-specifications/advertising.html>.

In the event of such a campaign, each Party agrees to inform the other Party of its intention, no less than twenty one (21) Business Days prior to the campaign launch.

Success stories

Canada and/or the Recipient may issue communication activities and products, including but not limited to, project success stories, vignettes, and multi-media products, to promote the activities funded under this Agreement. The Recipient agrees to support Canada with content and visuals as required and where possible.

SCHEDULE D.6: OPERATIONAL COMMUNICATIONS

The Recipient is solely responsible for operational communications with respect to the activities funded under this Agreement, including, but not limited to, calls for tender, construction, and public safety notices.

Canada does not need to be informed on operational communications. However, such products should include, where appropriate, the following statement, “This project is funded in part by the Government of Canada.”

SCHEDULE D.7: MEDIA RELATIONS, EVENTS AND PROJECT ANNOUNCEMENTS

Canada and the Recipient will share information promptly with the other Party should sensitive and/or a significant volume of media inquiries be received or if major stakeholder issues relating to the activities funded under this Agreement arise. Recipients will be responsible for answering media questions related to the progress, construction timelines, contracting, etc., of the activities funded under this Agreement.

The Parties agree to have media events about the funding and status of the activities funded under this Agreement. Key milestones may be marked by public events, news releases, site visits, and/or other mechanisms. Either of the Parties or other funding contributors may request a media event. The requestor of a media event will provide at least fifteen (15) Business Days of notice to the other Party of their intention to undertake such an event. Both Parties will agree on the event location and date.

Media events related to the activities funded under this Agreement will not occur without the prior knowledge and agreement of both Parties.

SCHEDULE D.8: SIGNAGE

Canada, the Recipient and other funding contributors may each have a sign recognizing their funding contribution to a Capital Plan Component.

Unless otherwise agreed upon by Canada, the Recipient will produce and install a sign to recognize contributors' funding at the Capital Plan Component site(s) in accordance with current federal signage guidelines. Federal signage will be at least equivalent in size and prominence to signage for contributions made by other orders of government. The federal sign's design, content, printing and installation guidelines are provided by Canada through the Housing, Infrastructure and Communities Canada website at <https://housing-infrastructure.canada.ca/pub/signage-panneaux/intro-eng.html>.

The Recipient will ensure that signs are installed in a prominent and visible location that takes into consideration pedestrian and traffic safety and visibility.

Digital signage may also be used in addition or in place of a physical sign in cases where a physical sign would not be appropriate due to project type, scope, location or duration.

Where the Recipient decides to install a permanent plaque or other suitable marker with respect to a Capital Plan Component, it must recognize the federal contribution and be approved by Canada.

The Recipient may acknowledge Canada's funding on purchased vehicles. The acknowledgment, in the form of an image provided by Housing, Infrastructure and Communities Canada, recognizes the Government of Canada's contribution and support. Funding acknowledgement guidelines to ensure consistency and visibility of the acknowledgment are available at <https://housing-infrastructure.canada.ca/pub/signage-panneaux/intro-eng.html>.

SCHEDULE D.9: COMMUNICATIONS COSTS

The eligibility of costs related to joint communication activities that provide public information on the projects will be subject to Schedule A (Eligible and Ineligible Expenditures) and must be agreed to in advance by Canada.

SCHEDULE E – DECLARATION OF SUBSTANTIAL COMPLETION

In the matter of the Contribution Agreement for [ENTER NAME OF CAPITAL PLAN] under the Baseline Funding Stream of the Canada Public Transit Fund (“Agreement”) entered into between His Majesty The King in right of Canada, as represented by the Minister of Housing and Infrastructure and Minister responsible for Pacific Economic Development Canada, and [RECIPIENT] (the “Recipient”), represented by [insert name of signatory], concerning the [CAPITAL PLAN COMPONENT NAME].

I, [insert name of signatory], of the City/Town of [insert location], Province/Territory of [insert name of Province or Territory], declare as follows:

1. I hold the position of [insert position title] with the Recipient and as such have knowledge of the matters set forth in this declaration and believe this declaration to be true.
2.
 - a) I have received the following documents for the [CAPITAL PLAN COMPONENT NAME] project:
 - i. [LIST NAME OF RELEVANT DOCUMENTS, e.g. Certificate of Completion, Certificate of Performance, Occupancy Permit, etc.] [INSERT if applicable “signed by [insert name of person who signed relevant document], a [enter profession, e.g. professional engineer, professional architect or other applicable professional] for the project.”]
 - ii. ...
 - b) Based on the above documents and the representations made to me by the professionals identified in Subsection 2(a) above, I declare to the best of my knowledge and belief that the [CAPITAL PLAN COMPONENT NAME] project has been substantially completed, in that it can be used for its intended use, as described in Schedule B.1 (Project Description), as defined in the Agreement, on the [insert day] day of the [insert month] 20[insert year].
 - c) I have received the following documents and based on these documents and representations made to me by the professionals identified below, I declare to the best of my knowledge and belief that the Project conforms with, as applicable, the [List the applicable environmental review or assessment e.g. the Canadian Environmental Assessment Act, 2012, Impact Assessment Act, or Northern Regime]:
 - i. [List name of relevant document] signed by [insert name of person who signed relevant document], an [enter profession, e.g. professional engineer, professional architect or other applicable professional].
 - ii. ...
3. All terms and conditions of the Agreement that are required to be met as of the date of this declaration have been met.

Declared at [insert location] (City/Town), in [insert name of Province or Territory] (Province/Territory) this [insert day] of [insert month], 20[insert year].

Signature

SCHEDULE F – FEDERAL REQUIREMENT DEFINITIONS

1. POPULATION THRESHOLD (COMMUNITIES OVER 150,000)

- Conditions will apply to all municipalities with a population greater than 150,000, based on 2021 census data.
- In cases where a regional transit system serves multiple municipalities with a combined population exceeding 150,000, the conditions will apply to all municipalities as applicable (municipalities that have higher-order transit and/or post-secondary institutions).

2. HIGH-FREQUENCY (HIGHER-ORDER) TRANSIT

- High-frequency (higher-order) is defined as fixed-route, higher-order transit lines, including rail lines (heavy rail, commuter rail, subways, light rail), and Bus Rapid Transit lines.
 - To be considered Bus Rapid Transit, a line must have at least 3 of the following features:
 - Dedicated right of way;
 - Busway alignment (i.e., centre of roadway or curbside bus-only corridor);
 - Off-board fare collection;
 - Traffic signal priority
 - Intersection treatments (e.g., prohibiting turns across bus lanes);
 - Platform-level boarding.
- Measurement of 800 meters is based on lot perimeters of transit stations. The land within this prescribed distance may overlap with bodies of water, First Nations treaty lands, agricultural land reserves, public parks, heritage buildings, federally regulated lands such as ports and airports, heritage sites, and others. In these cases, certain parcels of land may be excluded from the density requirements. Additionally, the application of the requirement may take into account existing urban form (e.g., streets and blocks) so that zoning changes follow natural boundaries and does not change in the middle of block.

3. POST-SECONDARY INSTITUTIONS

- A post-secondary institution is defined as a public facility that is recognized on the Master List of designated educational institutions maintained by Employment and Social Development Canada as a University, College or Institute and has full-time enrollment equal to or greater than 10,000 students.
 - Only primary campuses will be included (satellite campuses, off-campus offices and individual buildings will not be included).
- Canada's officials will work with eligible recipients to identify the post-secondary institutions located in their respective communities that meet the criteria noted above.
- Measurement of 800 meters is based on the perimeter of the main campus. The land within this prescribed distance may overlap with bodies of water, First Nations treaty lands, agricultural land reserves, public parks, heritage buildings, federally regulated lands such as ports and airports, heritage sites, and others. In these cases, certain parcels of land may be excluded from the density requirements. Additionally, the application of the requirement may take into account existing urban form (e.g., streets and blocks) so that zoning changes follow natural boundaries and does not change in the middle of block.
- As Housing Needs Assessments are completed, commitments and requirements would be updated to reflect local issues and pressures related to student housing.

4. HIGH-DENSITY HOUSING

- Municipalities will be required to introduce zoning changes to support higher densities that contribute to transit ridership and promote higher levels of multi-unit housing within 800 metres of applicable transit stations and/or post-secondary institutions.
- Density standards and guidelines as indicated in the table below provide flexibility to municipalities and regions to choose between measures of floor area ratio (FAR) and units as-of-right.

Minimum Allowable Density Standards for Baseline Funding

Category	Prescribed Distance (Meters)	Floor Area Ratio	Units as-of-Right	Units / Hectare Guideline*
Higher-Order Transit & Post-Secondary Institutions	0-800	3 (required)	4 (required)	80-90

**Units/hectare illustrate what communities are expected to be able to achieve at a broader scale through adoption of either minimum allowable standard.*

DRAFT

Council Report

Report Number:	PLAN2026-027
Meeting Date:	April 21, 2026
Title:	By-law to Deem 89 Prince Street West, Bobcaygeon (Kawartha Dairy)
Description:	Deeming By-law
Author and Title:	Lauryn Coughlan, Planner II

Recommendations:

That Report PLAN2026-027, **By-law to Deem 89 Prince Street West, Bobcaygeon (Kawartha Dairy)**, be received;

That a Deeming By-law respecting 89 Prince Street West, Bobcaygeon (Kawartha Dairy), substantially in the form attached as Appendix B and C to Report PLAN2026-027, be approved and adopted by Council; and

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

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Proposal: To deem the following lots not to be lots within a registered plan of subdivision, in order to facilitate the consolidation of the lots:

Manufacturing Operation:

1. 89 Prince Street West; Plan 70, Part of Lots 11-13 West of John Street and East of Head Street; ARN 165102800140300; PIN 631300058
2. 52 Joseph Street; Plan 70, South Part of Lot 11 West of Joseph Street; ARN 165102800113200; PIN 631300117
3. 60 Joseph Street; Plan 70, North Part of Lot 11 West of Joseph Street; ARN 165102800113300; PIN 631300118
4. W/S Joseph Street; Plan 70, Part of Lot 14 West of Joseph Street, Part of John Street; Parts 1 & 2 of 57R-6871; ARN 165102800113401; PIN 631300060
5. 82 Joseph Street; Plan 70, Part of Lot 14 West of Joseph Street; Part 3 of RP57R-6871; ARN 165102800113500; PIN 631300061
6. E/S Head Street; Plan 70, Part of Lot 11, East of Head Street; ARN 165102800110800; PIN 631300057
7. 103 Head Street; Plan 70, Lot 13 and Part of Lot 14; Part 1 of RP 57R-4231; ARN 165102800111000; PIN 631300056
8. Parts 1, 2, 4-6, Part of John Street RP 57R-6391 (Closed by By-law 18-91, Instrument R283430); ARN 165102800113301; PIN 631300272
9. 83 Prince Street West; Plan 70, Part of Lots 11 and 12, Part 1 on Reference Plan 57R-4253; ARN 165102800140305; PIN 631300005

Proposed Off-Site Staff Parking:

1. 82 Head Street; Plan 70, Lot 11, West of Head Street; ARN 165102800109500; PIN 631310139
2. 94 Head Street; Plan 70, Lot 12, West of Head Street; ARN 165102800109600; PIN 631310140

The above properties will henceforth be referred to as the 'Subject Lands'.

Owner: Kawartha Dairy Limited

Applicant: D.M. Wills Associates Limited c/o Diana Keay

Official Plan: 'Urban Settlement Area' on Schedule A-5 to the City of Kawartha Lakes Official Plan; and 'Employment' and 'Residential' in Schedule F-2 of the Bobcaygeon Secondary Plan

Zone: Restricted Industrial (M1) Zone, Restricted Industrial Special Two (M1-S2) Zone, Urban Residential Type One (R1) Zone, and Urban

Residential Type Two (R2) Zone in the Village of Bobcaygeon
Comprehensive Zoning By-Law 16-78

Site Servicing: Water: City owned and operated piped water.

Sewage: City owned and operated individual sewage system.

Storm Drainage: Sewers, swales.

Existing Use: Manufacturing plant, Retail store, Homestead, Storage area, dwellings, offices, and employee entrance and parking.

Adjacent Uses: North – Several single-detached dwellings, further north is a lumber supplier, auto shop, the Bobcaygeon Public School, and residential lots

East – Several single-detached dwellings

South – Several single-detached dwellings

West – Senior centre, and a woodland area with a wetland swamp

Rationale:

The concurrent Zoning By-law Amendment application proposes to rezone the manufacturing operation lands from 'Restricted Industrial (M1)', 'Restricted Industrial Special Exception Two (M1-S2)', and 'Urban Residential Type Two (R2)' to all parcels zoned to the M1-S2 Zone. The Zoning By-law Amendment application also proposes to rezone the off-site staff parking lands from 'Urban Residential Type One (R1)' to the 'Central Commercial (C1)' Zone. Approval of the Deeming By-law application would allow for the nine parcels for the manufacturing operation to consolidate, and the two parcels for the off-site staff parking to consolidate. This will reconfigure lot lines on the subject lands to allow the proposed development to comply with the proposed zone requirements. Thus, the applicant has requested Council pass a Deeming By-law to deem the subject lands not to be within a registered plan of subdivision.

Adoption and subsequent registration of this Deeming By-law (see Appendix "B" and "C") will permit the development of the subject lands proposed with the concurrent Zoning By-law Amendment application for the subject lands.

Other Alternatives Considered:

There are no other alternatives considered to be appropriate or represent good planning. The Deeming By-law is the appropriate method to legally consolidate the lands.

Alignment to Strategic Priorities

The proposed deeming by-law demonstrates the Vibrant and Growing Economy and Healthy Environment strategic goals within the 2024-2027 Kawartha Lakes Strategic Plan, as the consolidation of the subject lands would facilitate the expansion of the Kawartha Dairy manufacturing facility and associated staff parking. The proposal allows for a functional, modern expansion that supports the long-term viability of a key local business without dominating the surrounding landscape.

Financial/Operation Impacts:

The cost of registering the By-law is included in the application fee. There are no financial implications for the City.

Conclusion:

The Zoning By-law Amendment application for the subject lands (89 Prince Street West, Bobcaygeon – Kawartha Dairy), facilitates the expansion of the Kawartha Dairy manufacturing facility and associated staff parking. This deeming by-law is concurrent to the Zoning By-law Amendment application to consolidate the subject lands to comply with the proposed zone requirements. Planning staff do not anticipate any negative impacts as a result of the deeming by-law.

Attachments:

Appendix A – Location Map



PLAN2026-027
Appendix A Key Map.

Appendix B –Deeming By-law Text



PLAN2026-027
Appendix B Deeming

Appendix C – Deeming By-law Schedule



PLAN2026-027
Appendix C Deeming

Department Head email: lbarrie@kawarthalakes.ca



Department Head: Leah Barrie, Director of Development Services

Department File: D30-2026-001

D30-2026-001

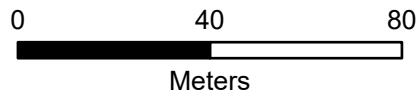


Geographic
Township
of VERULAM

 Subject Land
 Water

 Roads
 Settlement Boundaries

 Lot/Conc
 Geographic Township



The Corporation of the City of Kawartha Lakes

By-Law 2026 -

A By-Law to Deem Part of a Plan of Subdivision, Previously Registered for Lands within Kawartha Lakes, not to be a Registered Plan of Subdivision in Accordance with the Planning Act PIN # 63130-0058 (LT), 63130-0117 (LT), 63130-0118 (LT), 63130-0060 (LT), 63130-0061 (LT), 63130-0057 (LT), 63130-0056 (LT), 63130-0272 (LT), 63130-0005 (LT), 63130-0139 (LT), 63130-0140 (LT), 89 Prince Street West (Kawartha Dairy), former Village of Bobcaygeon, now City of Kawartha Lakes

[File D30-2026-001, Report PLAN2026-027, respecting 89 Prince Street West (Kawartha Dairy), Former Village of Bobcaygeon.]

Recitals:

1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
2. Council has been requested to pass a deeming By-law, by the owner of the land described in Section 1 of this By-law.
3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
4. Notice of the passing of this By-law shall be mailed to the owner(s) of the land described in Section 1 of this By-law.
5. Council considers it appropriate to enact the requested By-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-__.

Section 1:00 Details

1.01 Properties Affected:

PIN # 63130-0058 (LT) – Plan 70, Part of Lots 11-13 West of John Street and East of Head Street

PIN # 63130-0117 (LT) – Plan 70, South Part of Lot 11 West of Joseph Street

PIN # 63130-0118 (LT) – Plan 70, North Part of Lot 11 West of Joseph Street

PIN # 63130-0060 (LT) – Plan 70, Part of Lot 14 West of Joseph Street, Part of John Street; Parts 1 & 2 of 57R-6871

PIN # 63130-0061 (LT) – Plan 70, Part of Lot 14 West of Joseph Street; Part 3 of RP57R-6871

PIN # 63130-0057 (LT) – Plan 70, Part of Lot 11, East of Head Street

PIN # 63130-0056 (LT) – Plan 70, Lot 13 and Part of Lot 14; Part 1 of RP 57R-4231

PIN # 63130-0272 (LT) – Parts 1, 2, 4-6, Part of John Street RP 57R-6391 (Closed by By-law 18-91, Instrument R283430)

PIN # 63130-0005 (LT) – Plan 70, Part of Lots 11 and 12, Part 1 on Reference Plan 57R-4253

PIN # 63130-0139 (LT) – Plan 70, Lot 11, West of Head Street

PIN # 63130-0140 (LT) – Plan 70, Lot 12, West of Head Street

- 1.02 **Deeming Provision:** The Property is deemed not to be part of a Registered Plan of Subdivision of the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13, as shown on Schedule 'A' attached to this By-law.

Section 2:00 General Terms

- 2.01 **Force and Effect:** This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2026.

MAYOR _____ CLERK _____



Council Report

Report Number:	ED2026-024
Meeting Date:	April 21, 2026
Title:	Young Canada Works Funding Agreement
Description:	Funding agreement for Young Canada Works – Building Careers in Heritage
Author and Title:	Emily Turner, Economic Development Officer – Heritage Planning

Recommendations:

That Report ED2026-024, **Young Canada Works Funding Agreement**, be received; and

That the Mayor and Clerk, following a review of agreements to the satisfaction of the City Solicitor, be authorized to execute the documents and agreements with the Government of Canada and National Trust for the Young Canada Works – Building Careers in Heritage Program for 2026-2027.

Department Head: _____

Financial/Legal/HR/Other: _____

Chief Administrative Officer: _____

Background:

Each year, the Government of Canada offers support for heritage organizations such as museums and archives, municipal and Indigenous governments, and other organizations with a heritage or cultural mandate through its Young Canada Works (YCW) program to hire summer students or interns. This program is a cost sharing program where the organizations are typically responsible for 50% of the cost of the position while the remaining 50% is funded a YCW grant. The purpose of this program is to provide funding for positions in the heritage sector which may not exist otherwise and to support young people entering into careers in the heritage sector. There are several streams of funding to support different types of positions which are delivered through a number of Canadian delivery organizations, including the National Trust for Canada, the Canadian Council of Archives and the Canadian Museums Association.

The City has applied for and received funding through the Young Canada Works – Building Careers in Heritage stream which funds 4- to 12-month internship positions for recent graduates. The position will be hosted in Economic Development, working with the Economic Development Officer – Heritage Planning, and is intended to support the City’s Heritage Planning program. Applicants for YCW internship positions must be between 16 and 30 years of age, Canadian citizens or permanent residents, and have recently graduated from post-secondary education. The delivery organization for this funding is the National Trust for Canada which supports positions related to built heritage, including heritage planning, heritage restoration, and historic site administration.

The Government of Canada and National Trust for Canada have shared with staff that the City’s funding application was successful for a position in the 2026-2027 funding cycle and that a funding agreement will be forthcoming. The funding agreement has not yet been received as these agreements are not issued until a candidate has been selected and the hiring reported to the National Trust and Young Canada Works. The City has typically hired for this position in the summer, meaning the agreement is anticipated to be provided for execution in late summer or early fall.

This report requests that Council approve entering into a funding agreement with the Government of Canada and National Trust for Canada through the Young Canada Works program for the 2026-2027 federal fiscal year to facilitate the hiring of a heritage intern position within Economic Development.

Rationale:

The City's Heritage Planning program sits in Economic Development and provides services to support the preservation of built heritage and archaeological resources in Kawartha Lakes. The core functions of the program are:

- Designation of individual property under Part IV and the designation of heritage conservation districts under Part V of the Ontario Heritage Act
- Review and processing of applications related to heritage properties
- Heritage policy development and implementation
- Community outreach, education and heritage property owner support
- Supporting the Kawartha Lakes Municipal Heritage Committee
- Indigenous consultation
- Archaeology

The program is administered by the Economic Development Officer – Heritage Planning.

Over the past several years, the workload of the City's Heritage Planning program has increased significantly to respond to legislative changes to the Ontario Heritage Act and its associated regulations, as well as the introduction of new strategies and processes within this portfolio, including the Archaeological Management Plan and the Indigenous Reconciliation Strategy. In order to support the broader program and maintain high service levels, particularly with regard to front-facing and community engagement activities, staff have applied for and received funding from YCW to hire an internship position for three consecutive funding cycles. The positions funded through the 2024-2025 and 2025-2026 funding cycles have contributed significantly to a number of different heritage planning initiatives, including the Heritage Inventory, heritage designations, public workshops and outreach, and the City's Legends and Lore walking tour program. In addition to supporting the City's heritage portfolio, the YCW program offers important opportunities for recent graduates to experience work within a municipal environment and build their resume.

For the 2026-2027 funding cycle, staff applied for and have received funding through the YCW program to fund a seven-month (30-week) internship position to support the City's Heritage Planning program. The position funded through YCW will undertake and support several ongoing and core projects of the Heritage Planning program, including:

- Completion of data collection, fieldwork and data entry in support of the City's ongoing Heritage Inventory.

- Participation in community engagement and public outreach activities offered through the Heritage Planning program including workshops and public information meetings.
- Support for public-facing administrative activities including updating and maintaining the City's Heritage Register and mapping, updating the heritage pages on the City's website, providing content for the quarterly Arts, Culture and Heritage newsletter, and providing heritage-related content for the City's social media accounts.

The work completed by the intern through this program will particularly support the public facing and outreach aspect of the Heritage Planning program to increase community engagement with local heritage and advance data collection and management through the Heritage Inventory. The funding provided through the YCW program will provide up to 50% of the cost of the position to a maximum amount of \$14,225.98 and the internship must be completed with the federal 2026-2027 fiscal year. Staff are anticipating that this position will run from September 2026 to March 2027.

The contract and funding agreement for Young Canada Works grants are provided to the City after a candidate has been selected and the selection reported to the National Trust and Young Canada Works. The initial payment of 75% of the approved funding will be provided to the City once the contract is executed and the balance will be paid at the completion of the internship, based on total actual project costs.

Other Alternatives Considered:

The City has previously received funding for YCW summer student positions, specifically in its Archives program, and received funding for a YCW intern in its Heritage Planning program in 2024-2025 and 2025-2026. The program provides valuable temporary support to the Heritage Planning program, as well as an opportunity for a recent graduate to explore career opportunities in the heritage sector. It is recommended that the funding agreement be signed to facilitate the hiring of this position.

Alignment to Strategic Priorities

The hiring of a YCW intern through the funding stream supports the following goals from the 2024-2027 Council-adopted Strategic Plan:

- A Vibrant and Growing Economy

The internship position, which is contingent on the execution of the funding agreement, will support the core functions 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 hiring of the intern for this position 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 heritage outreach programming and heritage inventories are identified action items to support Strategic Priority 4: Invest in Places of Economic and Cultural Activity. It also broadly advances Strategic Priority 5: Invest in Resources to Support an Exceptional Economic Development Program by improving access to Economic Development programming (Objective 5.2) through increased support for public-facing heritage programming and ensuring the division is adequately resourced (Objective 5.6) to support the functions of the Heritage Planning program.

Financial/Operation Impacts:

The funding approved under the YCW program for this position is \$14,225.98. This amount will fund 50% of the position, including both the salary of the intern and mandatory employer costs for a 30-week contract and will also offset certain other costs the City will incur in hiring a new intern.

The heritage intern position job description was developed and evaluated by People Services in 2023 in anticipation of the 2024-2025 funding application. This job description will continue to be used for the 2026-2027 position. The position is currently placed on the CUPE 855 Inside Schedule "A" at \$24.04/hour. The balance of the position is funded through 654 summer student hours in Economic Development that were approved in the 2026 budget to facilitate this position, if the funding was received. The budget allocated for these student hours will fund the remaining 50% of the position.

Additional costs which may be incurred to facilitate this position, such as office supplies, technology and mileage, have been anticipated for and included in the approved 2026 Economic Development budget.

Consultations:

People Services

Attachments:

n/a.

Department Head email: lbarrie@kawarthalakes.ca

Department Head: Leah Barrie, Director of Development Services

Person Submitting the Petition

4 pages total

Name: Julie L. Marquis
 Address: [Redacted]
 Phone: [Redacted]

RECEIVED

Petition

SEP 1 2026

To: the Council of the City of Kawartha Lakes, 26 Francis Street, Lindsay, ON K9V 5R8.

I/We the undersigned, petition the Council of the City of Kawartha Lakes as follows:

OFFICE OF THE CITY CLERK

Four way stops Cambridge St N / Bond & Victoria St N. Lindsay. Ont. traffic calming measures for speed, safety, visibility, volume. Lack of enforcement, police, target policing, reduce speed signs (target enforcement) Inadequate -

#	Name	Contact Information	Signature
	Pam Burt	[Redacted]	P Burt
	Grant Peters	[Redacted]	Grant Peters
	Carol Peters	[Redacted]	Carol Peters
	RICHARD ELSON	[Redacted]	R Elson
	Marg Istchenko	[Redacted]	M Istchenko
	Marg Preston	[Redacted]	M Preston
	Wanda Percival	[Redacted]	Wanda Percival
	HEIDI RAPHENGST	[Redacted]	H R
	m. Sweetnam	[Redacted]	m Sweetnam
	BRIAN GOWAN	[Redacted]	B Gowan
	VICKI GOWAN	[Redacted]	V Gowan
	Lisa Kapp	[Redacted]	L Kapp
	Dianne Gallagher	[Redacted]	Dianne Gallagher
	Helen Boston	[Redacted]	H Boston

Signatories to a Petition are deemed to have waived any expectation of privacy as a result of the record being created for review by the general public. Questions about the collection and disclosure of personal information contained in this petition should be directed to the City Clerk at 705.324.9411 ext. 1295.

The Corporation of the City of Kawartha Lakes

By-Law 2026 – [BY-LAW NUMBER]

A By-Law to Amend the Village of Bobcaygeon Comprehensive Zoning By-Law 16-78 to Rezone Land within the City of Kawartha Lakes

[File D06-2024-012, Report PLAN2026-018, respecting Plan 70, Part of Lots 11-13 West of John Street and East of Head Street, identified as 89 Prince Street West; Plan 70, South Part of Lot 11 West of Joseph Street, identified as 52 Joseph Street; Plan 70, North Part of Lot 11 West of Joseph Street, identified as 60 Joseph Street; Plan 70, Part of Lot 14 West of Joseph Street, Part of John Street; Parts 1 & 2 of 57R-6871; Plan 70, Part of Lot 14 West of Joseph Street; Part 3 of RP57R-6871, identified as 82 Joseph Street; Plan 70, Part of Lot 11, East of Head Street; Plan 70, Lot 13 and Part of Lot 14; Part 1 of RP 57R-4231 identified as 103 Head Street; Parts 1, 2, 4-6, Part of John Street RP 57R-6391 (Closed by By-law 18-91, Instrument R283430); Plan 70, Part of Lots 11 and 12, Part 1 on Reference Plan 57R-4253, identified as 83 Prince Street West; Part of Lot 10, Plan 70, Part 2 on Reference Plan 57R-2460; Plan 70, Part of Lot 10 East of Head Street, identified as 96 Prince Street West; Plan 70, Centre Part of Lot 10, East of Head Street, identified as 100 Prince Street West; Plan 70, Part of Lot 10, East of Head Street, identified as 102 Prince Street West; Plan 70, Lot 11, West of Head Street, identified as 82 Head Street; Plan 70, Lot 12, West of Head Street, identified as 94 Head Street – Kawartha Dairy]

Recitals:

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.
2. Council has received an application to amend the categories and provisions relating to a specific parcel of land to permit expansion of the existing manufacturing use and allow for new retail, patio, parking, storage, museum and accessory uses on the subject land.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to rezone the Property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-[BY-LAW NUMBER].

Section 1:00 Zoning Details

- 1.01 **Property Affected:** The Property affected by this by-law is described as Plan 70, Part of Lots 11-13 West of John Street and East of Head Street; Plan 70, South Part of Lot 11 West of Joseph Street; Plan 70, North Part of Lot 11 West of Joseph Street; Plan 70, Part of Lot 14 West of Joseph Street, Part of John Street; Parts 1 & 2 of 57R-6871; Plan 70, Part of Lot 14 West of Joseph Street; Part 3 of RP57R-6871; Plan 70, Part of Lot 11, East of Head Street; Plan 70,

Lot 13 and Part of Lot 14; Part 1 of RP 57R-4231; Parts 1, 2, 4-6, Part of John Street RP 57R-6391 (Closed by By-law 18-91, Instrument R283430); Plan 70, Part of Lots 11 and 12, Part 1 on Reference Plan 57R-4253; Part of Lot 10, Plan 70, Part 2 on Reference Plan 57R-2460; Plan 70, Part of Lot 10 East of Head Street; Plan 70, Centre Part of Lot 10, East of Head Street; Plan 70, Part of Lot 10, East of Head Street; Plan 70, Lot 11, West of Head Street; Plan 70, Lot 12, West of Head Street, City of Kawartha Lakes.

1.02 **Textual Amendment:** By-law No. 16-78 of the Village of Bobcaygeon is further amended to revise the text in subclause (b)(vi) of Section 14.4 to replace “6.0 m” with “5.5 m”.

1.03 **Textual Amendment:** By-law No. 16-78 of the Village of Bobcaygeon is further amended to delete subclause (b)(vii) of Section 14.4.

1.04 **Textual Amendment:** By-law No. 16-78 of the Village of Bobcaygeon is further amended to add the following text to clause “b” of Section 14.4:

‘ ...

viii) Minimum landscape buffer on Exterior Side Yard fronting on Joseph Street: 1.0 m

ix) Minimum landscape buffer on Front Yard: 1.6 m

x) Minimum Easterly Side Yard setback: 5.5 m

xi) Minimum Rear Yard for Professional Office: 4.0 m

xii) Minimum Setback between any proposed business or professional office incidental to a manufacturing or industrial use: 6.0m

xiii) All other applicable provisions given in Section 14.2 shall continue to apply.’

1.05 **Textual Amendment:** By-law No. 16-78 of the Village of Bobcaygeon is further amended to add the following under Section 14.4:

‘c. Notwithstanding any other provision in this By-law to the contrary, on lands zoned Restricted Industrial – Special Two (M1-S2) Zone, the following uses shall also be permitted in addition to the uses listed in Section 14.1:

i. Retail store selling the owner's-brand-related products and goods, including outdoor seating.

ii. Storage facilities related to manufacturing operations.

iii. An existing dwelling which is accessory to a permitted use.

d. Notwithstanding any other provision in this By-law to the contrary, on lands zoned Restricted Industrial – Special Two (M1-S2) Zone, the front lot line shall be deemed to be the lot line located on Prince Street West.’

- 1.06 **Schedule Amendment:** Schedule 'A' to By-law No. 16-78 of the Village of Bobcaygeon is further amended to change the zone category from the 'Urban Residential Type Two (R2)' to the 'Restricted Industrial Special Exception Two (M1-S2)' Zone for the land referred to as 'M1-S2', as shown on Schedule 'A' attached to this By-law.

Schedule 'A' to By-law No. 16-78 of the Village of Bobcaygeon is further amended to change the zone category from the from the 'Urban Residential Type One (R1)' and 'Urban Residential Type Two (R2)' to the 'Central Commercial (C1)' Zone for the land referred to as 'C1', as shown on Schedule 'A' attached to this By-law.

Section 2:00 Effective Date

- 2.01 **Effective Date:** This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 34 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

SCHEDULE A

THE CORPORATION OF THE CITY OF
KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED
 THIS _____ DAY OF _____ 2026.
 MAYOR _____ CLERK _____



March 11, 2026

D06-2024-012 SRQ-40660

The Corporation of the City of Kawartha Lakes

By-Law 2026 - XXX

A By-Law to Amend the Township of Emily Comprehensive Zoning By-Law No. 1996-30 to Rezone Land within the City of Kawartha Lakes

File D06-2025-004, Report PLAN2026-021, respecting Concession 1, Part Lot 13, Geographic Township of Emily, City of Kawartha Lakes, identified as 964 Hayes Line – 1000810255 Ontario Inc.

Recitals:

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.
2. Council has received an application to amend the categories and provisions relating to a specific parcel of land to permit the use of an Agriculture Produce Processing and Packaging facility on the Subject Land and provide relief from parking requirements.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to rezone the Property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1:00 Zoning Details

1.01 **Property Affected:** The Property affected by this By-law is described as Concession 1, Part Lot 13, Geographic Township of Emily, City of Kawartha Lakes.

1.02 **Text Amendment:** By-law No. 1996-30 of the Township of Emily is further amended to add to the following text to Section 7.3:

‘7.3.47: AGRICULTURAL EXCEPTION FORTY-SEVEN (A1-47) ZONE

7.3.47.1 Notwithstanding any other provision in this By-law to the contrary, on land zoned A1-47, the following uses shall be permitted in addition to the permissions given in Section 7.1:

- (a) Agriculture Produce Processing and Packaging facility; and
- (b) Business or Professional Office accessory to a permitted use.

7.3.47.2 Notwithstanding clause “c” in article 7.2.1.6, on land zoned A1-47, the maximum combined Gross Floor Area for an Agriculture Produce Processing

and Packaging facility and an accessory Business or Professional Office shall be 2,600 square metres.

7.3.47.3 Notwithstanding article 3.14.1.2, on land zoned A1-47, the minimum number of parking spaces required shall be as follows:

- (a) Agriculture Produce Processing and Packaging facility and Business or Professional Office: 37 spaces; and
- (b) For all other uses, the provisions given in article 3.14.1.2 shall otherwise continue to apply.'

1.03. **Schedule Amendment:** Schedule 'A' to By-law No. 1996-30 of the Township of Emily is further amended to change the zone category from 'Agricultural (A1)' Zone to 'Agricultural Exception Forty-Seven Zone (A1-47)' Zone for the lands referred to as 'A1-47' as shown on Schedule 'A' attached to this By-law.

Section 2:00 Effective Date

2.01 **Effective Date:** This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 34 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this XX day of April, 2026.

Douglas J.F. Elmslie, Mayor

Cathie Ritchie, City Clerk

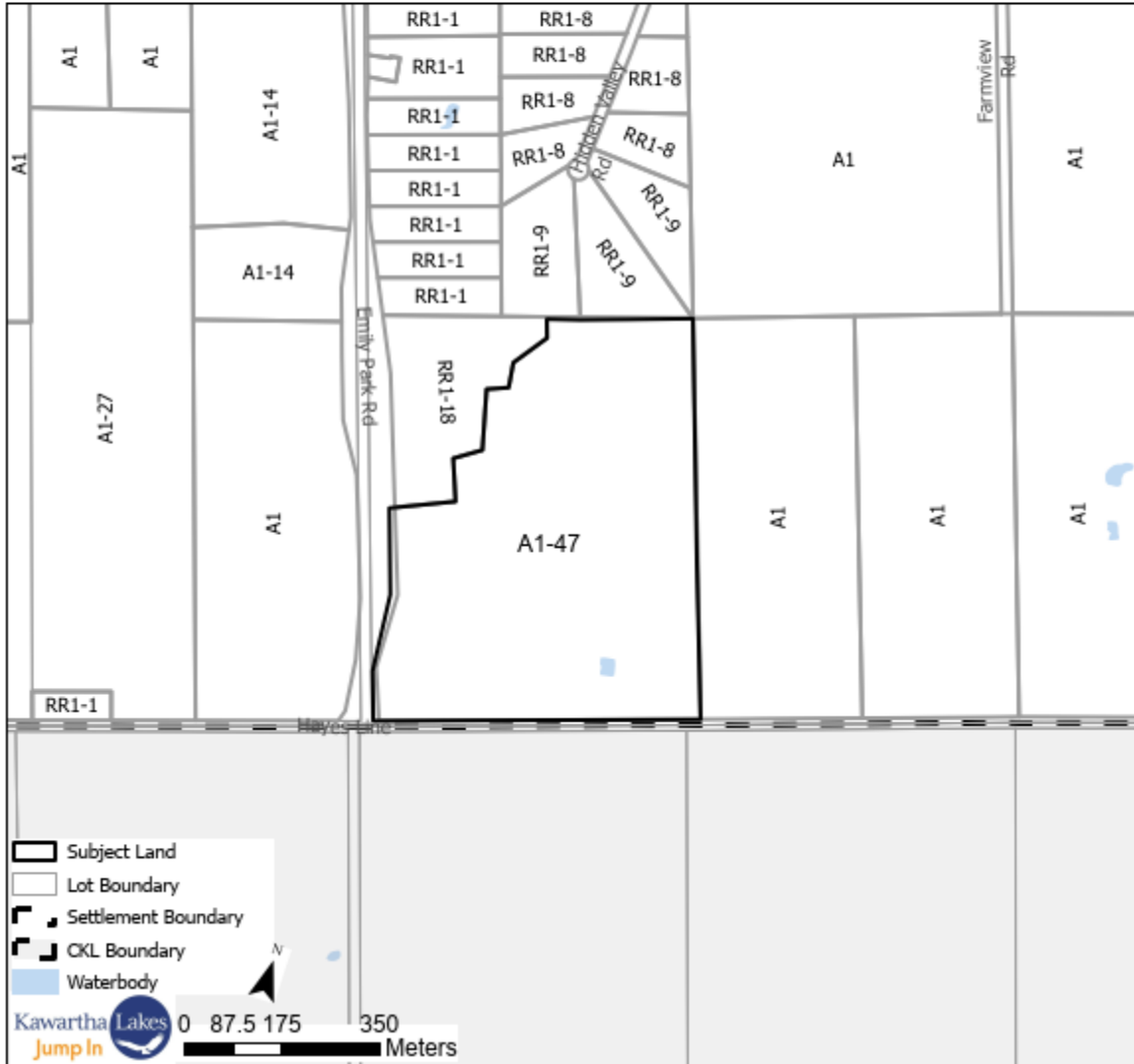
THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2026.

MAYOR _____ CLERK _____



The Corporation of the City of Kawartha Lakes

By-Law 2026 – [BY-LAW NUMBER]

A By-Law to Amend the City of Kawartha Lakes Rural Zoning By-Law No. 2024-113 to Rezone Land within the City of Kawartha Lakes

File D06-2025-004, Report PLAN2026-021, respecting Concession 1, Part Lot 13, Geographic Township of Emily, City of Kawartha Lakes, identified as 964 Hayes Line – 1000810255 Ontario Inc.

Recitals:

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.
2. Council has received an application to amend the categories and provisions relating to a specific parcel of land and for a textual amendment to permit the use of an 'Agriculture Products Processing Establishment' on the Subject Land and provide relief from parking requirements.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to rezone the Property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1:00 Zoning Details

- 1.01 **Property Affected:** The Property affected by this By-law is described as Concession 1, Part Lot 13, Geographic Township of Emily, City of Kawartha Lakes.
- 1.02 **Textual Amendment:** By-law No. 2024-113 of the City of Kawartha Lakes is further amended to add the following:

'13.XX 1302 (Emily)

All provisions applicable to the AG zone shall apply except that:

1. The permitted uses shall also include an **Agricultural Products Processing Establishment** and an accessory **Office**.
2. The maximum combined **gross floor area** for an **Agricultural Products Processing Establishment** and accessory **Office** shall be 2,600 square metres.
3. The minimum number of **barrier-free parking spaces** required shall be as follows:

- a) **Agricultural Products Processing Establishment** and accessory **Office**: 1 space; and
- b) for all other uses, the provisions of Section 5.4 shall continue to apply.'

1.03 **Schedule Amendment**: Schedule 'A' to By-law No. 2024-113 of the City of Kawartha Lakes is further amended to change the zone category from the 'Agriculture (AG)' zone to the Agriculture Exception Zone 1302 for the land referred to as 'AG-1302', as shown on Schedule 'A' attached to this By-law.

Section 2:00 Effective Date

2.01 **Effective Date (Rural Zoning By-law)**: Sections 1.02 and 1.03 of this By-law shall come into force and take effect on the day that the City of Kawartha Lakes Rural Zoning By-law 2024-113 comes into force and effect, subject to the provisions of Section 34 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

SCHEDULE A

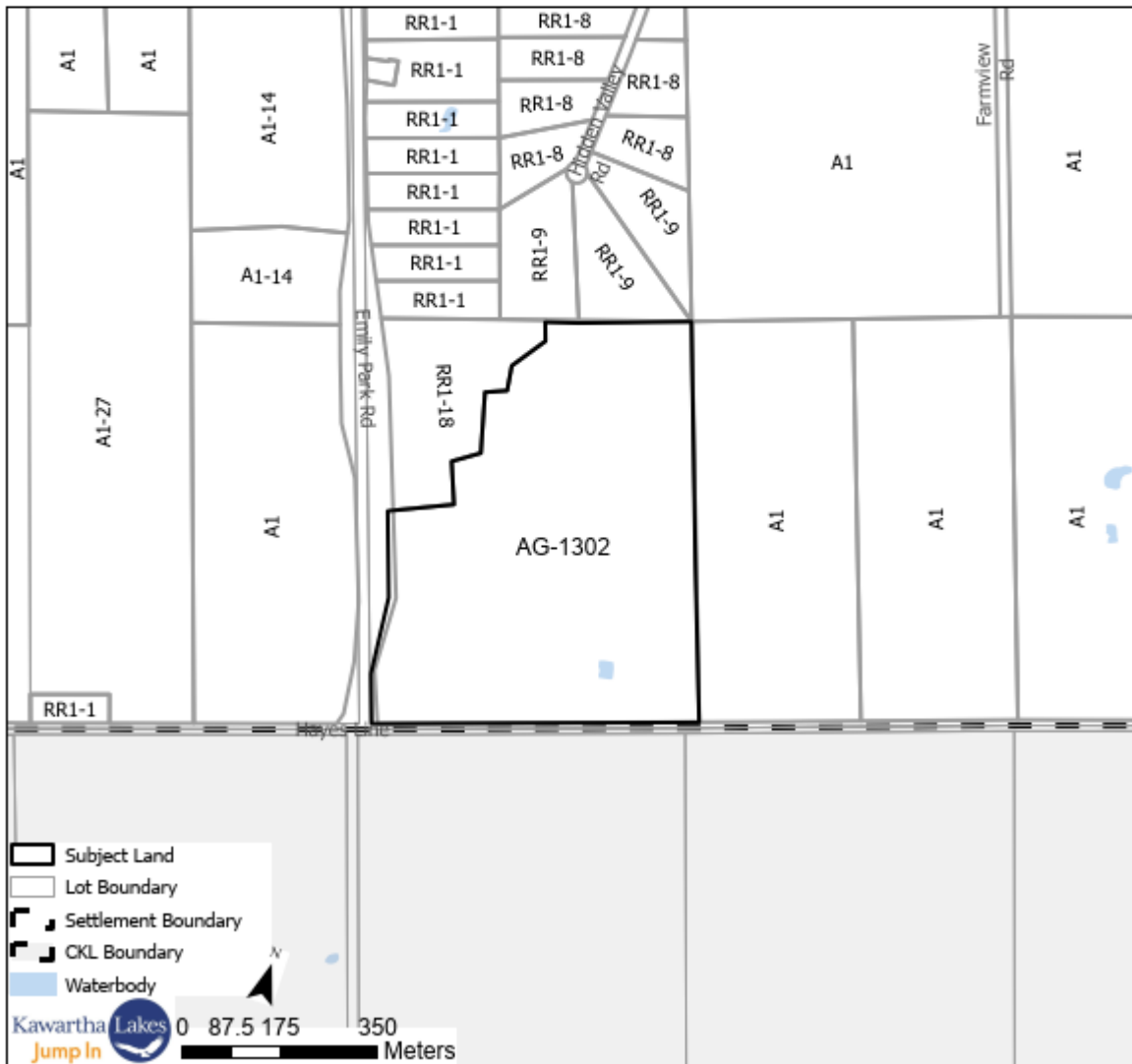
THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2026.

MAYOR _____ CLERK _____



The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Amend the City of Kawartha Lakes Official Plan to Redesignate Lands within the City of Kawartha Lakes

[File D01-2026-002, Report PLAN2026-023 respecting Part Lots 23 and 24 Concession 4, geographic Township of Ops, now City of Kawartha Lakes - Tribute (Lindsay 1) Limited]

Recitals:

1. Sections 17 and 22 of the Planning Act, R.S.O. 1990, c. P.13, authorize Council to consider the adoption of an amendment to an Official Plan.
2. Council has received an application to amend the City of Kawartha Lakes Official Plan to redesignate certain lands north of the Sylvester Drive extension from General Commercial to Residential as well as redesignate certain lands south of the Sylvester Drive extension from Residential to General Commercial. The amendment will result in a larger consolidated commercial block which will facilitate development of a proposed department store.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to adopt Official Plan Amendment Number 26/63.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1.00 Official Plan Amendment Details

- 1.01 **Property Affected:** The property affected by this By-law is described as Part Lots 23 and 24 Concession 4, geographic Township of Ops, now City of Kawartha Lakes.
- 1.02 **Amendment:** Amendment No. 63 to the City of Kawartha Lakes Official Plan, attached hereto as Schedule 'A' and forming a part of this By-law is hereby adopted.

Section 2.00 Effective Date

2.01 **Force and Effect:** This By-law shall come into force and take effect on the date it is finally passed, subject to the approval of the City of Kawartha Lakes in accordance with the provisions of Section 17 and 22 of the Planning Act, R. S. O. 1990, c. P.13.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

Schedule 'A' to By-law No. 2026-XXX

The Corporation of the City of Kawartha Lakes

Amendment No. 63 To The Official Plan – The City of Kawartha Lakes

Part A – The Preamble

A. Purpose

The purpose of the official plan amendment is to redesignate certain lands north of the Sylvester Drive extension from General Commercial to Residential as well as redesignate certain lands south of the Sylvester Drive extension from Residential to General Commercial.

The effect of the change would be the creation of a larger consolidated general commercial block which will in turn facilitate development of a proposed department store.

B. Location

The subject land is legally described as Part Lots 23 and 24 Concession 4, geographic Township of Ops, now City of Kawartha Lakes.

The subject land has a lot area of approximately 73.6 hectares and is located east of Highway 35, south of Jennings Creek and west of the current limits of Sylvester Drive, David Drive and Richard Avenue.

C. Basis

Council has enacted this official plan amendment in response to an application submitted by the Biglieri Group Limited on behalf of the owner to permit a larger consolidated general commercial block which will in turn facilitate development of a department store.

The subject lands are also the subject of a related application for Zoning By-law Amendment and a redline revision to the approved Draft Plan of Subdivision.

The subject lands as a whole are designated Residential, Parks and Open Space – New Park, Institutional & Community Facilities, General Commercial, and Policy Area #2 in the Lindsay Secondary Plan.

The proposed use and amendment to the City of Kawartha Lakes Official Plan are justified and represent good planning for the following reasons:

1. The proposed development is consistent to relevant provincial policy documents and is consistent with the Provincial Planning Statement (2024).

2. The proposed development conforms to the goals and objectives of the Residential and General Commercial designations as set out in the Lindsay Secondary Plan.
3. The revisions to the Draft Plan of Subdivision are compatible and integrate well with the surrounding area.
4. The applicant has submitted supporting background reports as required in the Official Plan which demonstrate the appropriateness of the proposed development with respect to matters of land use planning, servicing, traffic, retail market analysis, and urban design.

Part B - The Amendment

D. Introductory Statement

All of this part of the document entitled Part B – The Amendment, consisting of the following text and the attached map constitutes Amendment No. 63 to the City of Kawartha Lakes Official Plan.

E. Details of the Amendment

The Official Plan for the City of Kawartha Lakes is hereby amended as follows:

1. Schedule 'F-1' of the City of Kawartha Lakes Official Plan is hereby amended by redesignating certain lands north of the Sylvester Drive extension from General Commercial to Residential, as shown on Map 'A' to this By-law.
2. Schedule 'F-1' of the City of Kawartha Lakes Official Plan is hereby amended by redesignating certain lands south of the Sylvester Drive extension from Residential to General Commercial, as shown on Map 'A' to this By-law.

F. Implementation and Interpretation

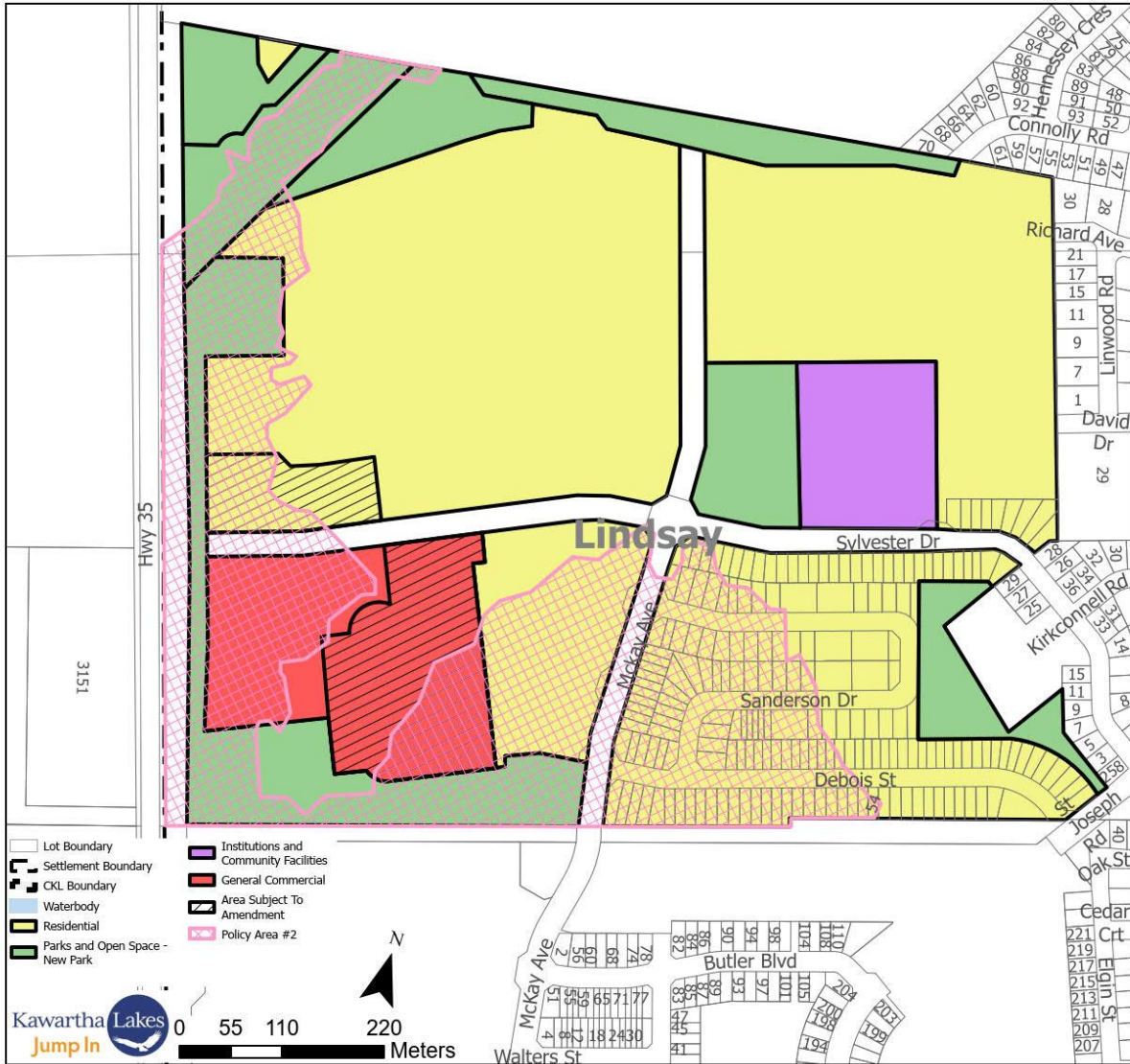
The implementation and interpretation of this amendment shall be in accordance with the relevant policies of the Official Plan.

THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

Map 'A' to Amendment No. ____

To the _____



March 17, 2026

D01-2025-002; D06-2025-011; D05-2025-003 SRQ-40624

The Corporation of the City of Kawartha Lakes

By-Law 2026 - XXX

A By-Law to Amend the Town of Lindsay Zoning By-Law No. 2000-75 to Rezone Land within the City of Kawartha Lakes

[File D01-2025-002, D06-2025-011, D05-2025-003, Report PLAN2026-023 respecting Part Lots 23 and 24 Concession 4, geographic Township of Ops, now City of Kawartha Lakes – Tribute (Lindsay 1) Limited.]

Recitals:

1. Section 34 of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to determine the appropriate zoning categories and provisions assigned to land.
2. Council has received an application to amend the categories and provisions relating to a specific parcel of land and to permit an expanded general commercial block south of the Sylvester Drive extension and associated re-lotting of the surrounding draft plan of subdivision.
3. A public meeting to solicit public input has been held.
4. Council deems it appropriate to rezone the Property.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1.00 Zoning Details

- 1.01 **Property Affected:** The Property affected by this By-law is described as Part Lots 23 and 24 Concession 4, geographic Township of Ops, now City of Kawartha Lakes.
- 1.02 **Text Amendment:** By-law No. 2000-75 of the Town of Lindsay is further amended to add the following text to Paragraph 2 of Section 16.3.15:
'...
 - v) Children's amusement centre
 - vi) Convenience retail establishment
 - vii) Department store
 - viii) Drug store
 - ix) Dry cleaning depot
 - x) Electric vehicle charging station
 - xi) Gas bar
 - xii) Medical, dental and pharmaceutical services
 - xiii) Banking, financial, and real estate services
 - xiv) Day nursery or day care centre
 - xv) Office
 - xvi) Optical facility and optometrist services

- xvii) Personal service establishment
- xviii) Pet grooming establishment
- xix) Pharmacy
- xx) Retail establishment
- xxi) Specialty food store
- xxii) Travel agency'

1.03 **Text Amendment:** By-law No. 2000-75 of the Town of Lindsay is further amended to add the following text to Paragraph 3 of Section 16.3.15:

' ...

- viii) Minimum setback of a stormwater chamber enclosure: 1.0 m from any lot line.
- ix) Notwithstanding clause (v), the maximum height of a structure shall be 12 metres.'

1.04 **Text Amendment:** By-law No. 2000-75 of the Town of Lindsay is further amended to add the following text to Section 16.3.15:

'Notwithstanding Provision 16.1, a convenience retail establishment, drug store, personal service establishment, and pharmacy shall be exempt from the provision limiting convenience commercial uses to a maximum of 15% of the gross leasable floor area per lot.

Notwithstanding any other provision in this By-law to the contrary, on lands zoned GC-S14, a department store may include any other use or uses otherwise permitted on such lands.

Notwithstanding the requirements provided for in subclause 5.12(k)(ii), on lands zoned GC-S14, the Minimum Non-residential Parking Spaces Required shall be 3.0 spaces per 100 square metres of gross floor area.

Notwithstanding the requirements provided for in clause 5.13(a), on lands zoned GC-S14, the minimum Loading Space Width shall be 3.35 metres.

Notwithstanding the requirements provided for in clauses 5.14(c) and 5.14(e), on lands zoned GC-S14, no landscaped strip is required along the southern lot line of the commercial block beginning approximately 115.9 metres west of the south-eastern corner of the lot, thence approximately 28.1 metres along the curved portion of the southern lot line to where the curve terminates, approximately 138.5 metres west of the eastern lot line, as shown on Schedule 'B' to this By-law.

Notwithstanding the definitions provided for in Section 4, on lands zoned GC-S14, the following definitions shall also apply:

- i) Banking, financial, and real estate services: means a building or part of a building used for the purposes of administering or providing a range of financial and real estate services to the public, other than exclusively through an automated banking machine.

- ii) Children’s amusement centre: means a building or part of a building used for an indoor play area for children.
- iii) Department Store: means a retail commercial establishment where a wide range of merchandise is sold, including but not limited to at least one or more of the following: general merchandise, clothing, household goods, appliances, drugs and medicines, beer and wine, and which may include a supermarket which carries a general range of grocery products including but not limited to fresh produce, fresh meat, fresh dairy products, prepared food products, baked goods, deli products, and frozen foods in addition to packaged and bulk goods and other household items. A Department Store use may also include e-commerce storage and distribution facilities, temporary soil staging areas in conjunction with a garden centre, and vending machines.
- iv) Electric vehicle charging station: means a facility, structure, or area used for the purpose of transferring electric energy to a battery or other energy storage device in an electric vehicle. This may include charging equipment and associated components such as meters, connectors, mounting structures, and signage.
- v) Medical, dental and pharmaceutical services: means a building or part of a building where medical professionals provide medical, dental and pharmaceutical services for the general public without overnight accommodation and may include such uses as reception areas, office areas, and treatment space.
- vi) Optical facility and optometrist services: means a building or part of a building where professionals provide optical-related services and where optical products are sold.
- vii) Pet grooming establishment: means a building or part of a building where pet grooming services are offered. Does not include overnight accommodation of pets.
- viii) Specialty food store: means a building or part of a building, such as a bakery, butcher shop, delicatessen, fish shop, gourmet or cheese shop, or bulk food store, where a specific type or class of foods is sold.
- ix) Travel agency: means a building or part of a building where service and sales related to travel are provided to the general public.’

1.05 **Schedule Amendment:** Schedule ‘A’ to By-law No. 2000-75 of the Town of Lindsay is further amended to change the zone categories as follows, as shown on Schedule ‘A’ to this By-law:

- Change ‘Residential Multiple Two Special 25 (RM2-S25) Zone’ to ‘Residential Multiple One Special 27 (RM1-S27) Zone’;
- Change ‘General Commercial Special 14 (GC-S14) Zone’ to ‘Residential Multiple One Special 27 (RM1-S27) Zone’;
- Change ‘Residential Multiple One Special 26 (RM1-S26) Zone’ to ‘General Commercial Special 14 (GC-S14) Zone’; and
- Change ‘Residential Multiple One Special 27 (RM1-S27) Zone’ to ‘General Commercial Special 14 (GC-S14) Zone’.

Section 2.00 Effective Date

2.01 **Effective Date:** This By-law shall come into force and take effect on the date it is finally passed, subject to the provisions of Section 34 of the Planning Act R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

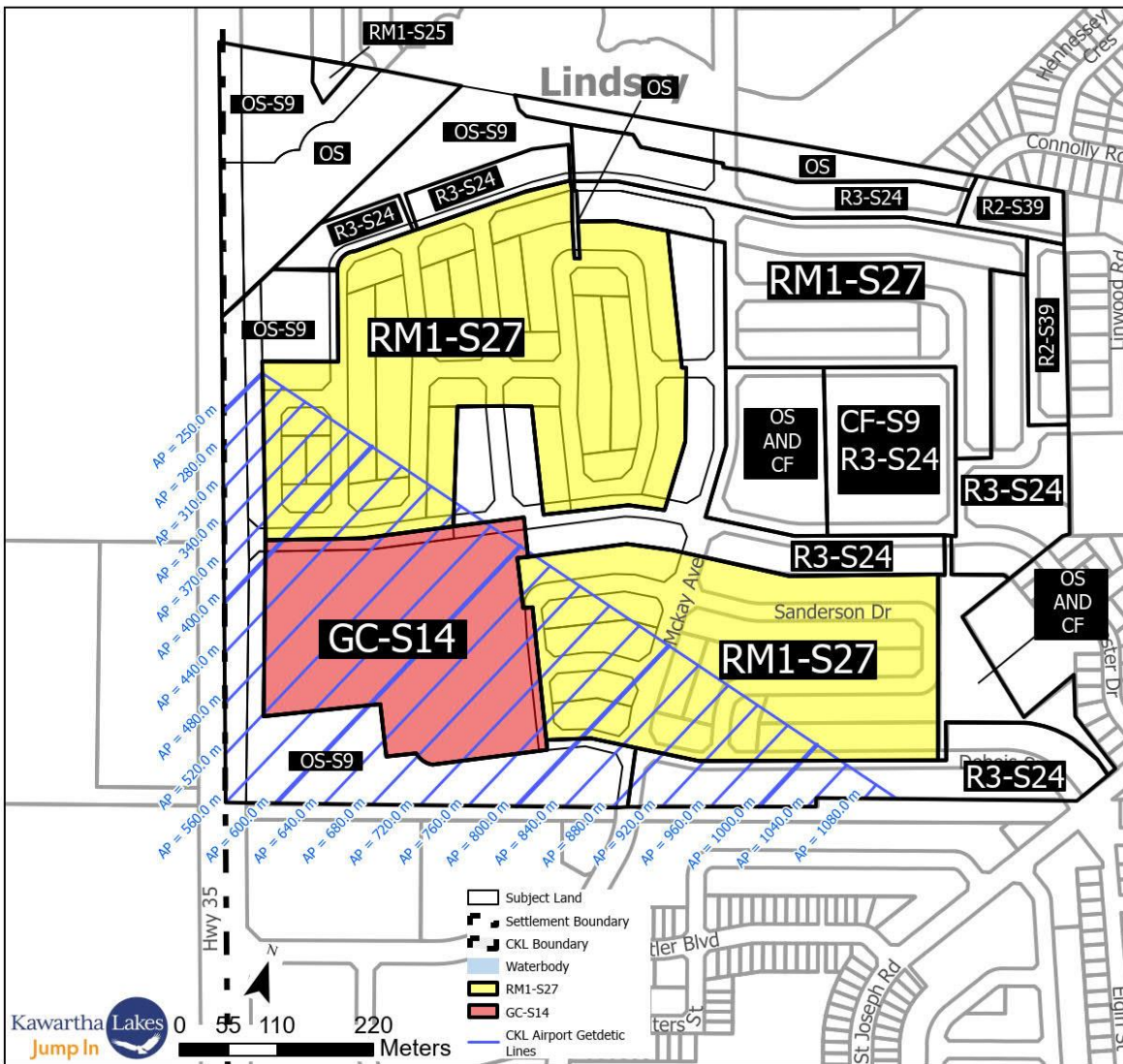
THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2026.

MAYOR _____ CLERK _____



March 17, 2026

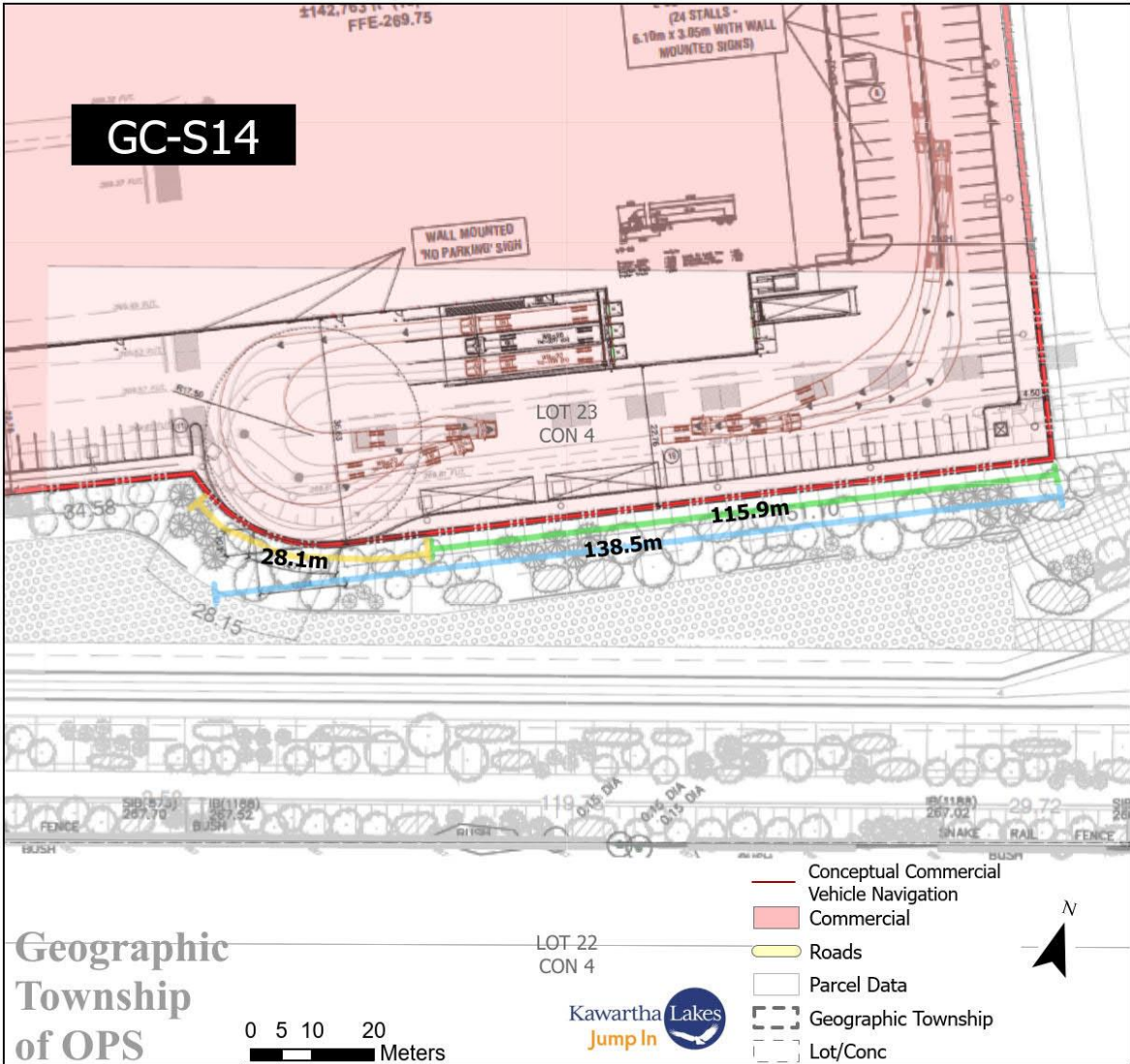
D01-2025-002; D06-2025-011; D05-2025-003 SRQ-40624

THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

Map 'B' to Amendment No. _____

To the _____



The Corporation of the City of Kawartha Lakes

By-Law 2026 -

A By-Law to Deem Part of a Plan of Subdivision, Previously Registered for Lands within Kawartha Lakes, not to be a Registered Plan of Subdivision in Accordance with the Planning Act PIN # 63130-0058 (LT), 63130-0117 (LT), 63130-0118 (LT), 63130-0060 (LT), 63130-0061 (LT), 63130-0057 (LT), 63130-0056 (LT), 63130-0272 (LT), 63130-0005 (LT), 63130-0139 (LT), 63130-0140 (LT), 89 Prince Street West (Kawartha Dairy), former Village of Bobcaygeon, now City of Kawartha Lakes

[File D30-2026-001, Report PLAN2026-027, respecting 89 Prince Street West (Kawartha Dairy), Former Village of Bobcaygeon.

Recitals:

1. Section 50(4) of the Planning Act, R.S.O. 1990, c.P.13 authorizes Council to deem any plan of subdivision, or part of a plan of subdivision, that has been registered for eight years or more, not to be a registered plan of subdivision for the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13.
2. Council has been requested to pass a deeming By-law, by the owner of the land described in Section 1 of this By-law.
3. A duplicate of this By-law shall be registered in the Land Registry Office in accordance with the Planning Act, R.S.O. 1990, c.P.13.
4. Notice of the passing of this By-law shall be mailed to the owner(s) of the land described in Section 1 of this By-law.
5. Council considers it appropriate to enact the requested By-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-__.

Section 1:00 Details

1.01 Properties Affected:

PIN # 63130-0058 (LT) – Plan 70, Part of Lots 11-13 West of John Street and East of Head Street

PIN # 63130-0117 (LT) – Plan 70, South Part of Lot 11 West of Joseph Street

PIN # 63130-0118 (LT) – Plan 70, North Part of Lot 11 West of Joseph Street

PIN # 63130-0060 (LT) – Plan 70, Part of Lot 14 West of Joseph Street, Part of John Street; Parts 1 & 2 of 57R-6871

PIN # 63130-0061 (LT) – Plan 70, Part of Lot 14 West of Joseph Street; Part 3 of RP57R-6871

PIN # 63130-0057 (LT) – Plan 70, Part of Lot 11, East of Head Street

PIN # 63130-0056 (LT) – Plan 70, Lot 13 and Part of Lot 14; Part 1 of RP 57R-4231

PIN # 63130-0272 (LT) – Parts 1, 2, 4-6, Part of John Street RP 57R-6391
(Closed by By-law 18-91, Instrument R283430)

PIN # 63130-0005 (LT) – Plan 70, Part of Lots 11 and 12, Part 1 on Reference Plan 57R-4253

PIN # 63130-0139 (LT) – Plan 70, Lot 11, West of Head Street

PIN # 63130-0140 (LT) – Plan 70, Lot 12, West of Head Street

- 1.02 **Deeming Provision:** The Property is deemed not to be part of a Registered Plan of Subdivision of the purposes of Subsection 50(3) of the Planning Act, R.S.O. 1990, c.P.13, as shown on Schedule 'A' attached to this By-law.

Section 2:00 General Terms

- 2.01 **Force and Effect:** This By-law shall come into force on the date it is finally passed, subject to the provisions of Sections 50(26), 50(28), and 50(29) of the Planning Act, R.S.O. 1990, c.P.13.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

THE CORPORATION OF THE CITY OF

KAWARTHA LAKES

THIS IS SCHEDULE 'A' TO BY-LAW _____ PASSED

THIS _____ DAY OF _____ 2026.

MAYOR _____ CLERK _____



The Corporation of the City of Kawartha Lakes

By-Law 2026-

A By-law to Regulate Civic Addressing in the City of Kawartha Lakes

Recitals

1. Sections 5 and 9 of the Municipal Act, 2001, S.O. 2001, c.25, as amended, state that the powers of the Municipal Council shall be exercised by By-Law, unless the municipality is specifically authorized to do otherwise and that the municipality has the capacity, rights, powers and privileges of a natural person for the purposes of exercising its authority;
2. Section 27 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes a municipality to pass by-laws in respect of a highway over which it has jurisdiction;
3. The Council of the Corporation of the City of Kawartha Lakes may pass by-laws establishing and requiring the payment of fees and charges for services or activities provided or done by on behalf of the City and for the use of City property as per Section 391 of the Municipal Act, 2001, S.O. 2001, c.25, as amended; and
4. The Council of The Corporation of the City of Kawartha Lakes deems it expedient to establish regulations for the numbering of lots or buildings along roads and for displaying civic numbers of lots or buildings, and road identification within Kawartha Lakes.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026- .

Section 1.00: Definitions and Interpretation

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

“Civic Addressing Coordinator” means the staff designated by the Director of Development Services to conduct the appropriate addressing activities contained in this by-law (eg: Chief Building Official, Supervisor of Mapping and GIS, Planner, Deputy Clerk, etc.). A Corporate Standard Operating Procedure may be established to determine what staff does each specific function of the Civic Addressing Coordinator in this by-law;

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Consolidated Fees By-law” means City of Kawartha Lakes By-law 2016-206 or if it has been repealed any subsequent City of Kawartha Lakes By-law known as the Consolidated Fees By-law.

“Council” or “City Council” means the municipal council for the City;

“Director of Development 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 the Chief Administrative Officer or the Mayor (by issuance of a Mayoral Decision).

“Municipal Law Enforcement Officer” means a person appointed by Council under section 55 of the Community Safety and Policing Act, 2019, to enforce the by-laws of the City;

“Owner” means the individual, firm, partnership or corporation that is the registered owner of a property and includes a lessee, tenant, mortgagee in possession and the person or persons in charge of the land;

“Person” has the same meaning as in the Interpretation Act and includes a corporation;

“Street” or “Road” means a “street” within the meaning of The Highway Traffic Act, R.S.O. c.H.8, as amended, and the Municipal Act, R.S.O. 1990, c.M. 45, as amended, and shall also include streets in registered Plans of Subdivision that are to be assumed under the terms of a subdivision agreement and private streets that are not assumed by the City;

1.02 **Interpretation Rules:**

(a) 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.

1.05 **Conflict:** Nothing in this By-Law shall be construed as authorizing non-compliance with any laws, regulations, by-laws, lawful orders, or directives pursuant to any other statute, regulation, or statutory or regulatory authority that may require the posting of civic numbering on structures or properties or the posting of road names on private roads or which may specify standards in respect of the posting of civic numbers or road names.

1.06 **Conflict with other By-laws:** If there is a conflict between an addressing requirement established by another by-law of the City (or its predecessor municipalities) and an addressing requirement of this by-law, the requirement that establishes the higher standard (as determined by the Director of Development Services or the City Solicitor) in terms of protecting the health, safety and well-being of the inhabitants of the City prevails to the extent of the conflict. In the event a conflict arises with any

pre-amalgamation municipal Zoning By-law which was in effect in the City of Kawartha Lakes on the date of passage of this by-law, dealing with addressing of properties, the requirements of this by-law shall prevail

Section 2.00: Civic Addressing

- 2.01 **Existing Civic Numbers:** A civic number that has been assigned for a lot or building on the date of the passing of this By-Law is hereby assigned to that lot or building until such time as a Civic Addressing Coordinator directs otherwise.
- 2.02 **Assigning Civic Numbers:** A Civic Addressing Coordinator shall assign Civic Numbers for new lots as part of the Development Approval Process in accordance with timing established by a Civic Addressing Coordinator.
- 2.03 A Civic Addressing Coordinator may assign civic numbers to lots or buildings to fulfill conditions of a consent application, or site plan approval upon receipt of a completed application and applicable fees.
- 2.04 A Civic Addressing Coordinator shall assign a new civic number for a lot or building upon receipt of a completed application and applicable fees, processed at the time a building permit is applied for.
- 2.05 A Civic Addressing Coordinator may assign a civic number for a vacant lot or farmland upon receipt of a completed application and applicable fees.
- 2.06 A Civic Addressing Coordinator is not obliged to assign civic numbers to undeveloped lots.
- 2.07 Where no development is currently contemplated, and a property (vacant or otherwise) has previously used an informal civic number that is not currently recognized by the City or the Municipal Property Assessment Corporation, a Civic Addressing Coordinator may formally apply the previously used civic number if it is consistent to the existing numbering pattern in the immediate community.
- 2.08 Numbers shall be sequential in such a pattern as a Civic Addressing Coordinator sees fit and consistent with the numbering patterns in the community of development. A Civic Addressing Coordinator may establish procedures for an interval basis for how numbers shall be assigned unique to each community of development (eg: specific metre intervals on a linear distance from a baseline).
- 2.09 Odd numbers shall be assigned to one side of the road and even numbers assigned to the other in a generally consistent pattern in the community of the development. Generally, even numbers will be assigned to the right hand side of the road in the direction of the ascending numbers and odd numbers on the left hand side of the road.
- 2.10 Numbers are to be assigned based on the centre of the main driveway servicing the property. Where multiple driveways exist, the driveway closest to the main entrance of the main building (as determined by a

Civic Addressing Coordinator) on the property shall be used for numbering purposes.

- 2.11 New civic numbers in existing developed areas will be assigned in a way that is consistent with flow and intervals of existing civic numbering in the area immediately adjacent to the new lot or building to be numbered. Where a civic address is required for a lot or building and it is found that there is insufficient supply of numbers, the civic number may have a suffix added to maintain sequential order.
- 2.12 Where a through lot has frontage on two roads, and the property entrance connects both roads, a municipal address shall be assigned to the road that the front of the building faces.
- 2.13 All numbers are to be used including four (4) and thirteen (13). This applies to developers numbering units or floors in multi-residential facilities or buildings.
- 2.14 Where multiple address numbers are possible to be used for a newly addressed property along an existing road and where no other future addressee is likely to be able to use these numbers (by severance or otherwise), and where either number options are unlikely to cause confusion for emergency response, a Civic Addressing Coordinator may allow the new addressee options to select a preferred number.
- 2.15 Civic numbers for new Development Approvals shall be assigned to leave room for potential development changes. A Civic Addressing Coordinator may require a developer to submit a future plan of development for all future phases so that the Civic Addressing Coordinator can determine future development patterns.
- 2.16 Extensions of existing roads shall be numbered, where possible, by extending the numerical direction and interval of the civic numbering used on the existing portion of the road to be extended. Baselines for the start of numbering are recommended to be established at the end of the road least likely to be extended in the future.
- 2.17 In general, dwellings with driveway access on private roads shall be assigned addresses to the private road. Unless otherwise specified, the same numbering conventions for properties on private roads apply to properties on municipal roads.
- 2.18 **Specific Property Types:** Additional Residential Unit numbering shall be numbered as follows:
 - Original unit shall have a unique number with no number suffix
 - A suffix #B (ex. 123B) shall be for the first additional unit within the main dwelling,
 - A suffix #C (ex. 123C) shall be for the second additional unit within the main dwelling, and
 - A suffix #D (ex. 123D) shall be for a detached additional unit.

- Should the detached additional unit require a separate driveway, a new number without a suffix in sequential order will be applied.
- 2.19 Multi-Unit housing structures (such as semi-detached housing, row housing, townhouses or condominium complexes) with unique exterior front door access to the street they are fronting shall have a separate civic number assigned for each unit.
- 2.20 Civic addressing of condominium units with frontage on private internal condominium or City owned roads shall be assigned by a Civic Addressing Coordinator. Where the condominium private internal roads are functioning as frontage roads, window streets, or extended driveways for multiple units, the Civic Addressing Coordinator shall determine addressing and what street name should apply to the units. In general, any development providing access to buildings or units from private roads are required to sign each road and each building given a civic number or as determined by a Civic Addressing Coordinator.
- 2.21 Interior condominium or apartment units with no exterior entrance frontage on the road may be assigned sequential unit numbers by the building owner or condominium corporation. Each multi-residential building with multiple interior units will be assigned one municipal number. Where the building has a mix of units fronting a road (such as a condominium cluster development) a Civic Addressing Coordinator shall determine how addressing will be assigned to the units.
- 2.22 Commercial properties, where the driveway is at the rear of the property, may be assigned a number (as determined by a Civic Addressing Coordinator) from the more prominent road to which the business fronts.
- 2.23 Where a development contemplates lane-housing where a driveway and/or garage front a rear public or private lane, and the front door faces a public street. Addresses for lane-housing properties shall be assigned to the street facing the front door of the primary dwelling. Should the garage or carriage house fronting the laneway be legally turned into a Additional Residential Unit, the new unit may be addressed using the name of the lane.
- 2.24 Seasonal trailer parks and campgrounds will be assigned one civic number, and the individual units or sites will be identified by a unique unit or site numbers as assigned by the owner. Numbers shall be assigned in such a way to assist navigation for emergency response. Internal roadways to units or campsites may be informally named by the owner, however, not used for formal addressing purposes. Directional signage on the main roadways in the park or campground identifying unit or campsite numbers is recommended. Seasonal trailer parks that become year-round trailer parks shall be addressed by a Civic Addressing Coordinator in keeping the with addressing conventions of the remainder of this by-law.
- 2.25 **Change and Reassignment of Civic Addresses:** A Civic Addressing Coordinator may change or reassign civic numbers where necessary to avoid potentially confusing numbering irregularities and to assure an

adequate supply of civic numbers for existing and future development.
Affected landowners shall be notified in writing;

- 2.26 The City shall not be liable for any costs or damage whatsoever that may be incurred by a property owner due to the reassignment of their civic number. Developers submitting development plans and applications that necessitate the reassignment of nearby existing civic addresses (as determined by a Civic Addressing Coordinator) shall be responsible for any costs or damage whatsoever that may be incurred by a property owner due to the reassignment of the addresses.
- 2.27 Changes to street names as part of reassignment of Civic Addresses shall be done in accordance with the Street and Facility Naming Policy.
- 2.28 **Deletion of Civic Numbers:** If a property owner uses the assigned civic number for anything other than the use specified when the civic number was applied for, a Civic Addressing Coordinator may revoke the civic number. No person shall use an assigned civic number for any purpose other than the use for which it was issued.
- 2.29 If a property owner fails to demonstrate that any existing civic address improves delivery of Municipal and/or Emergency Services to the lot or building, or that it is needed for another agency or utility, a Civic Addressing Coordinator may revoke the civic number.
- 2.30 If a civic number is no longer required for its intended use, such as a demolished building, a Civic Addressing Coordinator may revoke the civic number.
- 2.31 The City shall not be liable for any costs or damage whatsoever that may be incurred by a property owner due to the deletion of a civic address.
- 2.32 **Posting Civic Numbers:** For lots or buildings located in Urban and Hamlet areas of the Kawartha Lakes Official Plan area civic number signage is the responsibility of the property owner. Numbers shall be affixed to the building or placed on the property in such a manner as to be clearly legible from the street at all times of the day. The Director of Development Services or their Designate may establish Council Policy for the specification of urban and hamlet civic number signage.
- 2.33 **Rural Civic Numbers:** For lots or buildings located in other areas of the Kawartha Lakes Official Plan not designated as urban or hamlet (eg: rural, prime agricultural, waterfront, etc.), upon receipt of the relevant fees, civic number signage shall be created and installed according to the following:
- Numbers shall be a minimum of 10cms in height shall be either be white lettering on a green blade, or black lettering on a yellow blade with Engineered Grade Reflective Sheeting and placed on both sides of the sign blade. The sign blade shall be fabricated consistent to standards established by the Chief Building Official.

- sign must be erected on the private property to which the number is assigned, not within the Municipal or Provincial road allowance and not on the opposite side of the street;
- sign is to be erected within 1m of the property line adjacent to the street;
- sign is to be erected within 1m of the edge of the entrance laneway, on the driver's side of the laneway when entering the property;
- sign blade is to be affixed to a post;
- sign blade is to be affixed to the post perpendicular to the street which allows for the sign to be clearly read from the street when approaching from either direction;
- sign blade is to be erected between 1.2m and 1.8m above grade;
- sign blade must not be obscured by vegetation or any other landscaping or decorative items placed in the vicinity (save and except light fixtures use to illuminate the sign blade);

2.34 The property owner is responsible for the installation of the new rural civic number sign blade (in compliance with the standards outlined in this by-law) within 30 days of receipt of the sign blade. No person shall fail to install a rural civic number sign blade within the time period established by this by-law.

2.35 **Replacement and Maintenance:** The owner of a property on which a civic number is issued shall be responsible for maintaining a sign displaying the number and/or sign blade, in good condition in compliance with Section 2.33. No person shall fail to maintain their civic number or sign blade in good condition and in accordance with Section 2.33.

2.36 If the condition of a Rural Civic Number sign is rendered illegible, either through loss, natural aging or damage, it shall be the owner's responsibility to contact the municipality for replacement in accordance to section 2.31. Property owners should first attempt to clean illegible sign blades that may have faded due to dust, mud, moss, or lichen (or similar) prior to contacting the municipality for a replacement.

2.37 No person shall refuse or fail to comply with a written notice issued by a Civic Addressing Coordinator which assigns, reassigns, or deletes a civic number of a lot or building.

2.38 No person shall remove any legally placed rural civic number sign blade or post.

2.39 **Street Naming:** Streets shall be named and/or renamed in accordance with the Street and Facility Naming Policy.

2.40 Streets with existing names established by By-law shall retain their original name and spelling in accordance with the original naming by-law until renamed by a new street naming by-law.

- 2.41 **Numbered Highways and Roads:** Roads and highways numbered under the previous Victoria County Road system, and downgraded Provincial Highways may be assigned a unique name in their entirety or in part as established by municipal by-law.
- 2.42 **Clarification:** As of the date of the passing of this by-law, where no other name was previously assigned to a municipally owned road other than County Road #, or Highway # (or similar), the name of the road or highway shall be clarified as “Kawartha Lakes Road #” or “KL Road #” in short form. Properties shall be addressed in the format “Civic Number” Kawartha Lakes Road # or in short form as “Civic Number” KL Road #. This section does not apply to provincially owned Highways or unopened road allowances. For clarity, this applies (but is not limited to) to unnamed sections of:
- Former Highway 36 (later County Road 36), now Kawartha Lakes Road 36 (KL Road 36);
 - Former Highway 46 (later County Road 46), now Kawartha Lakes Road 46 (KL Road 46);
 - Former Highway 48 (later County Road 48), now Kawartha Lakes Road 48 (KL Road 48); and
 - Former Highway 121 (later County Road 121), now Kawartha Lakes Road 121 (KL Road 121) for properties in Kawartha Lakes
- 2.43 Where a road or highway has both a numbered designation and a unique street name, the street name shall take priority for addressing purposes (eg: 710 Cameron Road, as opposed to 710 Kawartha Lakes Road 34 or 710 County Road 34).
- 2.44 Where possible, legacy signage and addressing references to “County Road #” or “Highway #” shall be discontinued in official City use in place of “Kawartha Lakes Road #” or “KL Road #”.
- 2.45 **Exception:** The use of “County Road 503” east of Kawartha Lakes Road 121 in Kinmount is permitted as per by-law 2005-034 due to its continuing use into Haliburton and Peterborough Counties.

Section 3.00 Signage and Addressing Fees

- 3.01 A fee in accordance with the Consolidated Fees By-law shall be charged for services provided to create new and replacement sign blades for rural civic addresses.
- 3.02 The fee noted in 3.01 is payable by the requestor of the new or replacement sign and shall be collected at time of application.
- 3.03 Where the signage required is as a result of the application of a building permit, the charge is due and payable at the time of application for a building permit.
- 3.04 A fee may be established in accordance with the Consolidated Fees By-law for the establishment or re-establishment of addresses for new plans of subdivisions and condominium.

Section 4.00: Enforcement, Offence and Penalties

- 4.01 **Enforcement:** This by-law may be enforced by every municipal law enforcement officer and police officer or any person appointed by Council.
- 4.02 **Offence and Penalty:** It is an offence for a person to contravene any provision of this by-law, and every person who contravenes this by-law is guilty of an offence and, on conviction, is liable to a fine in accordance with the provisions of the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended and to any other applicable penalty.
- 4.03 **Offences:** Any person who contravenes any provision of this by-law is guilty of an offence, and upon conviction, is liable to a maximum fine of not more than \$100,000.00, as provided for by Section 429 of the Municipal Act, 2001, S.O.2001, c.25 as amended.
- 4.04 **Corporation:** A director or officer of a corporation who knowingly concurs in the violation or contravention by the corporation of any provision of this by-law is guilty of an offence and upon conviction, is liable to a maximum fine of not more than \$100,000.00, as provided for by Section 429 of the Municipal Act, 2001, S.O.2001, c.25, as amended.
- 4.05 **Multiple Offences:** The conviction of a person for the contravention or breach of any provision of this by-law shall not operate as a bar to the prosecution against the same person for any subsequent or continued breach or contravention of any provision of this by-law. Each day that the offence continues shall be deemed a separate and distinct offence.
- 4.06 **City May Complete Work:** Where an owner fails to comply with a notice within the specified time frame (subject to amendment or withdrawal), a Municipal Law Enforcement Officer may, in addition to any enforcement of this By-Law, cause the City's forces or agents to complete the work required by the notice, without further notice to the owner.
- 4.07 **Multiple Offences:** Where a section of this By-Law is invoked, all costs associated with the work shall be added to the tax roll of the property which is the subject matter of the notice and shall be collected in like manner as municipal taxes.

Section 5.00 Repeals and Amendments

- 5.01 **Amendments:** Sections 3.1, 4.5 and Schedule "A" of each of the following By-laws are hereby deleted in their entirety:
- The Township of Bexley By-law 97-46
 - The Township of Carden By-law 97-7
 - The Township of Dalton By-law 4-97
 - The Township of Eldon By-law 96-15
 - The Township of Emily By-law 1996-32
 - The Township of Fenelon By-law 29-97
 - The United Townships of Laxton, Digby, and Longford By-law 20-97
 - The Township of Mariposa By-law 96-15
 - The Township of Somerville By-law 97-14

- The Township of Verulam By-law 22-97
- 5.02 **Amendment:** Sections 3.1, 4.5 and Schedule “I” of the following By-law are hereby deleted in its entirety:
- The Township of Manvers By-law 96-02
- 5.03 **Amendment:** Sections 3.1, 4.5 and Schedule “C” of the following By-law are hereby deleted in its entirety:
- The Township of Ops By-law 95-15
- 5.04 **Amendment:** Sections 2.0, 3.0 and Schedule “A” of the following By-law are hereby deleted in its entirety:
- The Village of Sturgeon Point By-law 93-10
- 5.05 **Amendment:** Sections 4 and 5 of the following By-law are hereby deleted in its entirety:
- The Village of Omemee By-law 1983-4
- 5.06 **Repeals:** The following by-laws are hereby repealed:
- The Township of Emily By-law 1999-11
 - The Village of Fenelon Falls By-law 1971-1250
 - City of Kawartha Lakes By-law 2008-133
 - City of Kawartha Lakes By-law 2016-209

Section 6.00: Administration and Effective Date

- 6.01 **Administration of the By-law:** The Director of Development Services is responsible for the administration of this by-law.
- 6.02 **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 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2026-

A By-Law to Authorize the Acquisition of the Property Legally Described as Part of Lot 2 Concession 14 Sommerville as in A47564; Kawartha Lakes, being Parts 2, 3, and 4 on Plan 57R-11387, being Part of PIN: 63120-0234 (LT)

File No.: L06-25-RS018, respecting Boundary Road

Recitals

1. The acquisition of the property legally described as Part of Lot 2 Concession 14 Sommerville as in A47564; Kawartha Lakes, being Parts 2, 3, and 4 on Plan 57R-11387, being Part of PIN: 63120-0234 (LT) was approved, in principle, by City Council at the Regular Council meeting held on December 9, 2025.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026- .

Section 1.00: Definitions and Interpretation

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

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Council” or “City Council” means the municipal council for the City;

“Manager of Realty 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.

- 1.02 **Interpretation Rules:** The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

- 1.03 **Statutes:** References to laws in this By-law are meant to refer to the statutes, as amended from time to time, which are applicable within the Province of Ontario.

- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this By-law to be illegal or unenforceable, that portion of this By-law shall be considered to be severed from the balance of the By-law, which shall continue to operate in full force and effect.

Section 2.00: Acquisition of Land

- 2.01 **Acquisition:** The parcel of land described Part of Lot 2 Concession 14 Sommerville as in A47564; Kawartha Lakes, being Parts 2, 3, and 4 on Plan 57R-11387, being Part of PIN: 63120-0234 (LT), is hereby authorized to be acquired by The Corporation of the City of Kawartha Lakes for consideration in the amount of Three Thousand Five Hundred Dollars (\$3,500.00), plus all costs associated with the transaction, including the Vendor's legal fees to a maximum of \$2,000.00 (inclusive of HST).

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Manager of Realty Services is responsible for the administration of this By-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 21st day of April 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Establish 2026 Tax Ratios in the City of Kawartha Lakes

Recitals

1. Subsection 308 (4) and 308.1 (4) of the Municipal Act, 2001 provides that the council shall pass a by-law in the year to establish the tax ratios for that year.
2. Subsection 308 (6) requires the municipality to pass a by-law adopting tax ratios subsequent to the setting of transition ratios.
3. Ontario Regulation 162/09, amending Ontario Regulation 385/98, provides for the exclusion of properties in a property class in the calculation of tax ratios.
4. The tax ratios determine the relative amount of taxation to be borne by each property class.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1.00: Definitions and Interpretation

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

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

“Commercial classes” means the commercial property class and the property classes each of which is a property class that a municipality may opt to have apply under the regulations under the Assessment Act and that contains property that, if the municipality did not opt to have the property class apply, would be in the commercial property class.

“Council” means the municipal council for the City.

“Industrial classes” means the industrial property class prescribed under the Assessment Act and the property classes each of which is a property class that a municipality may opt to have apply under the regulations under the Assessment Act and that contains property that, if the municipality did not opt to have the property class apply, would be in the industrial property class.

“Manager of Revenue and Taxation” means the person within the administration of the City which fulfills the function of the Tax Collector and

his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council.

1.02 Interpretation Rules:

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

1.03 Statutes: References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

1.04 Severability: If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Tax Ratios

2.01 Transition Ratios: On April 16, 2009 Ontario Regulation 162/09 was made setting out the method of setting transition ratios.

2.02 Tax Ratios: The Tax Ratios for the taxation year 2026 shall be as follows:

Property Class	Tax Ratio
Residential and Farm	1.000000
New Multi Residential	1.000000
Residential FAD 1	0.750000
Farmland	0.250000
Managed Forest	0.250000
Multi Residential	1.956823
Commercial Occupied	1.379305
Commercial Excess Land	1.379305
Commercial Vacant Land	1.379305
Landfill Occupied	1.353442
Industrial Occupied	1.346448
Industrial Excess Land	1.346448
Industrial Vacant Units	1.346448
Aggregate Extraction	1.095613
Pipelines	2.001314

2.03 Optional Property Classes: For the purpose of this By-law:

- a) the commercial property class includes parking lot property, major office buildings and shopping centres; and
- b) the industrial property class includes large industrial properties.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Manager, Revenue and Taxation is responsible for the administration of this by-law is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Set Tax Rate Reductions for the Prescribed Subclasses in the City of Kawartha Lakes for the Year 2026

Recitals

1. Subsection 313(1) of the Municipal Act provides that the tax rates that would otherwise be levied for municipal purposes for the subclasses prescribed under Subsection 8 (1) of the Assessment Act shall be reduced in accordance with the rules in that section of the Municipal Act.
2. Ontario Regulation 383/98 prescribes the farmland awaiting development subclasses and tax reduction percentages
3. Council has determined the rates for reductions in the various subclasses prescribed

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1.00: Definitions and Interpretation

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

“**By-Law**” means this by-law, as it may be amended from time to time. The Recitals to, and Schedules attached to this By-Law are considered integral parts of it.

“**City**”, “**City of Kawartha Lakes**” or “**Kawartha Lakes**” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

“**City Clerk**” means the person within the administration of the City which fulfils the function of the City Clerk as required by the Municipal Act.

“**Commercial Property Class**” includes all major office property, shopping centre property and parking lot property.

“**Manager, Revenue and Taxation**” means the person within the administration of the City which fulfills the function of the Tax Collector or his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council.

“**Council**” means the municipal council for the City.

The “**First and Second Classes of Farmland Awaiting Development**” consist of land as defined in accordance with Ontario Regulation 282/98, as amended.

“**Industrial Property Class**” includes all large industrial property.

1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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.
- (c) References to items in the plural include the singular, as applicable.
- (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.

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: Tax Rate Reductions

2.01 **Commercial:** The tax rate reduction for the vacant land and excess land subclasses in the Commercial Property Class is zero (0%) percent

2.02 **Industrial:** The tax rate reduction for the vacant land and excess land subclasses in the Industrial Property Class is zero (0%) percent.

2.03 **First Class Undeveloped Farm Land:** The tax rate reduction for the First Class of Farm Land Awaiting Development in the residential/farm, multi-residential, Commercial or Industrial Property Classes is twenty-five (25%) percent.

2.04 **Second Class Undeveloped Farm Land:** The tax rate reduction for the Second Class of Farm Land Awaiting Development in the residential/farm, multi-residential, Commercial or Industrial Property Classes is zero (0%) percent.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Manager, Revenue and Taxation is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Limit Tax Decreases on Commercial, Industrial and Multi-Residential Properties for 2026 in the City of Kawartha Lakes

Recitals

1. Section 330 of the Municipal Act, 2001 provides that the council of a municipality may pass a by-law to establish a percentage by which tax decreases are limited for 2026.
2. The Council considers it appropriate to limit the tax decreases for commercial, industrial and multi-residential properties this year.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1.00: Definitions and Interpretation

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

“By-law” means this by-law, as it may be amended from time to time. The Recitals to, and the Schedules attached to this By-law are considered integral parts of it

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Manager of Revenue and Taxation” means the person within the administration of the City which fulfills the function of the Tax Collector and his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council.

“Council” or “City Council” means the municipal council for the City;

1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) 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.
- (c) References to items in the plural include the singular, as applicable.

(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.

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: Limitation of Tax Decreases

2.01 **Application of By-law:** This By-law applies to all properties in the affected property classes whose taxes for municipal and school purposes for 2026, as determined pursuant to the Municipal Act, 2001, exceed their taxes for municipal and school purposes for 2025, as adjusted in accordance with the Provincial Regulations.

2.02 **Commercial Property Class:** The property tax decrease percentage retained by the municipality for all property within the commercial class is 0% of the decrease, which would otherwise have been applicable under Section 2.00 of By-law 2026-XXX, being a By-law to Set Tax Rate Reductions for Prescribed Subclasses.

2.03 **Industrial Property Class:** The property tax decrease percentage retained by the municipality for all property within the industrial class 0% of the decrease, which would otherwise have been applicable under Section 2.00 of By-law 2026-XXX, being a By-law to Set Tax Rate Reductions for Prescribed Subclasses.

2.04 **Multi-Residential Property Class:** The property tax decrease percentage retained by the municipality for all property within the multi-residential class is 0% of the decrease, which would otherwise have been applicable under Section 2.00 of By-law 2026-XXX, being a By-law to Set Tax Rate Reductions for Prescribed Subclasses.

Section 3.00: Administration and Effective Date

3.01 **Administration of the By-law:** Manager of Revenue and Taxation is responsible for the administration of this by-law.

3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Establish 2026 Tax Rates in the City of Kawartha Lakes

Recitals

1. Section 312 of the Municipal Act, 2001, as amended, provides that the Council of a local municipality shall, after the adoption of estimates for each year, pass a by-law to levy a separate tax rate on the assessment in each property class, including any adjustments made under Sections 32, 33, 34, 39.1 or 40 of the Assessment Act for the purposes of raising the general local municipal levy.
2. Section 326 (1) (c) of the Municipal Act, 2001, as amended provides that the City may designate the area of the municipality in which the residents and property owners receive or will receive an additional benefit from the special service that is not received or will not be received in other areas of the municipality.
3. Section 326 (4) (a) of the Municipal Act, 2001, as amended, states the municipality shall levy a special local municipal levy under section 312 on the rateable property in the area designated in cause (1) (c) to raise the costs determined under clause (1) (e).
4. Tax Billing and Collection Policy, Section 5.01 provides for a minimum tax bill at the amount permitted under the Act.
5. Council Resolution 2016-295 approved a minimum installment amount of \$250.
6. Section 342(b) of the Municipal Act, 2001, as amended, provides that a by-law under 342(1) (a) may establish different installments and due dates for taxes on property.
7. Council has adopted a budget for the 2026 taxation year.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1.00: Definitions and Interpretation

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

"City", "City of Kawartha Lakes" or "Kawartha Lakes" means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

"Manager, Revenue and Taxation" means the person within the administration of the City which fulfills the function of the Tax Collector and his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council;

“Council” or “City Council” means the municipal council for the City;

“Collector” means the Manager, Revenue and Taxation and his or her delegate(s) or, in the event of organizational changes, another person designated by Council;

“MPAC” means the Municipal Property Assessment Corporation;

“RTC” means the Realty Tax Class in relation to the Property Class, as defined within the Assessment Act;

“RTQ” means the Realty Tax Qualifier in relation to the Property Class, as defined within the Assessment Act;

1.02 **Interpretation Rules:**

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.
- (c) All references to the municipalities, which existed prior to January 1, 2001, and which were amalgamated to form the City, are references to the geographic areas of those former municipalities.
- (d) This By-law is subject to By-law **2026-XXX** (Limit 2026 Tax Decreases on Commercial, Industrial, and Multi-Residential Properties) and must be read and applied in accordance with that By-law.

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: Adoption of Estimates

2.01 **Adoption:** The Council adopts the current estimates of all sums required during the year 2026 for the purposes of the City in the gross amount of \$293,500,354 and in the net amount of \$170,140,933.

Section 3.00: Payment Due Dates

3.01 **All Property Classes:** Taxes levied under this By-law for properties within the Residential & Farm, Farmlands, Managed Forest, Commercial, Industrial and Pipeline property classes, are payable in two installments.

The first installment is payable on June 30, 2026 and the second installment is payable on September 29, 2026.

Section 4.00: Alternative Installment Payment Due Dates

- 4.01 **12-Month Preauthorized Payment Program:** Where a property is registered for the 12-month preauthorized debit program taxes are payable in twelve installments and are due on the fifteenth day of each month.
- 4.02 **10-Month Preauthorized Payment Program:** Where a property is registered for the 10-month preauthorized debit program taxes are payable in ten installments. Payments are due on the first day of each month, for the 10-month period beginning in February and ending in November.

Section 5.00: Establishment of Tax Rates

- 5.01 **Assessment:** The whole of the assessment on real property in the City of Kawartha Lakes according to the last assessment roll for the City as amended by MPAC is in the amount of \$15,393,801,081 upon which the rate of taxation for Municipal and Education purposes for the year 2026 shall be fixed and levied pursuant to the provisions of the Municipal Act, 2001. The assessment used for calculation purposes is outlined in Schedule 'A'.
- 5.02 **Rates:** For the year 2026, there shall be levied and collected on the assessment in each property class in Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC, the rates of taxation for current value assessment for general purposes to raise a sum of \$136,538,998. The amount set out in Schedule "B" in column "a" as the General Levy.
- 5.03 **Infrastructure Renewal:** An Infrastructure Renewal Levy shall be levied and collected, separately on the tax bill for clarity, on the assessment in each property class in the City of Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule "B", column "b", to raise the sum of \$7,529,912.
- 5.04 **OPP Police Services:** A special levy for Ontario Provincial Police Services shall be levied and collected on the assessment in each property class in the geographic areas other than Lindsay and Ops in the City of Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule "B", column "c", to raise the sum of \$10,439,789.
- 5.05 **Kawartha Lakes Police Services:** A special levy for Kawartha Lakes Police Services shall be levied and collected on the assessment in each property class in the geographic areas of Lindsay and Ops in the City of Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule "B", column "d", to raise the sum of \$12,792,834.
- 5.06 **Transit:** A special services levy for transit shall be levied and collected on the assessment in each property class in the geographic area of Lindsay Urban Settlement Boundary (Secondary Plan) in the City of Kawartha Lakes, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule "B", column "f" to raise the sum of \$2,571,912.

- 5.07 **Business Improvement Area (BIA):** A special levy for the Business Improvement Area shall be levied and collected on the assessment in each property class for each property defined in Schedule “D”, according to the last assessment roll for the City as amended by MPAC. This special municipal levy shall be at the rates of taxation set out in Schedule “B”, column “g”, to raise the sum of \$267,488.
- 5.08 **Education:** In addition to the municipal taxes levied by this By-law, education rates as prescribed by Ontario Regulation 06/20 amending O.Reg. 400/98 shall be levied and collected on the assessment in each property class defined in Schedule “A”, according to the last assessment roll for the city as amended by MPAC.
- 5.09 **Reduction:** The amount raised by the levy provided for in this By-law shall be reduced by the amount previously raised by the interim levy in 2026 and collected.
- 5.10 **PIL Payments:** For payment-in-lieu of taxes due to the City, the actual amount due to the City is based on the last assessment roll for the City as amended by MPAC and the tax rates for the year 2026.
- 5.11 **Application:** Every property owner shall be taxed according to the applicable tax rates in this By-law.

Section 6.00: Public Hospitals, Provincial Mental Health Facilities, Universities, Colleges and Correctional Institutions

- 6.01 The sum of \$75 is fixed as the amount levied in 2026 on each:
- (a) full time student of a designated university or college of applied arts and technology;
 - (b) resident place of a designated correctional institution or training school or youth custody facility; and
 - (c) provincially rated bed in a designated public hospital or provincial mental health facility;
- as determined by the relevant Provincial Minister.
- 6.02 The taxes levied by section 6.01 are due and payable on or before August 31, 2026.

Section 7.00: Minimum Tax

- 7.01 **Minimum Tax:** Where the assessment times the tax rates equals an amount less than \$50.00, the minimum tax bill that will be issued will be \$50.00. For those properties where the taxes generated would be less than \$10.00, those taxes will not be levied and will be cancelled. The difference between the taxes levied at current value assessment times the tax rate and the taxes billed the minimum amount will form part of the general funds of the City.

Section 8.00: Minimum Installment

8.01 **Minimum Installment:** Where the total amount of the taxes is \$250.00 or less, the amount shall be payable on the first installment due date.

Section 9.00: Late Payments

9.01 **Late Payment Charge:** A percentage charge of one and one-quarter (1.25%) per cent shall be imposed as a penalty for non-payment of taxes under this By-law and shall be added to every tax installment, or part of a tax installment, on the first day of each calendar month after the default in which the default continues, up to and including December of the year concerned.

9.02 **Future Installments Due:** The immediate payment of any installments may be required if earlier installments are not paid on time. (Municipal Act, 2001, Section 342(1)(e).

Section 10.00: Notice of Taxes Due

10.01 **Notices:** The Manager of Revenue and Taxation or delegate, is authorized and directed to cause to be mailed or delivered, the notice of taxes due under this By-law to the address of the residence or place of business of the person to whom such notice is required to be given according to the last assessment roll for the City as amended by the Municipal Property Assessment Corporation. Where such person has enrolled in paperless billing, the notice will be delivered through electronic means.

Section 11.00: Where and How Taxes are Payable

11.01 **Payments:** All taxes payable pursuant to this By-law shall be payable to the City. All taxes, including local improvement assessments, water and wastewater rates and other rents, rates or charges payable or collected as taxes, can be paid provided they are paid on or before the due dates as specified in Section 3.00 of this By-law may be paid:

- i. On-line/telephone banking or in person at any Chartered Bank of Canada, Trust Company, Credit Union or Caisse Populaire Incorporated subject to The Credit Unions and Caisses Populaires Act, to the credit of the City.
- ii. Through Preauthorized Payment Plan as specified in Section 4.00 of this By-law
- iii. Through a third-party service provider through an agreement entered into by the City and subject to any fees charged by the service provider.
- iv. at any City Municipal Service Centre;
- v. by mail addressed to City of Kawartha Lakes, Box 9000, 26 Francis Street, Lindsay, ON, K9V 5R8

Payment options may be altered, at the discretion of the City when an emergency has been declared by the Head of Council or Premier of Ontario in all or part of the City of Kawartha Lakes under Section 4 or 7.0.1 of the Emergency

Management and Civil Protection Act. Should this occur, the City will advise residents of the changes through various media outlets.

Section 12.00: Part Payment of Taxes Due and Owing and Application of Payment

12.01 **Partial Payment:** The Manager, Revenue and Taxation is authorized and directed to accept part payment from time to time on account of any taxes due and to give a receipt for the payment, provided that acceptance of any payment shall not affect the collection of any percentage charge imposed and collectable under Section 7.00 of this By-law in respect of non-payment of any taxes or any class of taxes or of any installment of taxes.

12.02 **Application of Tax Payment:** A tax payment will be applied in accordance with subsection 347 (1) of the Municipal Act, 2001.

Section 13.00: Administration and Effective Date

13.01 **Administration of the By-law:** The Manager, Revenue and Taxation is responsible for the administration of this by-law.

13.02 **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 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

**Schedule "A" to By-law 2026-###
Assessment Returned to the Municipality**

Unit Class/Tax Class/Tax Qualifier			2026 Assessment
COM PIL: FULL	C	F	\$ 14,047,700
COM PIL: GENERAL	C	G	\$ 16,941,200
COM TX: FULL, SHARED PIL	C	H	\$ 3,540,800
COM TX: VACANT LAND, SHARED PIL	C	J	\$ 128,300
COM PIL: FULL, TX TEN OF PROV	C	P	\$ 41,200
COM TX: FULL	C	T	\$ 509,888,307
COM TX: EXCESS LAND	C	U	\$ 8,054,000
COM TX: VACANT LAND	C	X	\$ 22,372,100
COM PIL: FULL VACANT LAND	C	Y	\$ 1,087,900
COM PIL: GENERAL VACANT LAND	C	Z	\$ 1,742,800
OFFICE BLDG PIL: GENERAL	D	G	\$ 10,163,500
OFFICE BLDG TX: FULL	D	T	\$ 3,651,959
OFFICE BLDG TX: EXCESS LAND	D	U	\$ 7,700
EXEMPT	E		\$ 511,150,649
FARM TX: FULL	F	T	\$ 210,000
FARM TX: FULL	F	T	\$ 1,145,200
FARM TX: FULL	F	T	\$ 1,281,707,169
FARM TX: FULL	F	T	\$ 43,778,748
PARKING LOT TX: FULL	G	T	\$ 242,500
LANDFILL PAYMENT IN LIEU: FULL	H	F	\$ 856,900
IND TX : FULL, SHARED PIL	I	H	\$ 1,908,800
IND TX: VACANT LAND, SHARED PIL	I	J	\$ 48,000
IND TX: EXCESS LAND, SHARED PIL	I	K	\$ 179,900
IND TX: FULL	I	T	\$ 61,856,308
IND TX: EXCESS LAND	I	U	\$ 7,327,378
IND TX: VACANT LAND	I	X	\$ 6,869,100
IND PIL: GENERAL VACANT LAND	I	Z	\$ -
INDUSTRIAL: New Construction	J	T	\$ -
INDUSTRIAL : Excess Land	J	U	\$ -
LG IND TX: FULL	L	T	\$ 6,041,800
LG IND TX: EXCESS LAND	L	U	\$ 157,300
MULTI-RES TX: FULL	M	T	\$ 164,370
MULTI-RES TX: FULL	M	T	\$ 114,639
MULTI-RES TX: FULL	M	T	\$ 185,543,480
MULTI-RES TX: FULL	M	T	\$ 5,366,529
NEW MULTI-RES TX:FULL	N	T	\$ -
NEW MULTI-RES TX:FULL	N	T	\$ 9,286
NEW MULTI-RES TX:FULL	N	T	\$ 8,742,500
NEW MULTI-RES TX:FULL	N	T	\$ 536,114

**Schedule "A" to By-law 2026-###
Assessment Returned to the Municipality**

Unit Class/Tax Class/Tax Qualifier			2026 Assessment
PIPELINE	P	T	\$ 23,759,000
RESIDENTIAL TX: FARM1	R	1	\$ 2,941,000
RESIDENTIAL PIL: FULL	R	F	\$ -
RESIDENTIAL PIL: FULL	R	F	\$ 5,805
RESIDENTIAL PIL: FULL	R	F	\$ 3,026,894
RESIDENTIAL PIL: FULL	R	F	\$ 200,901
RESIDENTIAL PIL: GENERAL	R	G	\$ 8,581,200
RESIDENTIAL TX: FULL, SHARED PIL	R	H	\$ -
RESIDENTIAL TX: FULL, SHARED PIL	R	H	\$ 510
RESIDENTIAL TX: FULL, SHARED PIL	R	H	\$ 97,326
RESIDENTIAL TX: FULL, SHARED PIL	R	H	\$ 17,664
RESIDENTIAL PIL: FULL, TXTEN OF PROV	R	P	\$ -
RESIDENTIAL PIL: FULL, TXTEN OF PROV	R	P	\$ 207
RESIDENTIAL PIL: FULL, TXTEN OF PROV	R	P	\$ 1,236,391
RESIDENTIAL PIL: FULL, TXTEN OF PROV	R	P	\$ 7,202
RESIDENTIAL TX: FULL	R	T	\$ 14,836,600
RESIDENTIAL TX: FULL	R	T	\$ 16,703,858
RESIDENTIAL TX: FULL	R	T	\$ 315,568
RESIDENTIAL TX: FULL	R	T	\$ 11,843,039,018
RESIDENTIAL TX: FULL	R	T	\$ 632,302,341
SHOP CENTER TX: FULL	S	T	\$ 51,084,042
SHOP CENTER TX: EXCESS LAND	S	U	\$ -
MANAGED FOREST TX: FULL	T	T	\$ 358,800
MANAGED FOREST TX: FULL	T	T	\$ 67,100
MANAGED FOREST TX: FULL	T	T	\$ 55,803,769
MANAGED FOREST TX: FULL	T	T	\$ 537,949
AGGREGATE EXTRACTION TX: FULL	V	T	\$ 23,253,800
COMMERCIAL NEW CONSTRUCTION	X	T	\$ -
COMMERCIAL NEW CONSTRUCTION: EXCESS LAND	X	U	\$ -
COMMERCIAL NEW CONSTRUCTION: VACANT LAND	X	X	\$ -
TOTAL 2026 ASSESSMENT			\$ 15,393,801,081

**Schedule “B” to By-law 2026-###
2026 Tax Rates by Realty Tax Class/Qualifier**

2026 Class Description	Realty Tax Class	General	Infrastructure Renewal
	RTC	(a)	(b)
COMMERCIALPIL: FULL	CF	0.01314542	0.00072495
COMMERCIALPIL: GENERAL	CG	0.01314542	0.00072495
COMMERCIALTX: FULL, SHARED PIL	CH	0.01314542	0.00072495
COMMERCIALTX: VACANT LAND, SHARED PIL	CJ	0.01314542	0.00072495
COMMERCIALPIL: FULL, TAXABLE TENANT OF PROV	CP	0.01314542	0.00072495
COMMERCIALTX: FULL	CT	0.01314542	0.00072495
COMMERCIALTX: EXCESS LAND	CU	0.01314542	0.00072495
COMMERCIALTX: VACANT LAND	CX	0.01314542	0.00072495
COMMERCIALPIL: FULL VACANT LAND	CY	0.01314542	0.00072495
COMMERCIALPIL: GENERAL VACANT LAND	CZ	0.01314542	0.00072495
OFFICE BUILDING PIL: GENERAL	DG	0.01314542	0.00072495
OFFICE BUILDING TX: FULL	DT	0.01314542	0.00072495
OFFICE BUILDING TX: EXCESS LAND	DU	0.01314542	0.00072495
EXEMPT	E	0.00000000	0.00000000
FARM TX: FULL	FT	0.00238262	0.00013140
PARKING LOT TX: FULL	GT	0.01314542	0.00072495
LANDFILL PAYMENT IN LIEU: FULL	HF	0.01289893	0.00071136
INDUSTRIAL TX : FULL, SHARED PIL	IH	0.01283227	0.00070768
INDUSTRIAL TX: VACANT LAND, SHARED PIL	IJ	0.01283227	0.00070768
INDUSTRIAL TX: EXCESS LAND, SHARED PIL	IK	0.01283227	0.00070768
INDUSTRIAL TX: FULL	IT	0.01283227	0.00070768
INDUSTRIAL TX: EXCESS LAND	IU	0.01283227	0.00070768
INDUSTRIAL TX: VACANT LAND	IX	0.01283227	0.00070768
INDUSTRIAL PIL: GENERAL VACANT LAND	IZ	0.01283227	0.00070768
INDUSTRIAL (NEW CONS): FULL	JT	0.01283227	0.00070768
INDUSTRIAL (NEW CONS): EXCESS LAND	JU	0.01283227	0.00070768
LARGE INDUSTRIAL INDUSTRIAL TX: FULL	LT	0.01283227	0.00070768
LARGE INDUSTRIAL INDUSTRIAL TX: EXCESS LAND	LU	0.01283227	0.00070768
MULTI-RES TX: FULL	MT	0.01864943	0.00102849
NEW MULTI-RES TX: FULL	NT	0.00953046	0.00052559
PIPLINE TX: FULL	PT	0.01907345	0.00105187
RESIDENTIAL TX: FARM1	R1	0.00714785	0.00039419
RESIDENTIAL PIL: FULL	RF	0.00953046	0.00052559
RESIDENTIAL PIL: GENERAL	RG	0.00953046	0.00052559
RESIDENTIAL TX: FULL, SHARED PIL	RH	0.00953046	0.00052559
RESIDENTIAL PIL: FULL, TXTEN OF PROV	RP	0.00953046	0.00052559
RESIDENTIAL TX: FULL	RT	0.00953046	0.00052559
SHOPPING CENTER TX: FULL	ST	0.01314542	0.00072495
SHOPPING CENTER TX: EXCESS LAND	SU	0.01314542	0.00072495
MANAGED FOREST TX: FULL	TT	0.00238262	0.00013140
AGGREGATE EXTRACTION TX: FULL	VT	0.01044170	0.00057584
COMMERCIAL (New Construction) TX: FULL	XT	0.01314542	0.00072495
COMMERCIAL (New Construction) TX: EXCESS LAND	XU	0.01314542	0.00072495
COMMERCIAL (New Construction) TX: VACANT LAND	XX	0.01314542	0.00072495

Schedule "B" to By-law 2026-###
2026 Tax Rates by Realty Tax Class/Qualifier

2026 Class Description	Realty Tax Class	Police	
		OPP	Lindsay
	RTC	(c)	(d)
COMMERCIALPIL: FULL	CF	0.00138628	0.00447923
COMMERCIALPIL: GENERAL	CG	0.00138628	0.00447923
COMMERCIALTX: FULL, SHARED PIL	CH	0.00138628	0.00447923
COMMERCIALTX: VACANT LAND, SHARED PIL	CJ	0.00138628	0.00447923
COMMERCIALPIL: FULL, TAXABLE TENANT OF PROV	CP	0.00138628	0.00447923
COMMERCIALTX: FULL	CT	0.00138628	0.00447923
COMMERCIALTX: EXCESS LAND	CU	0.00138628	0.00447923
COMMERCIALTX: VACANT LAND	CX	0.00138628	0.00447923
COMMERCIALPIL: FULL VACANT LAND	CY	0.00138628	0.00447923
COMMERCIALPIL: GENERAL VACANT LAND	CZ	0.00138628	0.00447923
OFFICE BUILDING PIL: GENERAL	DG	0.00138628	0.00447923
OFFICE BUILDING TX: FULL	DT	0.00138628	0.00447923
OFFICE BUILDING TX: EXCESS LAND	DU	0.00138628	0.00447923
EXEMPT	E	0.00000000	0.00000000
FARM TX: FULL	FT	0.00025126	0.00081186
PARKING LOT TX: FULL	GT	0.00138628	0.00447923
LANDFILL PAYMENT IN LIEU: FULL	HF	0.00136029	0.00439524
INDUSTRIAL TX : FULL, SHARED PIL	IH	0.00135326	0.00437252
INDUSTRIAL TX: VACANT LAND, SHARED PIL	IJ	0.00135326	0.00437252
INDUSTRIAL TX: EXCESS LAND, SHARED PIL	IK	0.00135326	0.00437252
INDUSTRIAL TX: FULL	IT	0.00135326	0.00437252
INDUSTRIAL TX: EXCESS LAND	IU	0.00135326	0.00437252
INDUSTRIAL TX: VACANT LAND	IX	0.00135326	0.00437252
INDUSTRIAL PIL: GENERAL VACANT LAND	IZ	0.00135326	0.00437252
INDUSTRIAL (NEW CONS): FULL	JT	0.00135326	0.00437252
INDUSTRIAL (NEW CONS): EXCESS LAND	JU	0.00135326	0.00437252
LARGE INDUSTRIAL INDUSTRIAL TX: FULL	LT	0.00135326	0.00437252
LARGE INDUSTRIAL INDUSTRIAL TX: EXCESS LAND	LU	0.00135326	0.00437252
MULTI-RES TX: FULL	MT	0.00196672	0.00635469
NEW MULTI-RES TX: FULL	NT	0.00100506	0.00324745
PIPLINE TX: FULL	PT	0.00201144	0.00649917
RESIDENTIAL TX: FARM1	R1	0.00075379	0.00243559
RESIDENTIAL PIL: FULL	RF	0.00100506	0.00324745
RESIDENTIAL PIL: GENERAL	RG	0.00100506	0.00324745
RESIDENTIAL TX: FULL, SHARED PIL	RH	0.00100506	0.00324745
RESIDENTIAL PIL: FULL, TXTEN OF PROV	RP	0.00100506	0.00324745
RESIDENTIAL TX: FULL	RT	0.00100506	0.00324745
SHOPPING CENTER TX: FULL	ST	0.00138628	0.00447923
SHOPPING CENTER TX: EXCESS LAND	SU	0.00138628	0.00447923
MANAGED FOREST TX: FULL	TT	0.00025126	0.00081186
AGGREGATE EXTRACTION TX: FULL	VT	0.00110116	0.00355795
COMMERCIAL (New Construction) TX: FULL	XT	0.00138628	0.00447923
COMMERCIAL (New Construction) TX: EXCESS LAND	XU	0.00138628	0.00447923
COMMERCIAL (New Construction) TX: VACANT LAND	XX	0.00138628	0.00447923

Schedule "B" to By-law 2026-###
2026 Tax Rates by Realty Tax Class/Qualifier

2026 Class Description	Realty Tax Class	Transit	BIA
	RTC	(e)	(f)
COMMERCIALPIL: FULL	CF	0.00108016	0.00644411
COMMERCIALPIL: GENERAL	CG	0.00108016	0.00644411
COMMERCIALTX: FULL, SHARED PIL	CH	0.00108016	0.00644411
COMMERCIALTX: VACANT LAND, SHARED PIL	CJ	0.00108016	0.00644411
COMMERCIALPIL: FULL, TAXABLE TENANT OF PROV	CP	0.00108016	0.00644411
COMMERCIALTX: FULL	CT	0.00108016	0.00644411
COMMERCIALTX: EXCESS LAND	CU	0.00108016	0.00644411
COMMERCIALTX: VACANT LAND	CX	0.00108016	0.00644411
COMMERCIALPIL: FULL VACANT LAND	CY	0.00108016	0.00644411
COMMERCIALPIL: GENERAL VACANT LAND	CZ	0.00108016	0.00644411
OFFICE BUILDING PIL: GENERAL	DG	0.00108016	0.00644411
OFFICE BUILDING TX: FULL	DT	0.00108016	0.00644411
OFFICE BUILDING TX: EXCESS LAND	DU	0.00108016	0.00644411
EXEMPT	E	0.00000000	0.00000000
FARM TX: FULL	FT	0.00019578	0.00000000
PARKING LOT TX: FULL	GT	0.00108016	0.00644411
LANDFILL PAYMENT IN LIEU: FULL	HF	0.00105990	0.00632328
INDUSTRIAL TX : FULL, SHARED PIL	IH	0.00105443	0.00629060
INDUSTRIAL TX: VACANT LAND, SHARED PIL	IJ	0.00105443	0.00629060
INDUSTRIAL TX: EXCESS LAND, SHARED PIL	IK	0.00105443	0.00629060
INDUSTRIAL TX: FULL	IT	0.00105443	0.00629060
INDUSTRIAL TX: EXCESS LAND	IU	0.00105443	0.00629060
INDUSTRIAL TX: VACANT LAND	IX	0.00105443	0.00629060
INDUSTRIAL PIL: GENERAL VACANT LAND	IZ	0.00105443	0.00629060
INDUSTRIAL (NEW CONS): FULL	JT	0.00105443	0.00629060
INDUSTRIAL (NEW CONS): EXCESS LAND	JU	0.00105443	0.00629060
LARGE INDUSTRIAL INDUSTRIAL TX: FULL	LT	0.00105443	0.00629060
LARGE INDUSTRIAL INDUSTRIAL TX: EXCESS LAND	LU	0.00105443	0.00629060
MULTI-RES TX: FULL	MT	0.00153242	0.00000000
NEW MULTI-RES TX: FULL	NT	0.00078312	0.00000000
PIPELINE TX: FULL	PT	0.00156726	0.00935014
RESIDENTIAL TX: FARM1	R1	0.00058734	0.00000000
RESIDENTIAL PIL: FULL	RF	0.00078312	0.00000000
RESIDENTIAL PIL: GENERAL	RG	0.00078312	0.00000000
RESIDENTIAL TX: FULL, SHARED PIL	RH	0.00078312	0.00000000
RESIDENTIAL PIL: FULL, TXTEN OF PROV	RP	0.00078312	0.00000000
RESIDENTIAL TX: FULL	RT	0.00078312	0.00000000
SHOPPING CENTER TX: FULL	ST	0.00108016	0.00644411
SHOPPING CENTER TX: EXCESS LAND	SU	0.00108016	0.00644411
MANAGED FOREST TX: FULL	TT	0.00019578	0.00116800
AGGREGATE EXTRACTION TX: FULL	VT	0.00085799	0.00511870
COMMERCIAL (New Construction) TX: FULL	XT	0.00108016	0.00644411
COMMERCIAL (New Construction) TX: EXCESS LAND	XU	0.00108016	0.00644411
COMMERCIAL (New Construction) TX: VACANT LAND	XX	0.00108016	0.00644411

Schedule "D" to By-law 2026-###
Listing of Business Improvement Properties

Property Class	Roll Number	Assessment
CF	010 00200201.0000	184,000
Commercial PIL: Full Total		184,000
CT	010 00200200.0000	641,000
CT	010 00200300.0000	301,100
CT	010 00200400.0000	190,000
CT	010 00200500.0000	1,518,800
CT	010 00200600.0000	339,800
CT	010 00200650.0000	215,400
CT	010 00200700.0000	181,700
CT	010 00200800.0000	212,800
CT	010 00201000.0000	351,200
CT	010 00201100.0000	320,000
CT	010 00201200.0000	158,100
CT	010 00201300.0000	1,219,000
CT	010 00201400.0000	915,700
CT	010 00201500.0000	330,000
CT	010 00201700.0000	741,700
CT	010 00201800.0000	931,000
CT	010 00202200.0000	249,800
CT	010 00202300.0000	322,000
CT	010 00202400.0000	281,000
CT	010 00202500.0000	294,900
CT	010 00202600.0000	191,800
CT	010 00202700.0000	608,000
CT	010 00202800.0000	296,000
CT	010 00202900.0000	316,000
CT	010 00203000.0000	352,000
CT	010 00203100.0000	584,000
CT	010 00203200.0000	515,700
CT	010 00203300.0000	364,800
CT	010 00203400.0000	263,500
CT	010 00203500.0000	902,700
CT	010 00222500.0000	255,700
CT	010 00222600.0000	122,500
CT	010 00222700.0000	103,400
CT	010 00222900.0000	116,500
CT	010 00223100.0000	205,000
CT	010 00223200.0000	181,600
CT	010 00223300.0000	143,300
CT	010 00223500.0000	748,000
CT	020 00200200.0000	941,000

Schedule "D" to By-law 2026-###
Listing of Business Improvement Properties

Property Class	Roll Number	Assessment
CT	020 00200300.0000	344,000
CT	020 00200400.0000	294,000
CT	020 00200500.0000	500,000
CT	020 00200600.0000	222,300
CT	020 00200800.0000	587,000
CT	020 00200900.0000	865,000
CT	020 00201000.0000	237,000
CT	020 00201200.0000	187,000
CT	020 00201300.0000	2,190,000
CT	020 00201500.0000	333,049
CT	020 00201600.0000	915,000
CT	020 00201700.0000	658,000
CT	020 00201800.0000	3,489,000
CT	020 00217000.0000	340,000
CT	020 00217200.0000	274,000
CT	020 00300210.0000	189,000
CT	020 00300220.0000	200,100
CT	020 00300230.0000	209,900
CT	020 00300300.0000	617,800
CT	020 00300500.0000	778,100
CT	020 00300800.0000	2,389,000
CT	020 00301000.0000	410,000
CT	020 00301100.0000	329,000
CT	020 00301200.0000	391,000
CT	020 00301400.0000	296,000
CT	020 00301700.0000	1,027,000
CT	020 00326200.0000	368,000
CT	020 00326300.0000	535,000
CT	020 00326400.0000	584,000
CT	020 00326500.0000	472,700
CT	040 00325000.0000	852,400
CT	040 00325500.0000	500,500
CT	040 00325600.0000	257,461
Commercial Taxable: Full Total		38,768,810
CU	010 00201200.0000	75,200
CU	020 00300500.0000	123,900
Commercial Taxable: Excess Land Total		199,100
ST	020 00201800.0000	2,357,000
Shopping Centre Taxable: Full Total		2,357,000
	GRAND TOTAL	41,508,910

The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Provide 2026 Tax Relief to Certain City of Kawartha Lakes Property Owners Who are Low Income Elderly Persons, Low Income Persons Between the Ages of 55 and 64, Low Income Disabled Persons or Ontario Disability Support Program Recipients

Recitals

1. Section 319 of the Municipal Act, 2001, S.O. 2001, c.25, provides that for purposes of relieving financial hardship, a municipality may pass a by-law providing for deferrals or cancellation of, or other relief in respect of all or part of a tax increase for 1998 and subsequent years on property in the residential property class for persons assessed as owners who are, or whose spouses are, (a) low-income seniors as defined in the by-law; or (b) low-income persons with disabilities as defined in the by-law.
2. Section 365 of the Municipal Act, 2001, S.O. 2001, c.25, provides that the council of a local municipality may, in any year, pass a by-law to provide for the cancellation, reduction or refund of taxes levied for local municipal and school purposes in the year by the council in respect of an eligible property of any person who makes an application in that year to the municipality for that relief whose taxes are considered by the council to be unduly burdensome, as defined in the by-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-xxx.

Section 1.00: Definitions and Interpretation

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

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Council” or “City Council” means the municipal council for the City;

“Manager of Revenue and Taxation” means the person within the administration of the City which fulfills the function of the Tax Collector or his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council.

“Assessment Related Property Tax Increase” is the increase in property taxes attributed directly to an increase in the assessed value of the eligible property

“Low-income Senior” means:

- i) a person who attained the age of 65 years as of December 31st of the previous year and is in receipt of benefits paid under the Guaranteed Income Supplement (GIS) program, as established under The Old Age Security Act (Canada);
- ii) a person aged 55 to 64 years of age as of December 31st of the previous year whose taxable income, as reported on Line 26000 of the 2025 Income Tax Notice of Assessment, is less than \$30,000.

“Low-income person with disabilities” means a person who is in receipt of benefits paid under the Ontario Disability Support Program Act, 1997; or a disability amount paid under the Family Benefits Act (Ontario); or a Canada Pension Plan Disabilities Pension, and be eligible to claim a disability amount as defined under the Income Tax Act (Canada).

“Eligible person” means a “low-income senior” or a “low-income person with disabilities” or the spouse of such eligible person whose name also appears as a registered owner of the property.

“Eligible property” means residential property located in the City of Kawartha Lakes that is utilized as a principle residence and must be solely owned (with their spouse, if applicable) and occupied by the eligible person(s) as of January 1st of the year for which a tax credit is being applied.

“Owner” means a person assessed as the owner of residential real property, and includes an owner within the meaning of the Condominium Act.

“Tax increase” means the difference between current year tax on assessment and the previous year tax on assessment – excluding tax increases resulting from an assessment increase from new construction and/or improvements to a property.

“Eligible amount” means for

- (i) Low Income Senior as defined in section 1.01 (c) (i) and Low income person with disabilities, a combined amount totaling \$350 that first addresses the assessment related increase for the eligible property, and if the assessment related increase is less than \$350, the balance of the \$350 is related to taxes considered to be unduly burdensome.
- (ii) Low Income Senior as defined in section 1.01 (c) (i) and Low income person with disabilities, where the taxes have decreased from 2025, an amount equivalent to the difference between the \$350 and the amount of the total property tax reduction.
- (iii) Low Income Senior aged from 55 to 64 the amount of the property tax increase assessment related property tax increase to a maximum of \$350 per year, with a minimum rebate of \$25, if there is an increase in property taxes from the previous year.

The tax relief applies only to increases in tax based upon assessment values and does not apply to any additional charges that may be levied against the property, including but not restricted to local improvement charges, or any other miscellaneous types of charges added to the Tax Roll for collection purposes.

The tax relief amount shall be prorated from the date of ownership to December 31st, if the applicant subsequent to January 1st of the year for which the relief is sought purchases the property.

1.02 Interpretation Rules:

- (a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- (b) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

1.03 Statutes: References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

1.04 Severability: If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Tax Relief Provisions

2.01 Tax relief granted pursuant to this by-law shall be in the form of an outright cancellation of the annual eligible amount, provided that:

(a) the Owner, or the spouse of such Owner, or both, occupies or occupy the property in respect of which real property taxes are imposed, as his, her or their principle residence;

(b) the Owner, or the spouse of such Owner, or both, have been or has been the assessed owner of the residential real property in the City on or before January 1st of the year for which they are applying for the credit

2.02 No tax relief granted pursuant to this by-law shall be allowed to an Owner in respect of more than one (1) single family dwelling unit in any year and the residence must be solely classified in the Residential tax classification.

2.03 Tax relief shall be granted, pursuant to this by-law, to only one eligible person per household.

2.04 Applications for the property tax rebate must be in writing on a form prepared by the City for this purpose and must be submitted to the City of Kawartha Lakes on or before June 30 of this taxation year for which the property tax rebate is sought.

2.05 The application must be submitted to:

Manager of Revenue & Taxation
P.O. Box 696
26 Francis St.
Lindsay ON K9V 4W9

2.06 Applications must include documentation in supporting the applicant is an eligible person and that the property with respect to which the application is made is an eligible property.

2.07 Successful applications will result in a credit applied to the eligible property tax account to be deducted from the final tax installment for the year.

2.08 Credits will not be refunded but will be applied to future property taxes.

Section 3.00: Administration and Effective Date

3.01 **Administration of the By-law:** Manager of Revenue and Taxation is responsible for the administration of this by-law is responsible for the administration of this by-law.

3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2026-xxx

A By-Law to Provide 2026 Water Rate Relief to Certain City of Kawartha Lakes Property Owners who are Low Income Elderly Persons, Low Income Persons Between the Ages of 55 and 64, Low Income Disabled Persons or Ontario Disability Support Program Recipients

Recitals

1. Section 10 of the Municipal Act, 2001, S.O. 2001, c.25, provides a municipality may provide any service or thing that the municipality considers necessary or desirable for the public.
2. Section 391 of the Municipal Act, 2001, S.O. 2001, c.25, provides that the council of a local municipality may impose fees and charges that include administration charges

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-xxx.

Section 1.00: Definitions and Interpretation

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

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Council” or “City Council” means the municipal council for the City;

“Dependant” means a child if:

- i. he/she is under 18;
- ii. he/she resides in the same home with his/her parent(s);
- iii. the parent(s) is an ODSP applicant/recipient or his/her spouse; and

The applicant/recipient receives the Canada Child Tax Benefit on behalf of the child or if that does not apply, has been determined to be the child's primary caregiver.

In addition, if the child is of school age, the child must be attending school. If the child is over 16 years of age, the child must be making satisfactory progress in school. The child is exempt from the school requirement, if the child is unable to attend school due to a physical or mental disability, or for reasons outside his/her control.

“Eligible person” means a “low-income senior” or a “low-income person with disabilities” or the spouse of such eligible person whose name also appears as a registered owner of the property who meets the qualifications set out in this By-law.

“Eligible property” means

- i. a property classified as residential real property on the annual assessment roll for the City of Kawartha Lakes, or
- ii. a portion of real properties classified as residential real property that is utilized as a principle residence and must be solely owned (with their spouse, if applicable) and occupied by the eligible person(s).

“Household income” means the combined gross income of all eligible persons occupying the eligible property in respect of which the application for a water bill rebate is made.

“Low-income person with disabilities” means:

- i. Who has owned and occupied, as the principal residence, the eligible property for a period of not less than one year immediately preceding the date of application for the rebate;
- ii. Who is in receipt of one or more of the following: benefits paid under the Ontario Disability Support Program Act, 1997; or a disability amount paid under the Family Benefits Act (Ontario); or a Canada Pension Plan Disabilities Pension.

“Low-income Senior” means:

- i. Who has owned and occupied, as the principal residence, the eligible property for a period of not less than one year immediately preceding the date of application for the rebate;
- ii. a person who attained the age of 65 years as of December 31st of the previous year and is in receipt of benefits paid under the Guaranteed Income Supplement (GIS) program, as established under The Old Age Security Act (Canada);
- iii. a person between the ages of 55 to 64 years of age as of December 31st of the previous year whose combined taxable income, with their spouse (if applicable), as reported on Line 260 or Line 26000 of the 2025 Income Tax Notice of Assessment, is less than \$30,000.

“Manager of Revenue and Taxation” 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.

“Owner” means a person assessed as the owner of the eligible property, and includes the owner within the meaning of the Condominium Act.

“Treasurer” means the Director of Finance and Treasurer for the City of Kawartha Lakes or their designate.

1.02 Interpretation Rules:

- i. The Schedules attached to this by-law form part of the by-law, and are enforceable as such.
- ii. 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: Water bill rebate for eligible low income disabled persons and low income seniors

2.01 The City shall, where an eligible person has made a successful application in relation to an eligible property under this portion of this By-law relating to the water bill rebate, provide a rebate in accordance with the provisions set out in Sections 2 to 5 of this By-law, inclusive.

2.02 The water bill rebate shall be set at a rate representing a twenty-percent reduction from the water rate, as set out in the City of Kawartha Lakes By-law 2021-162, A By-law to Repeal and Replace By-law 2018-039, Being a By-law to Regulate Water and Wastewater Services in the City of Kawartha Lakes, or at such other rate as determined by City Council from time to time.

Section 3.00: Eligibility to receive a water bill rebate.

3.01 A person is eligible to receive a water bill rebate if:

- i. The person is an eligible low-income disabled person or low-income senior;
- ii. The person occupies the eligible property, which is the subject of the rebate application, as his or her personal principal residence;
- iii. The person has made an application for the water bill rebate program in accordance with the provisions of Section 4.00 of this By-law.
- iv. The application for a water bill rebate is in respect of only the water bill for the year in which the application is made;

3.02 The person agrees to notify the Treasurer of any change in circumstances which would alter his or her status as an eligible person, or the amount of the water bill rebate to which they are entitled;

3.03 The person is an owner who has occupied the eligible property, which is the subject of the rebate application, for a period of not less than one year immediately preceding the date of application for the rebate;

- 3.04 Where title to the eligible property, which is the subject of the rebate application, is held by an eligible person and his or her spouse or same sex spouse and no other owner, one of the joint owners must qualify as an eligible person, but where title to the eligible property is held jointly by an eligible person and a person or persons who are not his or her spouse or same sex spouse, all of the joint owners must qualify as an eligible person;
- 3.05 Payment to the City for all taxes payable for all previous years and water and wastewater bill charges payable for the current year related to the eligible property, which is the subject of the rebate application, have been made in full.
- 3.06 The water consumption for the eligible property, which is the subject of the rebate application, must be
- i. 175 cubic metres or less of water per calendar year for a qualifying low income Senior; or
 - ii. 175 cubic metres or less for a low-income disabled person with up to 2 permanent residents; or
 - iii. 300 cubic metres or less for a low-income disabled person with more than 2 permanent residents residing at the property and residents of the property who are not registered owners of the property are dependants of the property owner(s).
- 3.07 The eligible property, which is the subject of the rebate application, must be metered and the applicant must provide to the City an actual meter reading in or around December 31 or the last quarter of the year, and/or provide access to City staff to obtain an actual reading; or
- 3.08 If the eligible property is one that is on the flat-rate billing system, the applicant must have made a request to the City of Kawartha Lakes, Utility Billing Section for the installation of a water meter and made a reasonable effort to provide the City access to install the new meter, in which case, the water bill rebate shall be calculated to a maximum rebate that an eligible metered customer would be entitled to receive for a consumption of 175 cubic metres, for accounts paid on or before the due date for the year in which the rebate is being sought.

Section 4.00: Administration and Effective Date

- 4.01 Applications for the water bill rebate must be in writing on a form prepared by the City for this purpose and must be submitted to the City of Kawartha Lakes on or before September 30 of the year for which the water bill rebate is sought.
- 4.02 An application must include documentation in support thereof in a form satisfactory to the Manager of Revenue and Taxation, to establish that the applicant or, in the case of property held jointly in accordance with Section 3.04, the applicant's spouse, is an eligible person, that the eligible property with respect to which the application is made is eligible for such water bill rebate and to establish the amount of water bill rebate to which the eligible person is entitled.

Section 5.00: Credit to water bill account

The following provisions shall apply to the water bill rebate program:

- 5.01 The rebate for eligible low-income seniors and low-income disabled persons shall be in the form of a credit applied to the eligible person's water bill for the eligible property which is the subject of the rebate application;
- 5.02 If all eligibility requirements are met, the credit shall be applied to the eligible person's first water bill of the following year;
- 5.03 If an eligible person sells their eligible property during the year, and provided that a final read was forwarded to the City prior to the change in ownership, a rebate will be credited to the final bill for the portion of the year the eligible property was owned by the eligible person and shall be issued based on the consumption used up to the change of ownership date calculated on a pro-rated basis; and
- 5.04 In any year, or eligible portion thereof, the water bill rebate or credit rate shall be calculated by multiplying the water per cubic metre rate by 20%, and such rates being based on 'paid on or before the due date', applicable for the year or portion thereof in which the rebate is being applied for.

Section 6.00: Administration and Effective Date

- 6.01 **Administration of the By-law:** The Manager of Revenue and Taxation is responsible for the administration of this by-law.
- 6.02 **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 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Authorize the Imposition of Special Charges relating to the Septic Rehabilitation Loan Program for 678 Sandringham Rd, Woodville (Roll No. 1651 160 020 02801.0000) in the City of Kawartha Lakes

Recitals

1. At its meeting of April 8, 2014, Council enacted By-law 2014-115, being a by-law to authorize the undertaking of septic rehabilitation works on private residential property as local improvements in the City of Kawartha Lakes in accordance with section 36.5 of Ontario Regulation 586/06 - Local Improvement Charges - Priority Lien Status, made under the Municipal Act, 2001 ("O. Reg. 586/06").
2. The owner(s) of the benefitting property and the City of Kawartha Lakes (the "City") have entered into a Property Owner Agreement (the "POA") pursuant to section 36.2 of O. Reg. 586/06 for the City to undertake work as a local improvement (the "Work") on the benefitting property and to raise the cost of the Work (the "Cost") by imposing a special charge on the benefitting property.
3. The City Clerk has certified the POA pursuant to section 36.4 of O. Reg. 586/06.
4. The Work has been completed.
5. A local improvement roll was prepared in accordance with section 36.10 of O. Reg. 586/06, setting out the Cost of the Work, the proposed special charges to be imposed on the benefitting property, when the special charges are to be paid, and the lifetime of the Work,
6. The City has given notice of the proposed local improvement roll to the owner(s) of the benefitting property pursuant to subsection 36.11(1) of O. Reg. 586/06.
7. The Treasurer has certified the proposed local improvement roll in accordance with subsection 36.11(2) of the O. Reg. 586/06.
8. Section 36.14 of O. Reg. 586/06 provides that after the Treasurer has certified the local improvement roll, the City shall by by-law provide that the amount specially charged on the lot set out in the roll shall be sufficient to raise the lot's share of the cost by a number of equal annual payments and that a special charge shall be imposed in each year on the lot equal to the amount of the payment payable in that year.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-xxx.

Section 1.00: Definitions and Interpretation

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

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

"City Clerk" means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“Council” or “City Council” means the municipal council for the City;

“Treasurer” means the person appointed by Council to carry out the duties of the clerk described in section 286 of the *Municipal Act, 2001*;

"Manager, Revenue and Taxation" means the person within the administration of the City which fulfills the function of the Tax Collector and his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council;

“POA” means Property Owner Agreement.

1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Local Improvement Charge

2.01 The provisions of section 36.14 of O. Reg. 586/06 apply to the benefitting property as a result of the completion of the work pursuant to the POA.

2.02 The amounts specially charged on the lot as set out in the certified local improvement roll attached as Schedule "A" to this by-law (the "Special Charge") is sufficient to raise the lot's share of the Cost and shall be imposed on and collected by annually adding the annual amount payable

as set out in Schedule "A" to this by-law (the "Annual Payment") to the tax roll of the lot.

- 2.03 The Annual Payments as set out in certified local improvement roll attached as Schedule "A" do not extend beyond the lifetime of the work.
- 2.04 The amount of each payment made in respect of the Special Charge shall be entered in the local improvement roll by the Treasurer.
- 2.05 This by-law shall be deemed repealed on the date on which the Treasurer certifies that the Special Charge has been paid in full.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Manager, Revenue and Taxation is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

Schedule "A"

City of Kawartha Lakes – Septic Rehabilitation Loan Program

Local Improvement Charges Added to Taxes

Roll Number	Site Address	Lot	Property Owner(s)
1651 160 020 02801	678 Sandringham Rd Woodville	CON 6 S PT LOT 12	Ryan, Alexander Philip Williams, Owen Vaughan

Local Improvement Charge	
Cost of Work	\$31,793.54
Funding Amount	\$31,793.54
Interest Charge	\$24,638.77
Admin Charge (paid)	\$ 175.00
Special Charge (Total Amount Owing)	\$56,432.31
Interest Rate	6.22%
When Special Charge to be Paid	within 20 year(s) from first payment date
Lifetime of Work	20 years
Annual Payment	\$2,821.62
Detail Description	Septic Rehabilitation Loan Local Improvement Charges added to taxes

Certified as sufficient, in accordance with O.Reg. 586/06

Carolyn Daynes

Carolyn Daynes, Treasurer

Approved as to Form

Leth

Linda Liotti, Manager, Revenue & Taxation

The Corporation of the City of Kawartha Lakes

By-Law 2026-XXX

A By-Law to Authorize the Imposition of Special Charges relating to the Septic Rehabilitation Loan Program for 29 Odessa Rd, Bobcaygeon (Roll No. 1651 026 020 12101.0000) in the City of Kawartha Lakes

Recitals

1. At its meeting of April 8, 2014, Council enacted By-law 2014-115, being a by-law to authorize the undertaking of septic rehabilitation works on private residential property as local improvements in the City of Kawartha Lakes in accordance with section 36.5 of Ontario Regulation 586/06 - Local Improvement Charges - Priority Lien Status, made under the Municipal Act, 2001 ("O. Reg. 586/06").
2. The owner(s) of the benefitting property and the City of Kawartha Lakes (the "City") have entered into a Property Owner Agreement (the "POA") pursuant to section 36.2 of O. Reg. 586/06 for the City to undertake work as a local improvement (the "Work") on the benefitting property and to raise the cost of the Work (the "Cost") by imposing a special charge on the benefitting property.
3. The City Clerk has certified the POA pursuant to section 36.4 of O. Reg. 586/06.
4. The Work has been completed.
5. A local improvement roll was prepared in accordance with section 36.10 of O. Reg. 586/06, setting out the Cost of the Work, the proposed special charges to be imposed on the benefitting property, when the special charges are to be paid, and the lifetime of the Work,
6. The City has given notice of the proposed local improvement roll to the owner(s) of the benefitting property pursuant to subsection 36.11(1) of O. Reg. 586/06.
7. The Treasurer has certified the proposed local improvement roll in accordance with subsection 36.11(2) of the O. Reg. 586/06.
8. Section 36.14 of O. Reg. 586/06 provides that after the Treasurer has certified the local improvement roll, the City shall by by-law provide that the amount specially charged on the lot set out in the roll shall be sufficient to raise the lot's share of the cost by a number of equal annual payments and that a special charge shall be imposed in each year on the lot equal to the amount of the payment payable in that year.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-XXX.

Section 1.00: Definitions and Interpretation

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

“**City**”, “**City of Kawartha Lakes**” or “**Kawartha Lakes**” means The Corporation of the City of Kawartha Lakes and includes its entire geographic area;

“**City Clerk**” means the person appointed by Council to carry out the duties of the clerk described in section 228 of the Municipal Act, 2001;

“**Council**” or “**City Council**” means the municipal council for the City;

“**Treasurer**” means the person appointed by Council to carry out the duties of the clerk described in section 286 of the *Municipal Act, 2001*;

“**Manager, Revenue and Taxation**” means the person within the administration of the City which fulfills the function of the Tax Collector and his or her delegate(s), as required by the Municipal Act, 2001 or, in the event of organizational changes, another person designated by Council;

“**POA**” means Property Owner Agreement.

1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Local Improvement Charge

2.01 The provisions of section 36.14 of O. Reg. 586/06 apply to the benefitting property as a result of the completion of the work pursuant to the POA.

2.02 The amounts specially charged on the lot as set out in the certified local improvement roll attached as Schedule "A" to this by-law (the "Special Charge") is sufficient to raise the lot's share of the Cost and shall be imposed on and collected by annually adding the annual amount payable

as set out in Schedule "A" to this by-law (the "Annual Payment") to the tax roll of the lot.

- 2.03 The Annual Payments as set out in certified local improvement roll attached as Schedule "A" do not extend beyond the lifetime of the work.
- 2.04 The amount of each payment made in respect of the Special Charge shall be entered in the local improvement roll by the Treasurer.
- 2.05 This by-law shall be deemed repealed on the date on which the Treasurer certifies that the Special Charge has been paid in full.

Section 3.00: Administration and Effective Date

- 3.01 **Administration of the By-law:** The Manager, Revenue and Taxation is responsible for the administration of this by-law.
- 3.02 **Effective Date:** This By-law shall come into force on the date it is finally passed.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

Schedule "A"

City of Kawartha Lakes – Septic Rehabilitation Loan Program

Local Improvement Charges Added to Taxes

Roll Number	Site Address	Lot	Property Owner(s)
1651 026 020 12101	29 Odessa Rd Bobcaygeon	CON 9 PT LOT 10	Allen, David Marcellin-Allen, Genova

Local Improvement Charge	
Cost of Work	\$35,030.00
Funding Amount	\$35,000.00
Interest Charge	\$29,187.02
Admin Charge (paid)	\$ 175.00
Special Charge (Total Amount Owing)	\$64,187.02
Interest Rate	6.63%
When Special Charge to be Paid	within 20 year(s) from first payment date
Lifetime of Work	20 years
Annual Payment	\$3,209.35
Detail Description	Septic Rehabilitation Loan Local Improvement Charges added to taxes

Certified as sufficient, in accordance with O.Reg. 586/06

Carolyn Daynes

Carolyn Daynes, Treasurer

Approved as to Form

Leth

Linda Liotti, Manager, Revenue & Taxation

The Corporation of the City of Kawartha Lakes

By-law 2026-

A By-Law to Set the Remuneration Level to be Paid to the Municipal Council in the City of Kawartha Lakes

Recitals

1. The Municipal Act, 2001 requires the passage of by-laws when dealing with Council remuneration.
2. Council, at the Regular Council Meeting of April 21, 2026, approved Council salaries for the 2027-2030 term through resolution CR2026- .
3. This by-law is therefore required to implement Council's decisions under the legislation.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-

Section 1.00: Definitions and Interpretation

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

“City”, “City of Kawartha Lakes” or “Kawartha Lakes” means The Corporation of the City of Kawartha Lakes.

“Council” or “City Council” means the municipal council for the City.

“Member of Council” means an individual, other than the Mayor, elected as part of the Council.

“Mayor” means the individual elected to hold the position of head of Council (as contemplated by the Municipal Act).

“Treasurer” means the person within the administration of the City which fulfils the function of the City Treasurer as required by the Municipal Act.

1.02 **Interpretation Rules:**

(a) The Schedules attached to this by-law form part of the by-law, and are enforceable as such.

(b) The words “include” and “including” are not to be read as limiting the meaning of a word or term to the phrases or descriptions that follow.

1.03 **Statutes:** References to laws in this by-law are meant to refer to the statutes, as amended from time to time, that are applicable within the Province of Ontario.

- 1.04 **Severability:** If a court or tribunal of competent jurisdiction declares any portion of this by-law to be illegal or unenforceable, that portion of this by-law shall be considered to be severed from the balance of the by-law, which shall continue to operate in full force and effect.

Section 2.00: Remuneration of the Mayor

- 2.01 **Salary:** The Mayor shall be paid a salary commencing the effective date of this by-law. Annually, the salary is to increase by 3%, in accordance with the table that follows below:

Remuneration	2027	2028	2029	2030
Mayor Salary	\$127,900.00	\$131,737.00	\$135,689.00	\$139,760.00

- 2.02 **Other Stipends Received:** The salary set out in Section 2.01 of this By-law is total compensation for all duties required to be fulfilled by the Mayor. No per diems or other stipend shall be paid for serving as a representative on a committee, board or agency on behalf of the City of Kawartha Lakes.
- 2.03 **Benefits & Pension:** The Mayor may purchase, at his/her sole option, health and other benefits to which he/she may be eligible and to which staff may be entitled (ie. Fitness) through the City. Participation in the Ontario Municipal Employees Retirement program may be a requirement subject to current legislation.
- 2.04 **Mileage:** The Mayor shall receive compensation for mileage for business travel at the rate set in the City's Council Expense Policy.
- 2.06 **Expenses:** The Mayor shall be reimbursed for actual, out-of-pocket expenses as defined through the City's Council Expense Policy. The Mayor shall also be provided with an upset limit of \$10,000.00 per annum for Conference, Training and Meeting expenses including partner's programs subject to budget approval.

Section 3.00: Remuneration of the Deputy Mayor

- 3.01 **Salary:** Deputy Mayor shall be appointed for a one year term and will be paid a salary commencing the start of each term. Annually, the salary is to increase by 3% in accordance with the table that follows below:

Remuneration	2027	2028	2029	2030
Deputy Mayor Salary	\$66,973.00	\$68,622.00	\$70,321.00	\$72,071.00

- 3.02 **Other Stipends Received:** The salary set out in Section 3.01 of this By-law is total compensation for all duties required to be fulfilled by the Deputy Mayor. No per diems or other stipend shall be paid for serving as a representative on a committee, board or agency on behalf of the City of Kawartha Lakes.
- 3.03 **Benefits & Pension:** The Deputy Mayor may each purchase, at his or her sole option, health and other benefits to which he or she may be eligible for and to which staff may be entitled through the City. Participation in the

Ontario Municipal Employees Retirement program may be a requirement subject to current legislation.

- 3.05 **Mileage:** The Deputy Mayor shall receive compensation for mileage for business travel at the rate set in the City’s Council Expense Policy
- 3.06 **Expenses:** The Deputy Mayor shall be reimbursed for actual, out-of-pocket expenses as defined through the City’s Council Expense Policy. The Deputy Mayor shall also be provided with an upset limit of \$5,000.00 per annum for Conference, Training and Meeting expenses including partner’s programs, subject to budget approval.

Section 4.00: Remuneration of the other Members of Council

- 4.01 **Salary:** The remaining Members of Council shall be paid a salary commencing the effective date of this by-law. Annually, the salary is to increase by 3% in accordance with the table that follows below:

Remuneration	2027	2028	2029	2030
Councillor Salary	\$54,973.00	\$56,622.00	\$58,321.00	\$60,071.00

- 4.02 **Other Stipends Received:** The salary set out in Section 3.01 of this By-law is total compensation for all duties required to be fulfilled by the other Members of Council. No per diems or other stipend shall be paid for serving as a representative on a committee, board or agency on behalf of the City of Kawartha Lakes.
- 4.03 **Benefits & Pension:** The other Members of Council may each purchase, at his or her sole option, health and other benefits to which he or she may be eligible for and to which staff may be entitled through the City. Participation in the Ontario Municipal Employees Retirement program may be a requirement subject to current legislation.
- 4.05 **Mileage:** Other Members of Council shall receive compensation for mileage for business travel at the rate set in the City’s Council Expense Policy.
- 4.06 **Expenses:** Each other Member of Council shall be reimbursed for actual, out-of-pocket expenses as defined through the City’s Council Expense Policy. Each Member of Council shall also be provided with an upset limit of \$5,000.00 per annum for Conference, Training and Meeting expenses including partner’s programs, subject to budget approval.

Section 5.00: Effective Date

5.01 **Effective Date:** This By-law shall come into force with the inauguration of the new term of Council on November 16, 2026.

By-law read a first, second and third time, and finally passed, this 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk

The Corporation of the City of Kawartha Lakes

By-law 2026-

A By-Law to Confirm the Proceedings of a Regular Meeting of Council, Tuesday, April 21, 2026

Recitals

1. The Municipal Act, 2001, S.O. 2001 c. 25 as amended, provides that the powers of a municipal corporation are exercised by its Council.
2. The Municipal Act, also provides that the Council's powers must be exercised by by-law.
3. For these reasons, the proceedings of the Council of The Corporation of the City of Kawartha Lakes at this meeting should be confirmed and adopted by by-law.

Accordingly, the Council of The Corporation of the City of Kawartha Lakes enacts this By-law 2026-__.

Section 1.00: Confirmation

1.01 The actions of the Council at the following meeting:

Tuesday, April 21, 2026, Regular Council Meeting

and each motion, resolution and other action passed or taken by the Council at that meeting is, except where prior approval of the Ontario Municipal Board is required, adopted, ratified and confirmed as if all such proceedings had been expressly embodied in this By-law.

1.02 The Mayor and the proper officials of the City are authorized and directed to do all things necessary to give effect to the actions of the Council referred to in Section 1.01 of this By-law. In addition, the Clerk is authorized and directed to affix the corporate seal to any documents which require it.

Section 2.00: General

2.01 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 21st day of April, 2026.

Doug Elmslie, Mayor

Cathie Ritchie, City Clerk