



Agenda
The Township of Cavan Monaghan
Regular Council Meeting

Monday, February 16, 2015

10:00 a.m.

Council Chambers

Members in attendance are asked to please turn off all electronic devices during the Council Meeting. Any special needs requirements pertaining to accessibility may be directed to the Clerk's Office prior to the meeting.

Pages

1. Open Session
2. Call to Order
3. Disclosure of Pecuniary Interest and the General Nature Thereof
4. Additions/Deletions to the Agenda
5. Closed Session
 - 5.1 Resolution to move into Closed Session
 - 5.2 Minutes of the Closed Session held February 2, 2015
 - 5.3 Inter-Municipal Committee - Gary Scandlan, Watson & Associates Economists Ltd.

a proposed or pending acquisition or disposition of land by the municipality or local board
 - 5.4 Report - Public Works-2015-06 Aggregate Pit

a proposed or pending acquisition or disposition of land by the municipality or local board
 - 5.5 Report - Public Works-2015-07 Sharpe Line Road Allowance - Lot 7, between Concession 10 - 11, Part 1, 2 and 3, Cavan Ward Surplus Appraisal

a proposed or pending acquisition or disposition of land by the

municipality or local board

6.	Report from Closed Session	
7.	Public Meeting	
7.1	Resolution to open the Public Meeting	
7.2	Report - Planning-2015-07 Century Wedding Barn (Stewart) OPA and ZBA Applications (OPA-01-15 & ZBA-01-15) (KE)	5 - 22
7.3	Questions from Council	
7.4	Members wishing to speak in opposition	
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7.6	Consideration of the Report	
7.7	Resolution to close the Public Meeting	
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10.	Reports	
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10.2	Report - Planning-2015-08 MacGregor - Removal of Holding Symbol from R3-3-h Zone (KE)	75 - 78
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(EA)

10.6	Report - CAO 2015 Outstanding Action Items (YH)	163 - 163
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12.	Correspondence for Information	
13.	By-laws	
13.1	By-law No. 2015-12 Adoption By-law for Official Plan Amendment No. 1	164 - 164
13.2	By-law No. 2015-13 being a by-law to amend By-law No. 2004-62, as amended, otherwise known as The Township of Cavan-Millbrook-North Monaghan Zoning By-law	165 - 167
13.3	By-law No. 2015-14 being a by-law to remove the (h) symbol from By-law No. 2004-62, as amended related to the lands described as 28 Tupper Street in Concession 5, Part Lot 1, East Tupper, South Bank of the Millbrook Ward of the Township of Cavan Monaghan	168 - 168
13.4	By-law No. 2015-15 being a by-law to set the remuneration and expenses of the members of Council or of a Local Board	169 - 170
13.5	By-law No. 2015-16 being a by-law to authorize the Mayor and Clerk to sign an Amending Agreement for the curbside collection in the Cavan Ward with Withers Waste Management	171 - 179
14.	Unfinished Business	
15.	Notice of Motion	
16.	Confirming By-law	
16.1	By-law No. 2015-17 being a by-law to confirm the proceedings of the meeting of the Township of Cavan Monaghan held on the 16th day of February, 2015	180 - 180
17.	Adjournment	
18.	Upcoming Events/Meetings	
18.1	Thursday, February 19th - Downtown Millbrook Revitalization Advisory Committee - Municipal Office 9:00 a.m.	

- 18.2 Thursday, February 19th - Millbrook BIA - Municipal Office 9:30 a.m.
- 18.3 Monday, February 23rd - Millbrook Valley Trails Advisory Committee - Municipal Office 5:00 p.m.



Regular Council Meeting

To:	Mayor and Council
Date:	February 16, 2015
From:	Karen Ellis, Director of Planning
Report Number:	Planning 2015-07
Subject:	Century Wedding Barn (Stewart) OPA and ZBA Applications (OPA-01-15 & ZBA-01-15)

Recommendations:

1. That Council review and consider all verbal and written comments received at the public meeting;
2. That Council approve By-law No. 2015-12 to adopt Official Plan Amendment No. 1 to the Township of Cavan Monaghan Official Plan;
3. That Council authorize the submission of the adopted Official Plan Amendment to Peterborough County for review and approval; and
4. That By-law No. 2015-13 be approved.

Overview:

On behalf of Susan Stewart, Darryl Tighe of Landmark Associates Limited applied to the Township of Cavan Monaghan for approval of official plan and zoning by-law amendment applications for lands at 400 Stewart Line in part of Lot 6, Concession 12 of the Cavan Ward. A key map showing the location of the property is provided as Attachment No.1 to this Report.

The subject property is approximately 40 hectares (100 acres) in size with approximately 298 metres (978 feet) of frontage on Stewart Line. The official plan and zoning by-law amendment applications pertain to the southerly 5.3 hectares (13.1 acres) of the property.

The property is currently developed with a farmhouse with an attached drive shed/garage, a hip-roof barn and two additional one-storey barns/sheds. Agricultural activities on the property include hay and white raspberry production. A maple woodlot is also located on the property.

The existing hip-roof barn is used as the primary event facility. The barn provides space for weddings, parties, classes, indoor concerts, dances, retreats and lessons. The exterior grounds have been enhanced to provide suitable amenity areas for use by guests. The anticipated facility capacity is approximately 180 people.

A site plan showing the location of the existing buildings and structures is provided as Attachment No. 2 to this Report. In addition to showing the locations of the buildings and parking areas, the site plan illustrates a planned septic area. However, at this time, the owners are proposing to use portable toilets on an event-by-event basis. Preliminary information indicates the property is capable of supporting a septic system that meets Health Unit requirements.

The existing well servicing at the barn requires treatment in the form of a water softener and UV light. The well will not be required or used given the option of portable toilets. Food handling has and will continue to be provided by off-site caterers. Produce from the on-site vegetable and herb garden are available to caterers servicing Barn functions.

Parking will be available on site. Access to the parking area(s) is available from an existing entrance to the property.

Township of Cavan Monaghan Official Plan

The subject property is currently designated Agricultural in the Township of Cavan Monaghan Official Plan. The Agricultural designation applies to lands that have a high capability for agriculture. The primary use of land in this designation is agricultural uses. Small scale farm related commercial tourism establishments are also permitted.

The objectives of the Agricultural Areas designation include:

- Recognize agriculture as the primary activity and land use;
- Protect land suitable for agriculture production from fragmentation, development and land use unrelated to agriculture;
- Promote the agricultural industry and associated activities and enhance their capacity to contribute to the economy of the Township; and
- Preserve and promote the agricultural character of the Township and the maintenance of the natural countryside as an open space area.

While the establishment of the proposed special event facility on a portion of the subject property can satisfy many of the objectives of the Agricultural Areas designation, the proposed facility does not really satisfy the meaning of a small scale commercial use or agri-tourism use. As such, both the Township and County Planning Departments required the submission of an official plan amendment application to permit the operation of a special event facility on site.

The purpose of Official Plan Amendment No. 1 is to add a special policy to the Agricultural Areas designation policies to permit the use of a portion of the property for on-farm diversified uses. A zoning by-law amendment and site plan approval are required to implement the Official Plan Amendment.

As drafted, Official Plan Amendment No. 1 to the Township of Cavan Monaghan Official Plan will add subsection 5.10.4 a) that reads as follows:

“5.10.4 a) 400 Stewart Line
Part of Lot 6 Concession 12, Cavan Ward (Century Wedding Barn)

In addition to the uses permitted in Section 5.1.2, small-scale on-farm diversified uses may be permitted. On farm diversified uses may include special events facilities. The on-farm diversified use must be secondary to the principal agricultural use of the property.

On farm diversified uses must be owned and directly involve the owner/operator of the farm operation and may include resident on-farm family members and/or have a limited number of full-time or seasonal employees in keeping with the scale of the use.

The buildings and structures housing the use must be located within the farm building cluster.

On farm diversified uses must:

- a) enhance the agriculture and rural character of the Township and, where possible, promote the preservation of historic buildings and structures and/or the establishment of built form that is compatible with the rural surroundings;
- b) be serviced with an appropriate water supply and means of sewage disposal;
- c) not have any adverse impacts on the enjoyment and privacy of neighbouring properties;
- d) not have an adverse effect on neighbouring wells; and
- e) have adequate on-site parking facilities, in addition to the parking required for the principal use on the property. Such parking must be provided in locations compatible with surrounding land uses. “

A complete copy of Official Plan Amendment No. 1 is provided as Attachment No. 3 to this Report. The Planning Justification Report provided by the Applicant is available for review in the Planning Department.

The establishment of the special event facility at 400 Stewart Drive will conform to the Township’s Official Plan by satisfying some of the goals and objectives of the Plan. The proposed use will help maintain an agricultural use on the property (Section 1.3). The rural character and cultural heritage of the area will be preserved through the adaptive reuse of the existing barn and facilities on the property (Section 1.3).

The proposed use will not adversely affect the long-term use of the property for agriculture and will help improve the livelihood of an established farm family (Section 2.2.2). The use will encourage the development of a home-based business that is compatible with adjacent land uses (Section 2.4).

The proposed use will make use of a barn that has existed for more than 100 years. No new development is proposed. Many of the land uses proposed by the Amendment will take place inside the existing barn to reduce the potential for noise related complaints.

Peterborough County Official Plan

The subject lands are part of the Rural and Cultural Landscape in the County Official Plan. The goal of the Rural and Cultural Landscape policies is to preserve and enhance the rural character of the County as a cultural resource and ensure the viability of the agricultural industry. The County Plan encourages compatible economic diversification including greater flexibility for on-farm activities, home-based businesses and agri-tourism.

Recognizing the need for growth in a limited basis, the County permits non-agricultural related uses in the rural community. Development must be appropriate for the services available.

Provincial Policy Statement (PPS)

The PPS recognizes that rural areas are important to the economic success of the Province and our quality of life. In this regard, healthy, integrated and viable rural areas should be supported by:

- building upon rural character and leveraging rural amenities and assets;
- promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and the sustainable management or use of resources;
- providing opportunities for sustainable and diversified tourism, including leveraging historical, cultural and natural assets; and
- providing opportunities for economic activities in prime agricultural areas in accordance with policy 2.3.

Section 2.3 of the PPS confirms that prime agricultural areas must be protected for long-term use for agriculture. In prime agricultural areas, permitted uses and activities are agricultural uses, agriculture-related uses and on-farm diversified uses. On farm diversified uses must be compatible with, and shall not hinder, surrounding agricultural operations.

In addition, the PPS recognizes that it is important to leverage rural assets and amenities and protect the environment as a foundation for a sustainable economy.

Township of Cavan-Millbrook-North Monaghan Zoning By-law

A zoning by-law amendment is required to facilitate the establishment of the special event facility. The zoning by-law amendment will change the zoning on a portion of the property to permit the establishment of a special event facility. The exception zone provides a definition for the special event facility and provides special regulations for the establishment of the use. The zoning by-law amendment also recognizes the portion of the property where agricultural uses remain the primary use.

As drafted, By-law No. 2015-13 will add subsections 11.6.9 and 11.6.10 that shall read as follows:

“11.6.9 Agricultural Exception Nine (A-9) Zone

In addition to the uses permitted in Sections 11.1 and 11.2, a special event facility is permitted in the Agricultural Exception Nine (A-9) Zone. For the purposes of the Agricultural Exception Nine (A-9) Zone, a special event facility is defined as buildings and/or structures and the surrounding grounds used for weddings, exhibitions, indoor concerts, cultural festivals, retreats and educational classes.”

The minimum lot area and lot frontage requirements shall be 5.3 hectares (13.1 acres) and 298.1 metres (978 feet) respectively. The minimum front yard depth requirement for the existing single detached dwelling shall be 22 metres (72 feet).

Notwithstanding the regulations of Section 3.16, the minimum number of required loading spaces for the special event facility shall be one (1). No waiting space is required.

Notwithstanding the regulations in Sections 3.20.4 and 3.20.6, the parking area for the special events facility may be located in a hay field or fields adjacent to the facility. The surface of the parking areas may grass. The application of a stable surface is not mandatory. The field(s) shall, however, be marked and maintained to ensure organized parking, to ensure adequate drainage and to prevent the raising of dust or loose particles.

11.6.10 Agricultural Exception Ten (A-10) Zone

All of the regulations of the Agricultural (A) Zone apply to the Agricultural Exception Ten (A-10) Zone except that the minimum lot area and lot frontage requirements are 25 hectares (62 acres) and 0 metres (0 feet) respectively.”

A complete copy of By-law No. 2015-13 is provided as Attachment No. 4 to this Report.

Response to Notice

Notice of the Official Plan and Zoning By-law Amendment applications was circulated, by first class prepaid mail, to all assessed persons within 120 metres (400 feet) of the lands affected by the Official Plan Amendment and Zoning By-law Amendment applications, to all required ministries and agencies and to all Township Department Directors. A sign was posted on the property. The Notice of Public Meeting was posted on the Township website. The notice complies with the requirements of the Planning Act.

At the time of writing of this Report, the Chief Building Official and the Clerk had submitted written comments regarding these applications. The Clerk has no objection to the Applications. The Chief Building Official has no objection to the Applications

provided that all Ontario Building Code requirements and other applicable law regulations are satisfied. These requirements, together with any Fire Department issues, will be reviewed and addressed during the site plan approval process.

Summary

The proposed Official Plan and Zoning By-law Amendment applications conform to the Provincial, County and Township planning frameworks. The establishment of the special event facility strives to leverage the agricultural and cultural assets of the property and surrounding rural community to diversify the economy, to promote the agricultural industry and to improve economic prospects of a century farm operation.

Financial Impact:

None at this time.

Attachments:

- Attachment No. 1: Key Map
- Attachment No. 2: Conceptual Site Plan
- Attachment No. 3: Official Plan Amendment No.1 and By-law No. 2015-12
- Attachment No. 4: By-law No. 2015-13 (Zoning By-law Amendment)

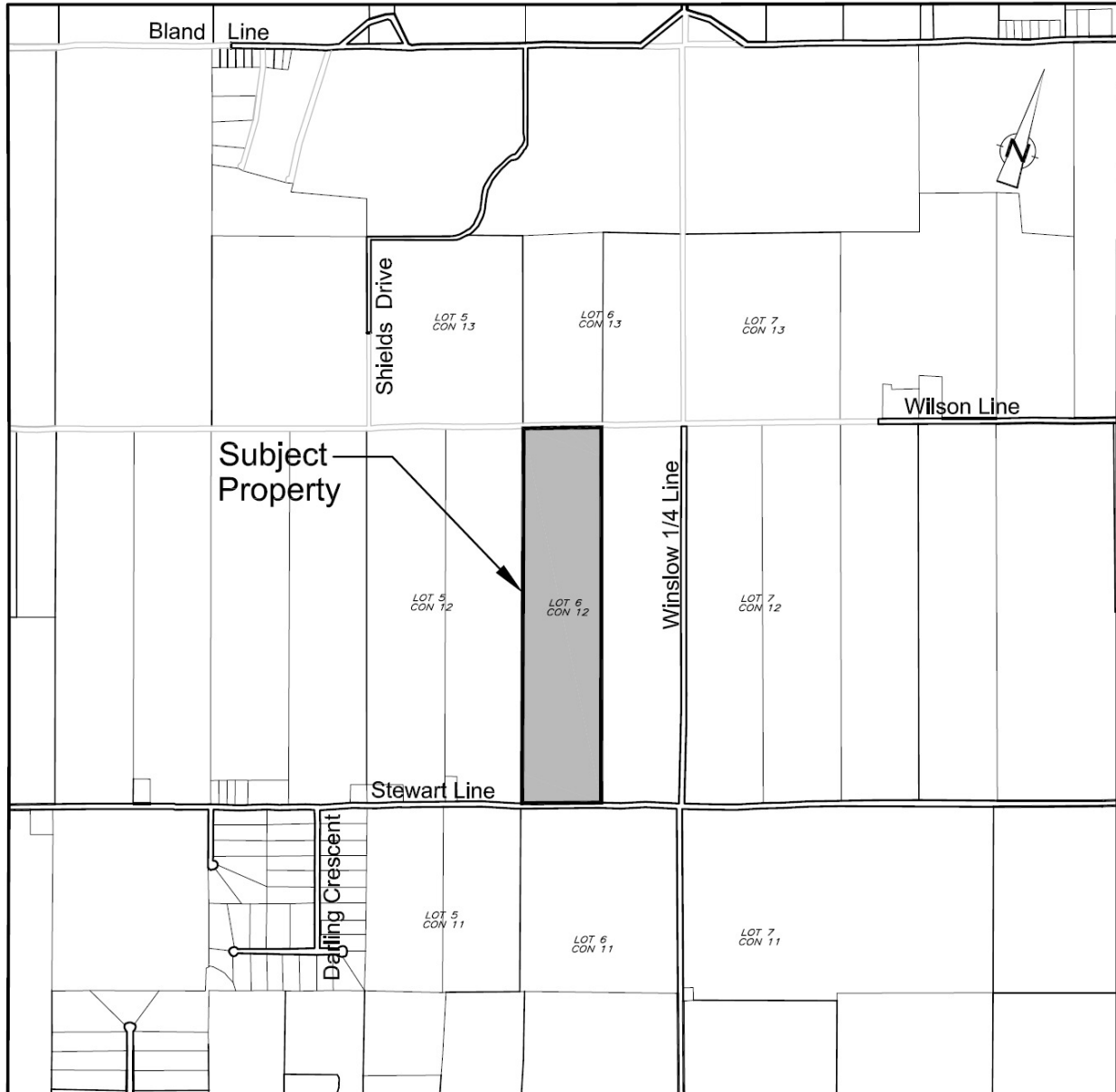
Respectfully Submitted by,

Reviewed by,

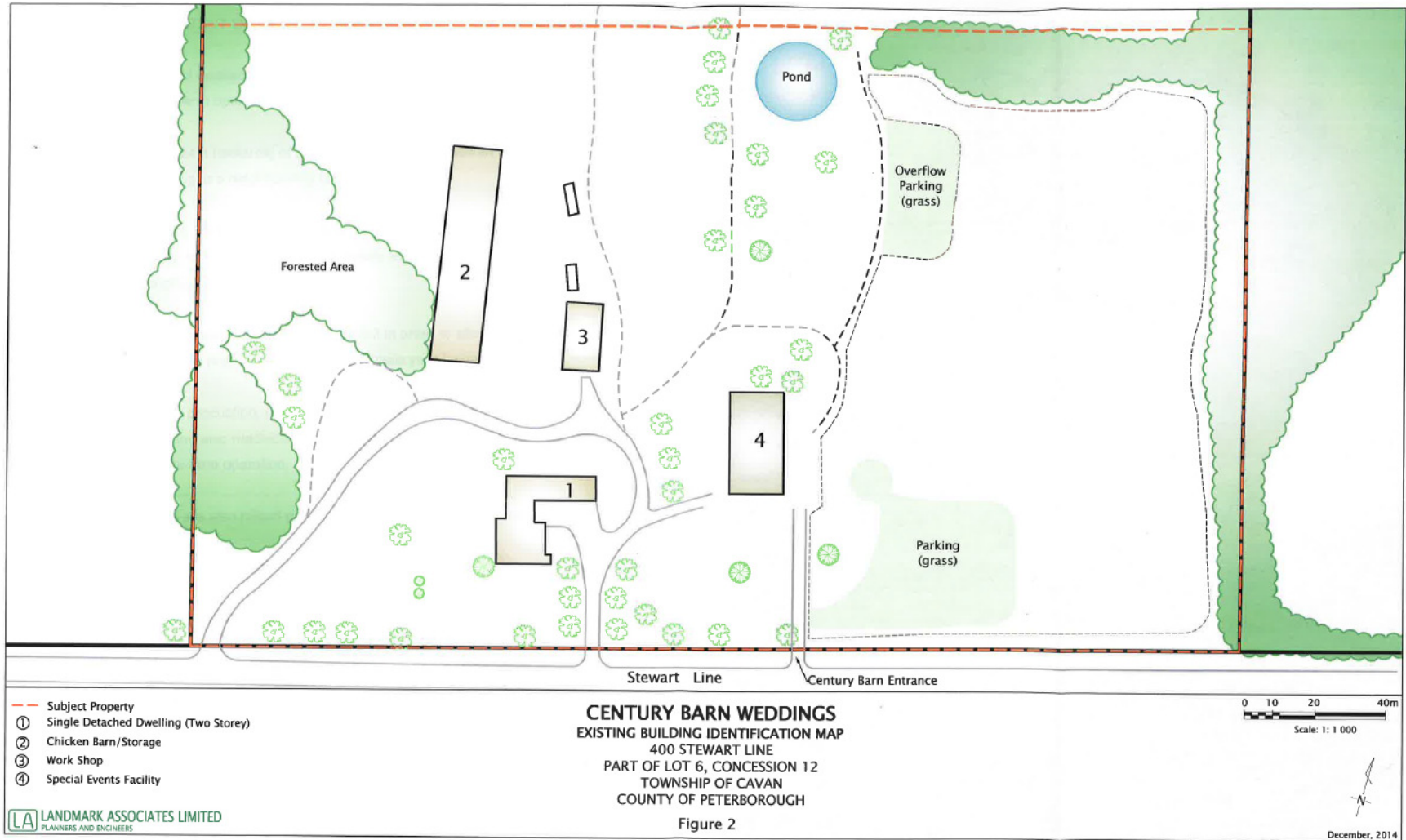
Karen Ellis, B.A.A.
Director of Planning

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: Key Map



Attachment No.2: Conceptual Site Plan



Attachment No. 3: Official Plan Amendment No. 1 and By-law No. 2015-12

Adoption By-law for Official Plan Amendment No. 1

By-law No. 2015-12

The Council of the Township of Cavan Monaghan, in accordance with the provisions of Section 17 of the Planning Act, R.S.O., 1990, as amended, hereby enacts as follows:

1. Amendment No. 1 to the Township of Cavan Monaghan Official Plan consisting of the attached explanatory text is hereby adopted.
2. That the Clerk is hereby authorized and directed to make application to the Peterborough County Planning Department for approval of the aforementioned Amendment No. 1 to the Township of Cavan Monaghan Official Plan.
3. This By-law shall come into force and take effect on the day of the final passing thereof, subject to the approval of the Peterborough County Council.

Enacted and passed this day of, 2015.

Signed _____
Scott McFadden, Mayor

Signed _____
Elana Arthurs, Clerk

The Statement of Components

Part A – The Preamble does not constitute part of this Amendment.

Part B – The Amendment constitutes Amendment No. 1 to the Township of Cavan Monaghan Official Plan.

Part C – The Appendices do not form part of this Amendment. These appendices contain the record of the public involvement associated with the Amendment, including agency comments.

Part A – The Preamble

1. Purpose:

The purpose of Official Plan Amendment No. 1 to the Township of Cavan Monaghan Official Plan is to introduce a site specific policy exception to the Agricultural Areas designation to permit on-farm diversified uses, including a special event facility (i.e. wedding barn), on the subject property.

2. Location:

The Amendment applies to a portion of the property at 400 Stewart Line in part of Lot 6, Concession 12 of the Cavan Ward as shown on the Key Map attached hereto.

3. Basis:

i) Proposal

The property subject to the Application is approximately 40.5 hectares (100 acres) in size with approximately 298 metres (978 feet) of frontage on Stewart Line. The property is currently developed with a farmhouse with an attached drive shed/garage, a hip-roof barn and two additional one-storey barns/sheds. The hip roof barn is currently used as a special events facility.

Agricultural activities on the property include hay and white raspberry production. A maple woodlot is also located on the property.

The existing hip-roof barn is used as the primary event facility. The barn provides space for weddings, parties, classes, indoor concerts, dances, retreats and lessons. The exterior grounds have been enhanced to provide suitable amenity areas for use by guests.

Official Plan Amendment No. 1 will add a special policy to the Agricultural Areas designation policies to permit the use of a portion of the property for on-farm diversified uses. Zoning by-law amendment and site plan approval applications are required to implement the Official Plan Amendment.

A Planning Justification Report for the Application is provided as Attachment No. 1 to this Amendment.

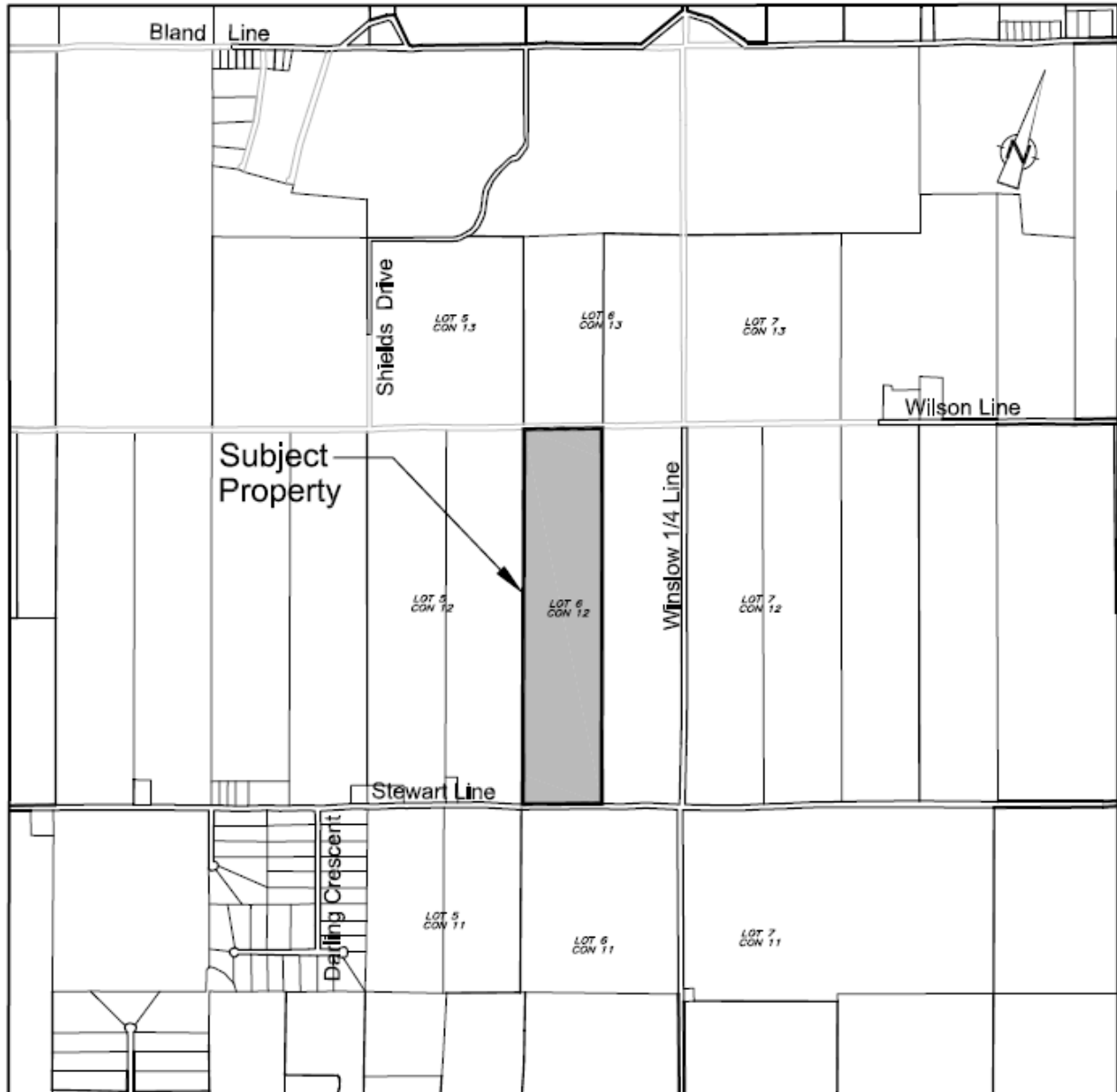
ii) Public Consultation

A public meeting is required to be held under Sections 17 and 21 of the Planning Act, R.S.O. 1990, as amended, as a minimum toward the fulfillment of the requirements for public consultation. The public meeting was held February 16, 2015. The draft Amendment along with written comments received was presented to Council and the public on February 16, 2015.

iii) Agency Review

All agency comments received are included in the Appendix.

Key Map



Part “B” – The Amendment

Introductory Statement

All of this part of the document entitled Part “B” – The Amendment consisting of the following text and attached map designated as Schedule “A” constitute Amendment No. 1 to the Township of Cavan Monaghan Official Plan.

Details of the Amendment

The Township of Cavan Monaghan Official Plan is amended as follows:

1. Schedule A to the Township of Cavan Monaghan Official Plan is amended by adding a text box reference for Section 5.10.4 a) as it applies to 400 Stewart Line in part of Lot 6, Concession 12 of the Cavan Ward.
2. Section 5.10 of the Township of Cavan Monaghan Official Plan is amended by adding subsection 5.10.4 a) that shall read as follows:

“5.10.4

- a) 400 Stewart Line
Part of Lot 6 Concession 12, Cavan Ward (Century Wedding Barn)

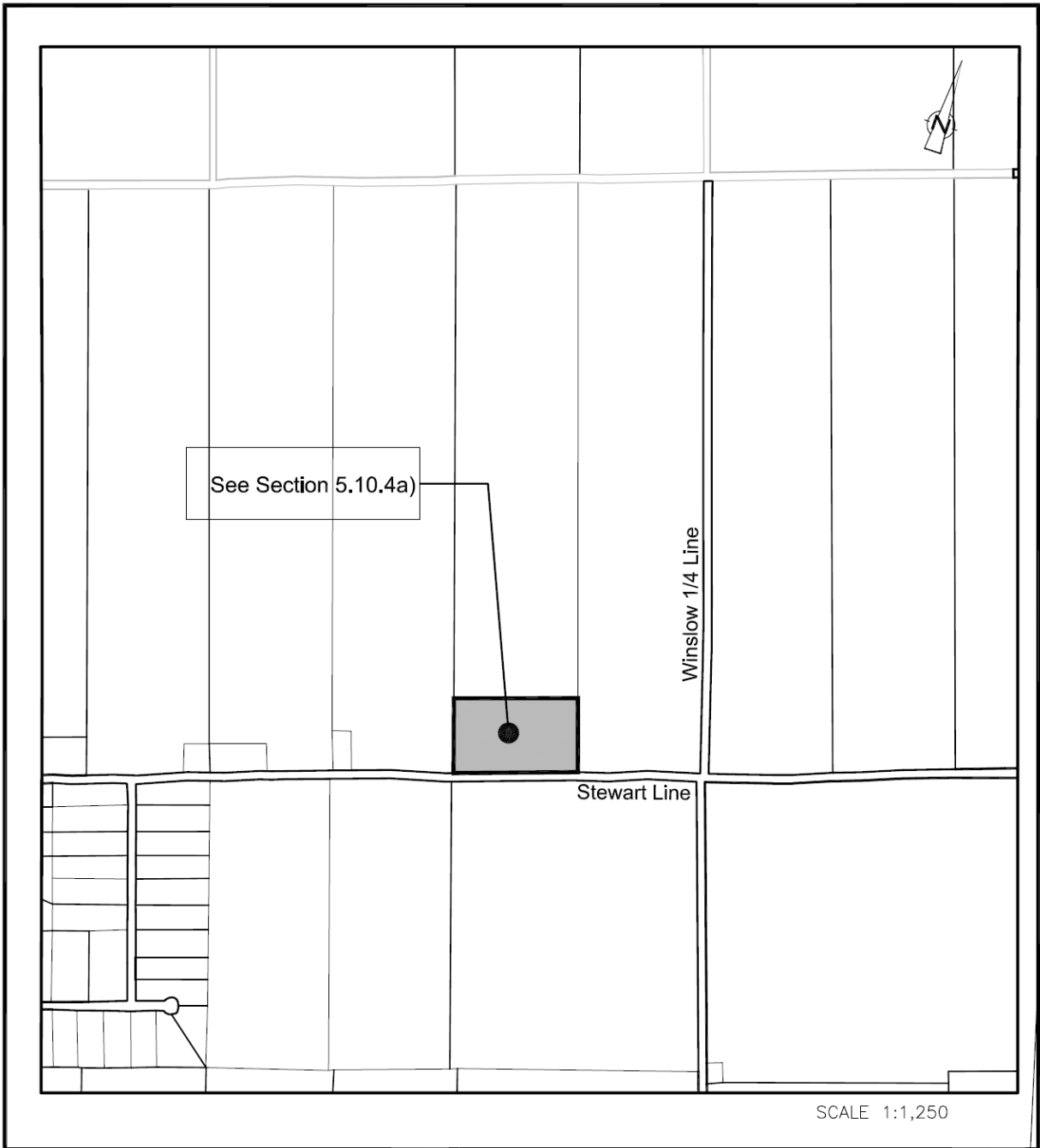
In addition to the uses permitted in Section 5.1.2, small-scale on-farm diversified uses may be permitted. On farm diversified uses may include special events facilities. The on-farm diversified use must be secondary to the principal agricultural use of the property.

On farm diversified uses must be owned and directly involve the owner/operator of the farm operation and may include resident on-farm family members and/or have a limited number of full-time or seasonal employees in keeping with the scale of the use.

The buildings and structures housing the use must be located within the farm building cluster.

On farm diversified uses must:

- f) enhance the agriculture and rural character of the Township and, where possible, promote the preservation of historic buildings and structures and/or the establishment of built form that is compatible with the rural surroundings;
- g) be serviced with an appropriate water supply and means of sewage disposal;
- h) not have any adverse impacts on the enjoyment and privacy of neighbouring properties;
- i) not have an adverse effect on neighbouring wells; and
- j) have adequate on-site parking facilities, in addition to the parking required for the principal use on the property. Such parking must be provided in locations compatible with surrounding land uses. “



OFFICIAL PLAN OF THE TOWNSHIP OF
CAVAN MONAGHAN

CAVAN

AMENDMENT No. 1

Attachment No. 4: By-law No. 2015-13

The Township of Cavan Monaghan

By-law No. 2015-13

**Being a by-law to amend By-law No. 2004-62, as amended, otherwise known as
“The Township of Cavan-Millbrook-North Monaghan
Zoning By-law”.**

Whereas the Township of Cavan Monaghan received official plan and zoning by-law amendment applications for lands at 400 Stewart Line in part of Lot 6, Concession 12 of the Cavan Ward.

And Whereas the Council of the Township of Cavan Monaghan adopted Official Plan Amendment No.1 to the Township of Cavan Monaghan Official Plan by By-law No. 2015-xx;

And Whereas the Council of the Township of Cavan Monaghan reviewed the proposed rezoning and now deems it advisable to further amend By-law No. 2004-62, as amended.

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. Map B-1 of Schedule "A" to By-law No. 2004-62, as amended, is hereby further amended by changing the zone category on a portion of the lands at 400 Stewart Line in part of Lot 6, Concession 12 of the Cavan Ward from the Agricultural (A) Zone to the Agricultural Exception Nine (A-9) Zone and from the Agricultural (A) and Rural (RU) Zones to the Agricultural Exception Ten (A-10) Zone as shown on Schedule "A" attached hereto and forming part of this By-law.
2. Section 11.6 of By-law No. 2004-62, as amended, is further amended by adding subsections 11.6.9 and 11.6.10 that shall read as follows:

“11.6.9 Agricultural Exception Nine (A-9) Zone

In addition to the uses permitted in Sections 11.1 and 11.2, a special event facility is permitted in the Agricultural Exception Nine (A-9) Zone. For the purposes of the Agricultural Exception Nine (A-9) Zone, a special event facility is defined as buildings and/or structures and the surrounding grounds used for weddings, exhibitions, indoor concerts, cultural festivals, retreats and educational classes.“

The minimum lot area and lot frontage requirements shall be 5.3 hectares (13.1 acres) and 298.1 metres (978 feet) respectively. The minimum front yard depth requirement for the existing single detached dwelling shall be 22 metres (72 feet).

Notwithstanding the regulations of Section 3.16, the minimum number of required loading spaces for the special event facility shall be one (1). No waiting space is required.

Notwithstanding the regulations in Sections 3.20.4 and 3.20.6, the parking area for the special events facility may be located in a hay field or fields adjacent to the facility. The surface of the parking areas may grass. The application of a stable surface is not mandatory. The field(s) shall, however, be marked and maintained to ensure organized parking, to ensure adequate drainage and to prevent the raising of dust or loose particles.

11.6.10 Agricultural Exception Ten (A-10) Zone

All of the regulations of the Agricultural (A) Zone apply to the Agricultural Exception Ten (A-10) Zone except that the minimum lot area and lot frontage requirements are 25 hectares (62 acres) and 0 metres (0 feet) respectively.”

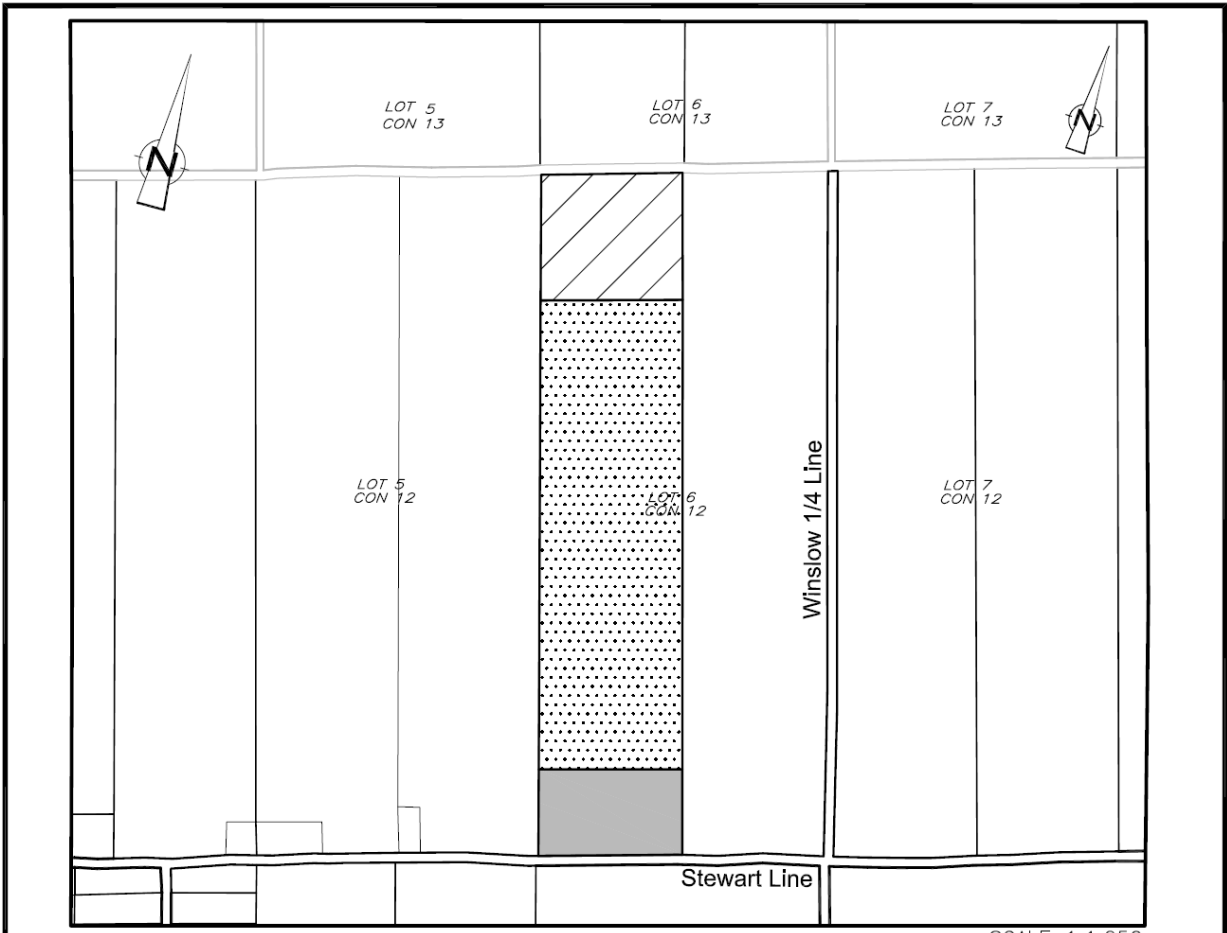
If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.


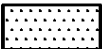

Read a first, second and third time and passed this day of, 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk



SCALE 1:1,250

-  Lands to be rezoned from the Rural (RU) Zone to the Agricultural Exception Ten (A-10) Zone.
-  Lands to be rezoned from the Agricultural (A) Zone to the Agricultural Exception Ten (A-10) Zone.
-  Lands to be rezoned from the Agricultural (A) Zone to the Agricultural Exception Nine (A-9) Zone.

Township of
Cavan Monaghan
Cavan
Schedule 'A'
To By-Law No. _____

This is Schedule A to By-Law No. _____

Passed this ____ Day of _____, 2015.

Signatures of Signing
Officers

_____ Mayor

_____ Clerk



Delegation Request

Please complete the following form. You may submit to the Township of Cavan Monaghan by either:

- * Printing and faxing a copy to 705-932-3458
- * Saving this file to your computer and emailing it to earthurs@cavanmonaghan.net

Once your delegation request is received, the Clerk's Department will contact you to confirm receipt.

Date	<input type="text" value="Feb. 16 2015"/>	Meeting date	<input type="text" value="Feb 9, 2015"/>
Meeting - Subject	<input type="text" value="Skate board park equipment"/>		
Name	<input type="text" value="Grace Glass"/>		
Address	<input type="text" value="36 King St. West"/>		
Town / City	<input type="text" value="Millbrook"/>		
Province	<input type="text" value="Ont"/>	Postal Code	<input type="text" value="L0A 1G0"/>
Phone (daytime)	<input type="text"/>	Phone (evening)	<input type="text" value="705-932-3218"/>
Fax number	<input type="text"/>	Email address	<input type="text" value="geg@nexicom.net"/>

Do you require any Accessibility Accommodation? Yes No

Name of group or person(s) being represented, if applicable:

Brief statement of issue or purpose of deputation:

Personal information on this form is collected under the legal authority of the Municipal Act, as amended. The information is collected and maintained for the purpose of creating a record that is available to the general public, pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act. Questions about this collection should be directed to the Township Clerk, Township of Cavan Monaghan 988 County Road 10, Millbrook, ON L0A 1G0 www.cavanmonaghan.net 705-932-9326



**Minutes
The Township of Cavan Monaghan
Regular Council Meeting**

**Monday, February 02, 2015
11:00 a.m.
Council Chambers
Minutes**

Those members in attendance were:

Council:

Scott McFadden	Mayor
John Fallis	Deputy Mayor
Tim Belch	Councillor
Ryan Huntley	Councillor
Jordan Landry	Councillor

Staff:

Yvette Hurley	Chief Administrative Officer
Elana Arthurs	Clerk
Brigid Ayotte	Economic Development Co-ordinator
Karen Ellis	Director of Planning
Bill Balfour	Fire Chief
Wayne Hancock	Director of Public Works
Kyle Phillips	Chief Building Official/By-law Enforcement Officer

- 1. Open Session**
- 2. Call to Order**

Mayor McFadden called the Regular Council meeting to order. (11:10 a.m.)

- 3. Disclosure of Pecuniary Interest and the General Nature Thereof**
 - 3.1 Mayor McFadden - Report - Planning-2015-05 Township of Cavan Monaghan Official Plan - Veltri and Son Limited Appeal Settlement**
 - 3.2 Deputy Mayor Fallis - Report - ECD-2015-01 Community Grants 2015**
 - 3.3 Mayor McFadden - Report - ECD-2015-01 Community Grants 2015**
 - 3.4 Mayor McFadden - By-law No. 2015-10 being a by-law to authorize the execution of Minutes of Settlement between Mantilla Investments Ltd. (Mantilla), the Corporation of the County of Peterborough**

**(County) and the Corporation of the Township of Cavan Monaghan
(Township)**

4. Additions/Deletions to the Agenda

4.1 Added Item 11.1 - Bill C-626, an Act to Amend the Statistics Act

R/02/02/15/01

Moved by: Fallis

Seconded by: Belch

That the Regular Council Meeting agenda for February 2, 2015 be approved as amended.

Carried

5. Closed Session

5.1 Resolution to move into Closed Session

R/02/02/15/02

Moved by: Fallis

Seconded by: Landry

That the Council for the Township of Cavan Monaghan move into Closed Session under Section 239(2) of the Municipal Act (2001), as amended, to consider:

litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board; and personal matters about an individual, including municipal or local board employee.

Carried

5.2 Minutes of the Closed Session held December 23, 2014

5.3 Report - Planning-2015-04 Township of Cavan Monaghan Official Plan - Mantilla Investments Ltd. Appeal Settlement

5.4 Report - Planning-2015-05 Township of Cavan Monaghan Official Plan - Veltri and Son Limited Appeal Settlement

5.5 Report - Corporate Services-2015-05 Committees of Council Appointments

6. Report from Closed Session

R/02/02/15/03

Moved by: Fallis

Seconded by: Belch

That Council appoint David Franco to the Municipal Heritage Committee.

Carried

R/02/02/15/04

Moved by: Belch

Seconded by: Landry

That By-law No. 2015-09 and By-law No. 2015-10 be added to the agenda.

Carried

7. Delegations

There were no delegations.

8. Minutes

8.1 Minutes of the Special Council Meeting held January 12, 2015

R/02/02/15/05

Moved by: Huntley

Seconded by: Fallis

That the minutes of the Special Council Meeting held January 12, 2015 be approved as presented.

Carried

8.2 Minutes of the Regular Council Meeting held January 13, 2015

R/02/02/15/06

Moved by: Fallis

Seconded by: Belch

That the minutes of the Regular Council Meeting held January 13, 2015 be approved as amended.

Carried

8.3 Minutes of the Special Council Meeting held January 13, 2015

R/02/02/15/07

Moved by: Belch

Seconded by: Huntley

That the minutes of the Special Council Meeting held January 13, 2015 be approved as presented.

Carried

9. Minutes from Committees of Council

9.1 Library Board Minutes of the meeting held November 12, 2014

R/02/02/15/08

Moved by: Huntley

Seconded by: Belch

That the minutes of the Library Board meeting held November 12, 2014 be received.

Carried

9.2 Library Board Minutes of the meeting held December 16, 2014

R/02/02/15/09

Moved by: Fallis

Seconded by: Landry

That the minutes of the Library Board meeting held December 16, 2014 be received.

Carried

10. Reports

10.1 Report - ECD-2015-01 Community Grants 2015

Mayor McFadden and Deputy Mayor Fallis left the meeting. (1:04 p.m.)

Councillor Belch assumed the Chair. (1:04 p.m.)

R/02/02/15/10

Moved by: Belch

Seconded by: Landry

That Council receive the proposed 2015 Community Grant budget of \$51,508 for consideration as part of the 2015 budget process.

Carried

Mayor McFadden and Deputy Mayor Fallis returned to the meeting.
(1:09 p.m.)

10.2 Report - Economic Development-2015-02 Celebrate Canada - International Amateur Sport Hosting Application for the Americas Endurance Series

R/02/02/15/11

Moved by: Fallis

Seconded by: Huntley

That Council not support being the primary applicant under the Celebrate Ontario – International Amateur Sport Hosting Application for the Americas Endurance Series.

Carried

10.3 Report - Building-2015-01 Building Permit Activity Report for the Year 2014

R/02/02/15/12

Moved by: Fallis

Seconded by: Belch

That Council receive Building Permit Activity Report for information.

Carried

10.4 Report - Fire-2015-02 Levels of Service for the Fire Department

R/02/02/15/13

Moved by: Fallis

Seconded by: Huntley

That Council receives information regarding both the Fire Department service levels and the 2015 operating and capital requests of the Fire Department.

Carried

10.5 Report - Public Works-2015-04 Proposed Changes in Maintenance Levels

R/02/02/15/14

Moved by: Belch

Seconded by: Fallis

That Council approve the present level of service for road sweeping to be maintained in all urban areas including intersections; and

That roadside mowing be reduced to only those areas at intersections or where possible sightline problems exist; and

That Staff be directed to bring forward a policy on winter maintenance level of service to Council for adoption after legal counsel has reviewed to ensure all possible protection against liability.

Carried

10.6 Report - Corporate Services-2015-01 Ontario Provincial Police (OPP) Contract Options

R/02/02/15/15

Moved by: Fallis

Seconded by: Huntley

That Council authorize the execution of an agreement between the Ministry of Community Safety and Correctional Services and the Township of Cavan Monaghan for police services to be provided by the OPP, to be

effective from January 1, 2015 to June 30, 2015 and adopt the required by-law to sign such an agreement.

Carried

10.7 Report - Corporate Services-2015-02 Peterborough Humane Society Agreement

R/02/02/15/16

Moved by: Fallis

Seconded by: Landry

That Council authorize the Clerk to sign a Township Pound Services Agreement with the Peterborough Humane Society.

Carried

10.8 Report - Corporate Services-2015-03 Advisory Committee Policy and Terms of Reference

R/02/02/15/17

Moved by: Belch

Seconded by: Fallis

That Council approve the Advisory Committee Policy and the Terms of Reference for each Committee.

Carried

10.9 Report - Corporate Services-2015-04 Procedural By-law

R/02/02/15/18

Moved by: Fallis

Seconded by: Belch

That Council approve the changes to the Procedural By-law and adopts By-law No. 2015-04 being a by-law to govern the calling, place and proceedings of meetings.

Carried

10.10 Report - CAO-2015-01 Report on Arena/Community Centre Needs and Feasibility Assessment Study and Fleming College

R/02/02/15/19

Moved by: Huntley

Seconded by: Landry

That Council direct staff to contact Fleming to keep discussions open for future opportunities but not to engage in the RFP process with the City of Peterborough with regard to an arena.

Carried

R/02/02/15/20

Moved by: Belch

Seconded by: Huntley

That Council direct staff to investigate acquiring available property that is, or can be, municipally serviced by Millbrook for the purpose of a Community Centre/Arena.

Carried

10.11 Council/Committee Verbal Reports

Deputy Mayor Fallis spoke to information on cancer research provided by the Peterborough County-City Health Unit and indicated additional information can be found on their website.

Councillor Huntley attended the Otonabee Region Conservation Authority Annual General meeting.

Councillor Landry spoke to her attendance at the Kawartha Conservation Authority meeting.

Councillor Belch spoke to the upcoming BIA meeting on February 19th and the scheduling of a Heritage Committee meeting soon.

R/02/02/15/21

Moved by: Fallis

Seconded by: Belch

That Council receive the Council/Committee Verbal Reports for information.

Carried

11. General Business

11.1 Bill C-626, an Act to Amend the Statistics Act

R/04/02/15/22

Moved by: Fallis

Seconded by: Landry

That Council direct staff to send a letter supporting Bill C-626 to Minister of Industry, James Moore and MP, Ted Hsu.

Carried

12. Correspondence for Action

12.1 Cavan Hills Country Run Support Request

R/02/02/15/23

Moved by: Belch

Seconded by: Fallis

That Council support St. John's Anglican Church, Ida in hosting the Cavan Hills Country Run on Saturday, September 26, 2015.

Carried

12.2 BIA Resignation - Ben Bridle

R/02/02/15/24

Moved by: Belch

Seconded by: Fallis

That Council accept Ben Bridle's resignation from the BIA Board of Management and direct staff to advertise for the committee vacancy.

Carried

12.3 Royal Canadian Legion Request

R/02/02/15/25

Moved by: Fallis

Seconded by: Belch

That Council receive the correspondence from the Royal Canadian Legion for information and send a letter indicating when the request was supported last year it was with the understanding that it was a single publication and in future, any funding request should come through the Community Grants program.

Carried

12.4 Letter from Glenn Windrem Re: 2389 Whittington Drive

R/02/02/15/26

Moved by: Belch

Seconded by: Fallis

That this item be referred to staff.

Carried

12.5 Canadian Union of Postal Workers - Request for Support to Save Canada Post

R/02/02/15/27

Moved by: Huntley

Seconded by: Fallis

That Council receive the correspondence for information.

Carried

12.6 Email from Carolyn Conrad - Potential Property for Community Center

R/02/02/15/28

Moved by: Belch

Seconded by: Huntley

That Council receive the correspondence for information.

Carried

13. Correspondence for Information

13.1 City of Peterborough - Official Plan and Zoning By-law Amendment - 1840-1866 Lansdowne Street West

13.2 City of Pembroke Re: OPP Billing Model

13.3 Peterborough County-City Health Unit - Summary January 14, 2015

13.4 Ministry of Municipal Affairs and Housing - 2014 Municipal Performance Measurement Program

R/02/02/15/29

Moved by: Fallis

Seconded by: Belch

That Council receive the correspondence for information.

Carried

14. By-laws

14.1 By-law No. 2015-03 being a by-law to provide for the establishment a Policy for Advisory Committees to the Council of the Township of Cavan Monaghan

14.2 By-law No. 2015-04 being a by-law to govern the calling, place and proceedings of meetings

14.3 By-law No. 2015-05 being a by-law to authorize the execution of an Agreement between the Ministry of Community Safety and Correctional Services of Ontario and the Township of Cavan Monaghan for the Provisions of Police Services

14.4 By-law No. 2015-06 being a by-law to authorize a Release and Registration of a Discharge pertaining to a Merger Agreement

- 14.5 **By-law No. 2015-07 being a by-law to provide for the levy and collection of 2015 interim realty taxes and penalties for non-payment thereof**
- 14.6 **By-law No. 2015-08 being a by-law authorizing the temporary borrowing of monies to offset the current expenditures of the Township of Cavan Monaghan**
- 14.7 **By-law No. 2015-09 being a by-law to authorize the execution of Minutes of Settlement between Veltri and Son Limited (Veltri) and the Corporation of the Township of Cavan Monaghan (Township)**

R/02/02/15/30

Moved by: Belch

Seconded by: Fallis

By-law No. 2015-03 being a by-law to provide for the establishment of a Policy for Advisory Committees to the Council of the Township of Cavan Monaghan and that By-law No. 2015-04 being a by-law to govern the calling, place and proceedings of meetings and that By-law No. 2015-05 being a by-law to authorize the execution of an Agreement between the Ministry of Community Safety and Correctional Services of Ontario and the Township of Cavan Monaghan for the Provision of Police Services under Section 10 of the Police Services Act, R.S.O. 1990, c. P. 15 and that By-law No. 2015-06 being a by-law to authorize a Release and Registration of a Discharge pertaining to a Merger Agreement and that By-law No. 2015-07 being a by-law to provide for the levy and collection of 2015 interim realty taxes and penalties for non-payment thereof and that By-law No. 2015-08 being a by-law authorizing the temporary borrowing of monies to offset the current expenditures of the Township of Cavan Monaghan and that By-law No. 2015-09 being a by-law to authorize the execution of Minutes of Settlement between Veltri and Son Limited (Veltri) and the Corporation of the Township of Cavan Monaghan (Township) be read a first, second and third time and passed this 2nd day of February signed by the Mayor and Clerk and the Corporate Seal attached.

Carried

Mayor McFadden left the meeting (1:50 p.m.)

Deputy Mayor Fallis assumed the Chair.

- 14.6 **By-law No. 2015-10 being a by-law to authorize the execution of Minutes of Settlement between Mantilla Investments Ltd. (Mantilla), the Corporation of the County of Peterborough (County) and the Corporation of the Township of Cavan Monaghan (Township)**

R/02/02/15/31

Moved by: Belch

Seconded by: Huntley

That By-law No. 2015-10 being a by-law to authorize the execution of Minutes of Settlement between Mantilla Investments Ltd. (Mantilla), the Corporation of the County of Peterborough (County) and the Corporation of the Township of Cavan Monaghan (Township) be read a first, second and third time, signed by the Deputy Mayor and Clerk and the Corporate Seal attached.

Carried

Mayor McFadden returned to the meeting and reassumed the Chair.
(1:52 p.m.)

15. Unfinished Business

There was no unfinished business.

16. Notice of Motion

There were no notices of motion.

17. Adjournment

R/02/02/15/32

Moved by: Huntley

Seconded by: Belch

That the Regular Council meeting of the Township of Cavan Monaghan adjourn.
(1:52 p.m.)

Carried

Scott McFadden
Mayor

Elana Arthurs
Clerk



**Minutes
The Township of Cavan Monaghan
Special Council Meeting**

**Thursday, February 5, 2015
9:30 a.m.
Council Chambers**

Those members in attendance were:

Council:

Scott McFadden	Mayor
John Fallis	Deputy Mayor
Tim Belch	Councillor
Ryan Huntley	Councillor
Jordan Landry	Councillor

Staff:

Yvette Hurley	Chief Administrative Officer
Elana Arthurs	Clerk
Cindy Page	Deputy Clerk
Kimberley Pope	Director of Finance/Treasurer
Jenna Clark	Deputy Treasurer
Karen Ellis	Director of Planning
Kyle Phillips	Chief Building Official/By-law Enforcement Officer
Bill Balfour	Fire Chief
Wayne Hancock	Director of Public Works

1. Open Session

2. Call to Order

Mayor McFadden called the Special Council meeting to order. (9:31 a.m.)

3. Disclosure of Pecuniary Interest and the General Nature Thereof

There were no pecuniary interests noted.

4. Additions/Deletions to the Agenda

R/05/02/15/01

Moved by: Fallis

Seconded by: Belch

That Council approve the agenda for the Special Council meeting of February 5, 2015 as presented.

Carried

5. Report - Finance-2015-02 3rd Draft 2015 Budget Presentation

Mayor McFadden provided a Finance Committee update and identified the following:

- the review of service levels has been completed by the Public Works and Fire Department
- the inclusion of \$1,000 for the purpose of lobbying the Provincial
- the review of capital expenditures has been completed
- 100% of the operating surplus being applied to the 2015 operating budget.
- \$20,000 no longer being placed in reserves for community grants and that it would be addressed annually with a future report coming from staff on the process.

Ms. Pope reviewed Report-Finance-2015-02 3rd Draft 2015 Budget Presentation and provided an overview of the Multi-Year Financial Information Return (FIR) Comparison identifying the FIR Reporting of the Peterborough County Municipalities for 2013.

Ms. Pope provided a recommendation to increase the municipal tax levy by 5% in 2015 and spoke to how that increase would impact property owners. She noted that she had provided an estimate only on the County and Education increase for 2015. She continued with the same information if Council decided on a 2% municipal tax levy increase.

R/05/02/15/02

Moved by: Belch

Seconded by: Fallis

That the Special Council meeting be opened up to allow questions from members of the gallery.

Carried

Craig Allison – 1043 Sharpe Line, Cavan

Council discussed the acceptable increase for the Township of Cavan Monaghan in 2015 and the current reserve funds.

R/05/02/15/03

Moved by: McFadden

Seconded by: Belch

That in the first year of a new Council, that an additional \$2,400 be made available for each member of council to ensure all council members have the opportunity to attend (3) municipal conferences, ROMA/OGRA, AMO and OEMC.

Carried

R/05/02/15/04

Moved by: Fallis

Seconded by: Huntley

That Council move the \$50,000 for the Watershed Plan back into the 2015 budget.

Tabled

R/05/02/15/05

Moved by: Fallis

Seconded by: Huntley

That Council table the following motion;

That Council move the \$50,000 for the Watershed Plan back into the 2015 budget.

Carried

R/05/02/15/06

Moved by Fallis

Seconded by Huntley

That Staff be directed to convene a similar meeting to that of July 16, 2013 to allow further discussion on the Watershed Plan.

Carried

R/05/02/15/07

Moved by: Huntley

Seconded by: Fallis

That the following motion be removed from the table:

That Council move the \$50,000 for the Watershed Plan back into the 2015 budget.

Carried

R/05/02/15/08

Moved by: Fallis

Seconded by: Huntley

That Council withdraw the following motion;

That Council move the \$50,000 for the Watershed Plan back into the 2015 budget.

Carried

R/05/02/15/09

Moved by: Huntley

Seconded by: Landry

That Council move to include \$10,000 for the decorative bridge.

Withdrawn

R/05/02/15/10

Moved by Huntley

Seconded by Landry

That the following motion be withdrawn;

That Council move to include \$10,000 for the decorative bridge.

Carried

R/05/02/15/11

Moved by: Fallis

Seconded by: Belch

That Council receives the 3rd Public Draft 2015 Budget Presentation for discussion;

That Council accepts a 5% Municipal Residential Tax Rate increase for the final budget presentation;

That Council approves the annual operating surplus to be transferred to offset the next year's Operating budget;

That Council approves the unanticipated tax levy revenues, generated through supplemental and omitted taxation, to be transferred annually into the Asset Replacement Reserve; and,

That Council provides discussion and direction on the 2015 Operating and Capital Budgets for the final budget presentation.

Belch Yes

Landry Yes

Huntley Yes

Fallis Yes

McFadden No

Carried

6. Confirming By-law

6.1 By-law No. 2015-11 being a by-law to confirm the proceedings of the meeting of the Council of the Township of Cavan Monaghan held on the 5th day of February, 2015

R/05/02/15/12

Moved by: Fallis

Seconded by: Belch

That By-law No. 2015-11 being a by-law to confirm the proceedings of the meeting of the Council of the Township of Cavan Monaghan held on the 5th day of February, 2015 be read a first, second and third time and passed this 5th day

of February, signed and seal by the Mayor and Clerk and the Corporate Seal attached.

Carried

R/05/02/15/13

Moved by: Huntley

Seconded by: Landry

That the Special Council meeting of the Township of Cavan Monaghan adjourn.

(11:44 a.m.)

Carried

Scott McFadden
Mayor

Elana Arthurs
Clerk



Special Council Meeting

To:	Mayor and Council
Date:	February 16, 2015
From:	Kimberley Pope, Finance Department
Report Number:	Finance 2015-03
Subject:	Final 2015 Public Budget Presentation

Recommendations:

1. That Council receives the Final 2015 Public Budget Presentation for adoption; and
2. That Council approves the 2015 Operating Budget of \$6,726,735; and
3. That Council approves the 2015 Capital Budget of \$2,960,100; and
4. That Council approves the 2015 Environmental Budget of \$260,499; and
5. That Council approves the 2015 Water & Wastewater Operating Budget of \$732,520 and a Capital Budget of \$1,140,000; and
6. That Council approves the 2015 BCF Millbrook Expansion Capital Budget of \$16,593,000.

Overview:

On February 5, 2015 Council accepted a 5% Municipal Residential Tax Rate increase for final budget presentation as recommended on Finance Report 2015-02. This budget report is to provide the Final 2015 Operating and Capital Budgets for approval and adoption of Council.

The Township Operating Surplus, prior to yearend audit adjustments, is calculated as \$164,502. On January 12, 2015 Council passed a motion that staff be directed to transfer 100% of the 2014 Operating Surplus into the 2015 Operating Budget. In addition, Council had requested that capital expenditures be reviewed to lessen the impact of a tax increase which resulted in the reduced 2015 Capital Budget.

Council also requested for staff to review the current legislated service levels for the Fire Department and Public Works Department to determine flexibility between current and minimum standards and the related savings. Staff reported to Council on February 2, 2015 on the following two reports; Fire 2015-02 (Levels of Service for the Fire Department) and Public Works 2015-04 (Proposed Changes in Maintenance Levels).

As per the recommendations of Watson & Associates and N. G. Bellchamber & Associates, detailed in Finance Report 2014-27, in combination with the potential loss of OLG Revenues and the current financial position of the municipality, the municipality continues to work towards financial sustainability without the use of OLG Revenues. Prior to 2011, OLG Revenues were used as a subsidy towards the Operating Budget, the main source of funding the Capital Budget and as the single source of savings towards the asset replacement reserve.

The Watson & Bellchamber recommendations have been divided into three phases to enable the municipality to remove dependency on OLG Revenues;

- Phase 1: Removal of OLG dependency from Operating Expenditures (achieved within the 2013 budget with reduced operating expenditures and tax rate increases)
- Phase 2: Removal of OLG dependency from Capital Expenditures (achieved within the 2015 budget after reduced operating and capital increases and tax rate increases)
- Phase 3: Removal of OLG Revenues as the only source of revenues for Asset Replacement (next phase to be incorporated in future budgets). This draft budget includes a \$1.4 million Asset Replacement Reserve transfer fully funded by OLG.

As per the recommendations, the potential loss of OLG Revenues and the current financial position of the municipality the Operating budget maintains the ability to not require use of the Casino Reserve to offset the Operating Budget (stabilize the tax rate).

In 2015 a 5% municipal levy increase, including an estimated education levy increase (+2%) and county levy increase (+6%), which could result in an overall 4.7% - 5.1% total residential tax rate increase. If a 10% municipal levy increase had been approved it would have provided for the recommended \$1.1 million capital expenditures funded through the municipal tax levy. As per Council's direction the final 2015 budget contains a reduction in capital expenditures to \$1,309,300 (not including the transfer to the Asset Replacement Reserve) with \$593,700 funded by the municipal tax levy and \$715,600 funded through municipal reserves and grants.

Tax Rate Comparison			
Property Class	Cavan Ward (010)	Millbrook Ward (020)	North Monaghan Ward (030)
2014 RES/FARM (RT)	0.01095517	0.01124480	0.01111262
Estimated 2015 rate (+5%)	0.01147486	0.01182021	0.01168142
<i>increase over 2014 rate</i>	4.74%	5.12%	5.12%
Estimated 2015 rate (+10%)	0.01175697	0.01211767	0.01197227
<i>increase over 2014 rate</i>	7.32%	7.76%	7.74%

On February 2, 2015 Council accepted a 5% Municipal Residential Tax Rate increase for final budget presentation when presented with the two options as detailed below. Council considered these options while also reviewing a summary of reserves, operating and capital expenditures, taxation and capital assets from the Financial Information Returns (2013 FIR data) of municipalities within the County of Peterborough and Hamilton Township as comparators.

Option A: 5% municipal tax increase in 2015

5% municipal tax levy increase = \$27.60 increase per \$100,000 CVA (2015)

- 83% of \$1.1M Capital budget recommendation raised in the municipal levy.
- Dependency on the OLG Revenues eliminated from \$593,700 Capital budget.
- \$318,320 raised in the municipal levy for the Phase-In Levy Reserve.

Option B: 2% municipal tax increase in 2015

2% municipal tax levy increase = \$11.04 increase per \$100,000 CVA (2015)

- 67% of \$1.1M Capital budget recommendation raised in the municipal levy.
- Dependency on the OLG Revenues eliminated from \$593,700 Capital budget.
- \$150,069 raised in the municipal levy for the Phase-In Levy Reserve.

This Phase-In Levy Reserve was established with to supplement future capital expenditures when the OLG revenues would no longer be available to the municipality, and therefore the two options above do not include any transfers from the Phase-In Levy Reserve.

On November 19, 2012 Watson & Associates recommended that the Township transfer \$1.5 million into reserves to mitigate the loss of Casino Revenues. The estimated 2015 Asset Replacement Reserve balance, including the \$1.4 million transfer in 2015, will provide for approximately 55% of the estimated \$17 million Capital expenditures (the next four years of capital expenditures) as per the Township 10 year Capital Forecast.

The remaining unfunded Capital forecast of \$7.7million (over the next 4 years) will require alternate funding through grants, reserves, revenues, future partnerships and possibly future tax rate increases. If alternate funding is not acquired, the 10 year Capital forecast will need to be reduced.

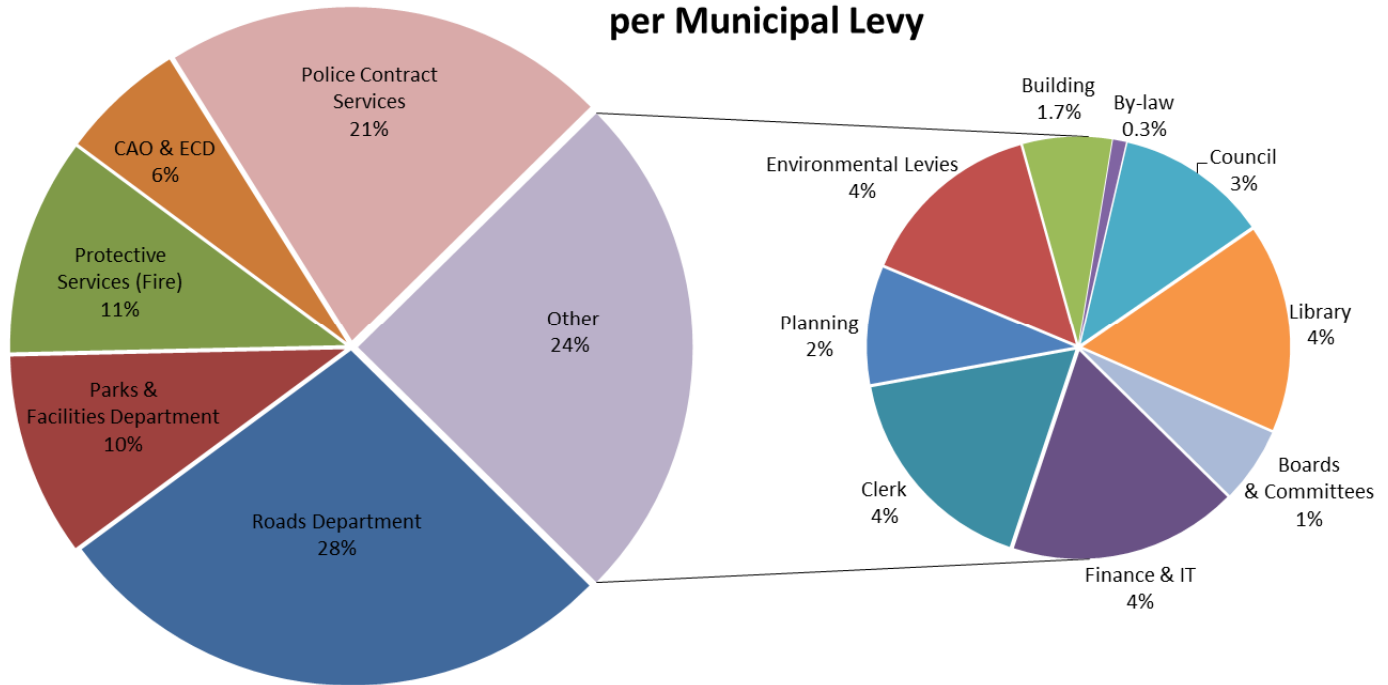
The Asset Replacement Reserve provides the ability to maintain and/or replace current municipal assets and infrastructure. Transfers to this reserve are essential and are part of Phase 3 to remove the OLG Revenues as the only source of Revenues for the Asset Replacement Reserve.

Financial Impact:

Operating

The 2015 Final Operating Budget of \$6,726,735, reduced by a 2014 operating surplus of \$164,502, results in a Net Operating Budget of \$ 6,562,233.

2015 Final Budget Operating Expenditures per Municipal Levy



This budget represents a consolidated departmental net increase of 1.7% which indicates efforts to maintain conservative budgets with the increased cost of delivery.

	2014 Budget	2015 Draft	Variance	
Planning	\$148,685	\$138,045	-\$10,640	-7.2%
Building	\$86,550	\$103,555	\$17,005	19.6%
By-law Enforcement	\$21,170	\$15,315	-\$5,855	-27.7%
Protective Services	\$636,887	\$636,893	\$6	0.0%
Roads Department	\$1,611,506	\$1,667,080	\$55,574	3.4%
Parks & Facilities Department	\$550,432	\$591,890	\$41,458	7.5%
Office of the CAO & ECD	\$387,980	\$361,240	-\$26,740	-6.9%
Office of the Clerk	\$266,591	\$254,950	-\$11,641	-4.4%
Finance & Information Technology	\$269,030	\$266,320	-\$2,710	-1.0%
Consolidated Department Net Changes	\$4,181,281	\$4,251,287	\$70,006	1.7%

Council	\$154,310	\$176,456	\$22,146	14.4%
Cavan Monaghan Library Board Levy	\$236,578	\$242,991	\$6,413	2.7%
Ganaraska, Kawartha & Otonabee Conservation	\$74,789	\$76,395	\$1,606	2.1%
Committees of Council	\$13,300	\$10,900	-\$2,400	-18.0%
Police Contract Services	\$1,522,118	\$1,302,880	-\$219,238	-14.4%
Consolidated Other Services/Levy Changes	\$2,001,095	\$1,809,622	-\$191,473	-9.6%

The 14.4% reduction in Police Contract Services is a result of the new O.P.P. Billing Model introduced where the calculated cost of \$1,137,754 is expected by 2017.

This report does not include changes to service levels that the municipality currently provides as a service level change requires a direction from Council and is not within the authority and/or discretion of staff. The Budget Committee (C.A.O., Director of Finance & Mayor) reviewed the three draft budget estimates and provided adjustments.

Summary of changes/challenges in the 2015 Draft Operating Budget Proposal

- Reduced OMPF funding by 20% (\$140,400) and lack of grant approvals.
- No further funds available in the Police Stabilization Reserve, Bruce Johnston Library Reserve and the Fire Training Reserve (Special Rescue).
- Administration changes to consolidate workload and reduce staffing.
- Increased overtime in the Roads department due to current service levels and winter weather conditions.
- Utilization of qualified internal staff across departmental lines to reduce the need for contracting external services.
- Shared services with County of Peterborough for Risk Management contract.
- Utilization of current year availability prior to accessing 2015 budget allocations.
- Elimination of unused budget lines without expenditures over the last few years.
- Information Technology (IT) investment and reduced IT contracted services which streamlined and improved operations and reduced expenditures.
- Reduced repairs to facilities as per a “need” review and not a “wish” list.
- Review of User Fees to increase revenues and reduce expenditures.

Capital

The 2015 Final Capital Budget of \$3,068,822 reduced by \$108,722 Capital (roll-over from 2014 budget) results in a Net Capital Budget of \$2,960,100. Capital has been reduced to priority needs within each department with 50% transferred to the Asset Replacement Reserve. The actual 2015 Capital expenditures of \$1,483,300 are funded through municipal reserves and grants (\$889,600) and the remaining \$593,700 funded through the Municipal Tax Levy.

A summary of the 2015 Capital Budget is provided below;

Total Capital Requests	\$3,068,822	
Less: 2014 Capital Roll Over	(\$108,722)	
Total 2015 Capital Expenditures	\$2,960,100	
Reserve/Other Funding to Offset Capital	(\$889,600)	30%
Casino - Reserves for Asset Replacement Reserve	(\$1,476,800)	50%
Funded through the Municipal Tax Levy	(\$593,700)	20%

With a 5% municipal tax increase and reduced capital expenditures of \$593,700 the municipality is able to fund the current capital expenditures without the OLG revenues (not including the Asset Replacement Reserve transfer). Historically, the Capital Budget has been funded through the OLG Revenues and not the municipal levy.

Environmental Tax Rate

The 2015 Environmental Operating Budget of \$260,499 for all three Wards indicate a total levy increase of \$13,549 including the interdepartmental recovery of the Transfer Station shared between wards.

	<u>Cavan</u> (010)	<u>Millbrook</u> (020)	<u>N. Monaghan</u> (030)	<u>TOTAL</u> Township of CM
2015 Tax Roll	\$ 752,698,051	\$ 164,249,000	\$ 220,301,000	\$ 1,137,248,051
2015 Weighted Assessment	\$ 656,061,238	\$ 161,818,364	\$ 198,145,353	\$ 1,016,024,955
% of Weighted Assessment	64.6%	15.9%	19.5%	100%
2015 Transfer Station Allocation	\$ 116,506	\$ 28,736	\$ 35,187	\$ 180,430

Water and Wastewater

The 2015 Water and Wastewater (W&WW) Operating Budget of \$732,520 is presented with a 2.6% increase of \$18,315. The W&WW Capital Budget of \$1,140,000 is reduced by \$416,000 Capital (roll-over from 2014 budget) which results in a Net Capital Budget of \$724,000. The water service is user paid and therefore does not affect the municipal tax rate. Funds remaining at the end of the year are transferred into the Water & Wastewater Reserve for future years of Capital and/or Operations.

2015 Tax Levy Comparison

The tax rate and assessment comparison provides Council with a summary of the tax rate changes that occurred since 2011. It is estimated that for every 1% municipal tax increase in 2015 this will equal municipal tax revenue of approximately \$56,084.

The table below is a history of the MPAC Municipal Assessment (weighted) for the Township of Cavan Monaghan and the corresponding final tax rates per year.

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Amount to be raised by Taxes	\$3,998,893	\$4,277,467	\$4,765,000	\$5,427,090	\$5,888,773
Weighted Assessment	\$902,904,712	\$937,674,899	\$949,560,468	\$983,184,261	\$1,016,024,955
Increase in CVA year over year	6.0%	3.9%	1.3%	3.5%	3.3%
Taxes per 100,000 Residential	\$442.89	\$456.18	\$501.81	\$551.99	\$579.59
Increase in Tax %	3%	3%	10%	10%	5%

The financial information provided is an outline and description of the 2015 Municipal Budget. The residential tax levy does not include education and county taxation collected and/or transferred to the School Boards or the County of Peterborough.

Each municipality is currently within their 2015 draft budget deliberations and therefore do not have their 2015 budget approved and are not yet prepared to identify their corresponding tax rate/tax increase. Therefore for comparative purposes attached is a comparison utilizing the following assumptions; an estimated Education Levy increase of 2%, an estimated County Levy increase of 6% and an estimated Municipal Levy increase of 2% for all other municipalities. The Township of Cavan Monaghan is identified below with two rate increases; the 2nd draft 10% recommendation and the requested Final requested recommendation for comparison.

Estimated Residential Tax Rates / \$100,000 Assessment

using estimated 6% County, 2% Education and 2% Municipal Levy increase across all other municipalities

MUNICIPALITY	2015 Estimates	2014	2013	2012	2011	2010
TRENT HILLS	2.9% \$ 1,469.09	\$ 1,427.48	\$ 1,431.64	\$ 1,414.81	\$ 1,454.15	\$ 1,500.80
CITY OF PETERBOROUGH	2.9% \$ 1,457.26	\$ 1,415.88	\$ 1,390.84	\$ 1,376.89	\$ 1,402.74	\$ 1,438.02
HAMILTON TOWNSHIP	3.0% \$ 1,287.76	\$ 1,249.70	\$ 1,248.54	\$ 1,223.34	\$ 1,274.31	\$ 1,405.07
ASPHODEL-NORWOOD	3.1% \$ 1,211.84	\$ 1,175.27	\$ 1,198.13	\$ 1,204.99	\$ 1,240.91	\$ 1,291.88
MILLBROOK WARD (10%)	7.8% \$ 1,211.77	\$ 1,124.48	\$ 1,086.09	\$ 1,058.85	\$ 1,078.57	\$ 1,104.59
NORTH MONAGHAN WARD (10%)	7.7% \$ 1,197.23	\$ 1,111.26	\$ 1,072.12	\$ 1,038.82	\$ 1,030.96	\$ 1,039.95
MILLBROOK WARD (5%)	5.1% \$ 1,182.02	\$ 1,124.48	\$ 1,086.09	\$ 1,058.85	\$ 1,078.57	\$ 1,104.59
CAVAN WARD (10%)	7.3% \$ 1,175.70	\$ 1,095.52	\$ 1,057.01	\$ 1,023.78	\$ 1,043.16	\$ 1,057.51
NORTH MONAGHAN WARD (5%)	5.1% \$ 1,168.14	\$ 1,111.26	\$ 1,072.12	\$ 1,038.82	\$ 1,030.96	\$ 1,039.95
CAVAN WARD (5%)	4.7% \$ 1,147.49	\$ 1,095.52	\$ 1,057.01	\$ 1,023.78	\$ 1,043.16	\$ 1,057.51
HAVELOCK VILLAGE	3.2% \$ 1,135.29	\$ 1,100.22	\$ 1,112.56	\$ 1,120.13	\$ 1,172.20	\$ 1,213.67
OTONABEE-SOUTH MON	3.2% \$ 1,085.94	\$ 1,051.84	\$ 1,046.10	\$ 1,045.48	\$ 1,083.07	\$ 1,110.23
LAKEFIELD VILLAGE	3.2% \$ 1,079.80	\$ 1,045.82	\$ 1,054.65	\$ 1,067.87	\$ 1,083.85	\$ 1,114.04
BELMONT METHUEN	3.4% \$ 973.20	\$ 941.31	\$ 951.38	\$ 961.03	\$ 1,006.77	\$ 1,046.11
TRENT LAKES	3.5% \$ 896.28	\$ 865.90	\$ 875.91	\$ 887.82	\$ 931.12	\$ 963.14
DOURO-DUMMER	3.5% \$ 893.89	\$ 863.56	\$ 857.48	\$ 860.22	\$ 892.74	\$ 933.79
SELWYN	3.5% \$ 874.10	\$ 844.15	\$ 856.36	\$ 854.62	\$ 875.35	\$ 906.62
NORTH KAWARTHA	3.5% \$ 873.73	\$ 843.79	\$ 859.64	\$ 867.21	\$ 903.03	\$ 946.94

Building Canada (BCF) Millbrook Expansion Capital Budget

The 2015 Final Building Canada Capital Budget of \$16,593,000 reduced by \$3,886,700 Capital (roll-over from 2014 budget) results in a Net BCF Capital Budget of \$12,706,300. The Township received funding under the Building Canada Fund (BCF) in 2008, with approved scope change approved in December 2011 which includes; expanding and upgrading the Millbrook Wastewater Treatment Plant, Primary Pumping Station, Standpipe and extension of water and wastewater services.

Reserve and Reserve Funds

A staff report will be provided in 2015 of the Reserve and Reserve Funds balances once the 2014 invoices have been received, yearend roll over has been posted and audited. This information is not available at the time of this report.

Attachments:

- Final - 2015 Tax Rate calculations
- Final - 2015 Budget Summaries
- Final - 2015 Department Variance
- Final - 2015 Operating Working Current Budget Reports
- Final - 2015 Environmental Tax Rate calculation
- Final - 2015 Capital Requests
- W&WW - Final – 2015 Operating Working Current Budget Reports
- W&WW - Final – 2015 Capital Requests
- BCF - Final – 2015 Capital Requests

Respectfully Submitted by,

Reviewed by,

Kimberley Pope
Director of Finance/Treasurer

Yvette Hurley
Chief Administrative Officer

2015 Tax Rates

Final Budget (5%)

Property Class Description	RTC	RTQ	2015 Roll Total	2015 Tax Ratio	2015 Tax Rate Reduction	2015 Weighted Assessment	2015 Tax Rate	2015 Taxes Raised
Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.	C	F	338,250	1.0986	1	371,601	0.00636737	2,153.76
Commercial, Payment In Lieu, Full, Excess Land	C	V	51,200	1.0986	0.7	39,374	0.00445716	228.21
Commercial, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).								
USE REGULAR RATE NOT VACANT	C	G	1,353,125	1.0986	1	1,486,543	0.00636737	8,615.85
Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	C	J	264,375	1.0986	0.7	203,310	0.00445716	1,178.36
Commercial, Taxable At The Full Rate.	C	T	73,885,656	1.0986	1	81,170,782	0.00636737	470,457.25
Commercial taxable: Excess land	C	U	1,268,325	1.0986	0.7	975,367	0.00445716	5,653.13
Commercial, Taxable At The Vacant Land Rate.	C	X	1,706,122	1.0986	0.7	1,312,042	0.00445716	7,604.46
commercial payment in lieu full vacan land	C	Y	91,000	1.0986	0.7	69,981	0.00445716	405.60
Commercial payment in lieu general vacant land	C	Z	208,000	1.0986	0.7	159,956	0.00445716	927.09
New Construction Commercial: Full No Support	X	T	1,925,356	1.0986	1	2,115,196	0.00636737	12,259.45
Exempt	E	1	48,274,582	0	0	-	-	-
Farmland, Taxable At The Full Rate.	F	T	109,587,282	1	0.25	27,396,821	0.00144897	158,789.07
Industrial, Taxable, Shared Payment-In-Lieu (Not Pil But Shared As If It Was)	I	H	74,000	1.5432	1	114,197	0.00894422	661.87
Industrial, Taxable At The Full Rate.	I	T	5,190,204	1.5432	1	8,009,523	0.00894422	46,422.35
Industrial, Taxable At The Vacant Land Rate. Excess Land	I	U	490,657	1.5432	0.65	492,168	0.00581375	2,852.55
Industrial, Taxable At The Vacant Land Rate.	I	X	964,625	1.5432	0.65	967,596	0.00581375	5,608.08
Pipeline Taxable: Full	P	T	6,118,876	1	0.9386	5,743,177	0.00544003	33,286.85
Multi-Residential Taxable: Full	M	T	2,934,750	1	1.7802	5,224,442	0.01031785	30,280.31
Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).	R	G	1,194,504	1	1	1,194,504	0.00579589	6,923.22
Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	R	P	209,000	1	1	209,000	0.00579589	1,211.34
Residential, Taxable At The Full Rate.	R	T	877,986,447	1	1	877,986,447	0.00579589	5,088,716.43
Managed Forest, Taxable At The Full Rate.	T	T	3,131,715	1	0.25	782,929	0.00144897	4,537.77
			\$ 1,137,248,051			1,016,024,955		5,888,773.00

Break-even, with 0% TAX INCREASE (due to Assessment Growth) is \$5,608,354 (\$181,264 additional)

2015	\$579.59
2014	\$551.99
Increase in %	5.0%
Increase in \$	\$27.60

2015 Budget Requirement	6,053,275
2014 (Surplus)/Deficit	164,502
Amount to be raised by taxes	5,888,773
Weighted Assessment	1,016,024,955
Tax Rate	0.005796
Taxes per 100,000 Residential Assessment	\$ 579.59

Every 1% tax increase equals \$ 56,084

**2015 Budget Summary
Final Approved (5%)**

Summary 2015 Project Budget	Operating % Net change over 2014	Operating	Capital	Total	Tax Levy	Prov/Fed Grant	Reserve Funds	User Fees & Other Revenue	Total
Planning	-7.2%	225,336	330,000	555,336	238,045	35,467	254,024	27,800	555,336
Building	19.6%	105,290		105,290	-			105,290	105,290
By-Law Enforcement	-27.7%	15,315		15,315	15,315		-	-	15,315
Protective Services	0.0%	740,826	151,122	891,948	755,015		45,950	90,983	891,948
Roads Department	3.4%	1,820,176	971,000	2,791,176	2,017,080	327,000	97,000	350,096	2,791,176
Parks & Facilities Department	7.5%	772,240	66,400	838,640	658,290			180,350	838,640
Office of the CAO & ECD	-6.9%	433,990		433,990	361,240			72,750	433,990
Office of the Clerk	-4.4%	267,850		267,850	254,950			12,900	267,850
Finance & Information Technology	-1.0%	508,345	1,495,800	2,004,145	1,756,520		5,600	242,025	2,004,145
Consolidated Department Net Changes	1.7%								
Community Grants			54,500	54,500	54,500				54,500
Council	14.4%	176,456		176,456	176,456				176,456
Cavan Monaghan Library Board Levy	2.7%	253,341		253,341	242,991			10,350	253,341
Ganaraska, Kawartha & Otonabee Conservation	2.1%	76,395		76,395	76,395				76,395
Committee's of Council	-18.0%	14,395		14,395	10,900		3,495		14,395
Police Service Contract, Board & Ride Duty	-14.4%	1,316,780	-	1,316,780	1,304,780			12,000	1,316,780
Consolidated Other Services/Levy Changes	-9.6%								
Sub total: Projected Budget		6,726,735	3,068,822	9,795,557					
Less: 2014 Capital Roll Overs			(108,722)	(108,722)	(108,722)				(108,722)
Less: 2014 Operating Surplus (estimated)		(164,502)		(164,502)	(164,502)				(164,502)
Add: Transfer 0% of Surplus to Asset Replacement		-		-	-				-
Add: Phase-In Levy Allocation (Capital Funds tsf from Casino Revenue)		1,523,200		1,523,200	1,523,200				1,523,200
Add: Phase-In Levy Allocation (Addn'l Capital \$\$ raised in Tax Levy)		318,320		318,320	318,320				318,320
Total Budget		8,403,753	2,960,100	11,363,853					
Contribution from Casino Reserve Rate Stabilization		-	-	-	-				-
Contribution from Casino Reserve for Capital Requests		-	-	-	-				-
Contribution from Casino Reserve for Asset Replacement Reserve		-	-	-	(1,476,800)		1,476,800		-
Contribution from Casino Reserve for Phase-In Levy Allocation		-	-	-	(1,523,200)		1,523,200		-
Provincial Grants (OMPF)		-	-	-	(577,000)	577,000			-
Provincial Grants (OCIF-Formula-Based Funding)		-	-	-	(25,000)	25,000			-
Contributions to Casino Reserves		3,000,000		3,000,000	3,000,000		3,000,000		6,000,000
Contributions 2015 Casino Reserves					(3,000,000)				(3,000,000)
Contributions to Roads Reserves		240,000	-	240,000	240,000	240,000			480,000
Federal Gas Tax Grant					(240,000)				(240,000)
Special Charges; Environmental Services and BIA Levy		274,499		274,499	229,999			44,500	274,499
Total (including Casino, Fed Gas Tax & BIA)		11,918,252	2,960,100	14,878,352	6,118,772	1,204,467	6,406,069	1,149,044	14,878,352
Revenues		Operating	Capital	Total	5% Proposed Residential Tax Rate Increase				
General Tax Levy		5,888,773	-	5,888,773					
Special Charges; Environmental Services and BIA Levy		229,999	-	229,999					
Provincial/Federal Grants		877,467	327,000	1,204,467					
Reserve Funds		4,177,044	2,229,025	6,406,069					
Development Charges		-	-	-					
Other Revenue		1,149,044	-	1,149,044					
Total		12,322,327	2,556,025	14,878,352					
Special Charges	% Net change over 2014								
Environmental Levy: Cavan	9.5%	119,176	-	119,176	84,676			34,500	119,176
Environmental Levy: Millbrook	5.1%	81,636		81,636	71,636			10,000	81,636
Environmental Levy: North Monaghan	4.7%	59,687		59,687	59,687			-	59,687
Millbrook BIA	0.0%	14,000		14,000	14,000			-	14,000
Total		274,499	-	274,499	229,999	-	-	44,500	274,499

Eliminated dependency on OLG Slots Revenue in 2013 Operating Budget.

Eliminated dependency on OLG Slots Revenue in 2015 Capital Purchases

2015 OMPF Allocation is \$140,400 less than 2014 and \$267,000 less than 2013

Consolidated Department Variance between 2014 Budget vs. 2015 Final Budget

Note: including 2014 Surplus/Defecit per Department

	2014 Budget	2015 Draft	Variance		Surplus/Defecit		
					2014 Actual	\$ Value	%
Planning	\$148,685	\$138,045	-\$10,640	-7.2%	\$ 125,373	\$ 23,312	16%
Building	\$86,550	\$103,555	\$17,005	19.6%	\$ 86,550	\$ -	0%
By-law Enforcement	\$21,170	\$15,315	-\$5,855	-27.7%	\$ 16,561	\$ 4,609	22%
Protective Services	\$636,887	\$636,893	\$6	0.0%	\$ 663,556	\$ (26,669)	-4%
Roads Department	\$1,611,506	\$1,667,080	\$55,574	3.4%	\$ 1,547,825	\$ 63,681	4%
Parks & Facilities Department	\$550,432	\$591,890	\$41,458	7.5%	\$ 529,447	\$ 20,985	4%
Office of the CAO & ECD	\$387,980	\$361,240	-\$26,740	-6.9%	\$ 346,009	\$ 41,971	11%
Office of the Clerk	\$266,591	\$254,950	-\$11,641	-4.4%	\$ 265,005	\$ 1,586	1%
Finance & Information Technology	\$269,030	\$266,320	-\$2,710	-1.0%	\$ 256,858	\$ 12,172	5%
Consolidated Department Net Changes	\$4,181,281	\$4,251,287	\$70,006	1.7%		\$ 141,647	
Council	\$154,310	\$176,456	\$22,146	14.4%	\$ 140,679	\$ 13,631	9%
Cavan Monaghan Library Board Levy	\$236,578	\$242,991	\$6,413	2.7%	\$ 236,578	\$ -	0%
Ganaraska, Kawartha & Otonabee Conservation	\$74,789	\$76,395	\$1,606	2.1%	\$ 74,352	\$ 437	1%
Committees of Council	\$13,300	\$10,900	-\$2,400	-18.0%	\$ 6,791	\$ 6,509	49%
Police Contract Services	\$1,522,118	\$1,302,880	-\$219,238	-14.4%	\$ 1,522,118	\$ 2,278	0%
Consolidated Other Services/Levy Changes	\$2,001,095	\$1,809,622	-\$191,473	-9.6%		\$ 22,856	
Township Operating Surplus					\$	164,502	<i>100% Tsf to 2015 Operating Budget</i>
Water & Wastewater Expenses	\$714,205	\$732,520	\$18,315	2.6%	\$ 655,717	\$ 58,488	
Consolidated Other Services/Levy Changes	\$4,237,418	\$3,845,022	-\$392,396	-9.3%		\$ 58,488	
W&WW Surplus					\$	58,488	<i>100% Tsf back to W&WW Reserve</i>
TOTAL Operating Surplus					\$	222,991	

94% underspent EXPENSES
6% additional REVENUE

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4920	Planning Administration	148,685.00	126,375.22	138,045.00	
01-4960	Site Alteration Applications	0.00	-6,900.00		
01-4970	Plan of Subdivison Applications	0.00	2,668.34		
01-4980	Site Plan Approval Applications	0.00	3,229.76		
01-5000	Source Water Protection	0.00	-0.20		
01-5770	Springville & Ebenezer Cemetery	0.00	0.00		
Total Revenues:		-65,045.00	-63,291.00	-87,291.00	
Total Expenses:		213,730.00	188,664.12	225,336.00	
Report Net:		148,685.00	125,373.12	138,045.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4910	Building Services Administration	-1,600.00	-2,075.93	-1,650.00	
01-4911	Ford Ranger Unit 4 - 11	1,600.00	2,075.93	1,650.00	
01-4915	ON Building Code Act, Enforcement	0.00	0.00		
Total Revenues:		-103,375.00	-89,572.97	-105,290.00	
Total Expenses:		103,375.00	89,572.97	105,290.00	
Report Net:		0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4401	Fire Services Administration	317,951.88	308,319.06	314,611.00	
01-4404	Fire Services Communication	25,850.00	18,380.62	26,300.00	
01-4405	Fire Suppression	167,700.00	172,211.95	177,600.00	
01-4406	Fire Services Training	74,975.00	59,932.83	86,542.00	
01-4407	Fire Services Public Education	11,060.00	11,816.92	14,350.00	
01-4408	Fire Services Dry Hydrants & Tanker Shuttle	0.00	0.00		
01-4410	Fire Routes	2,000.00	0.00	2,000.00	
01-4411	Fire Prevention	2,650.00	1,603.41	2,650.00	
01-4412	Fire Hall #1 Maintenance	16,200.00	15,149.95	20,600.00	
01-4413	Fire Hall #2 Maintenance	17,600.00	22,575.44	26,220.00	
01-4414	Equipment Reserves	-53,400.00	0.00	-90,200.00	
01-4415	Pumper 1 - 1996	10,795.00	12,765.54	9,900.00	
01-4416	Pumper 2 - Class A P2-09	6,350.00	6,931.43	5,300.00	
01-4417	Tanker 4 - 1994	2,055.00	2,381.53	1,700.00	
01-4418	Tanker 5 - 2000	3,490.00	3,555.68	4,590.00	
01-4419	Rescue Van - 2003	7,700.00	7,269.35	9,300.00	
01-4421	Unit 6 Half Ton Truck - 1988	1,590.00	991.39	1,640.00	
01-4422	Unit 7 Rapid Response Truck - 2000	3,800.00	2,839.11	5,800.00	
01-4423	Unit 8 Half Ton Truck - 2003	2,180.00	1,902.62	2,450.00	
01-4424	Unit 3-09 Ford Support Unit	5,200.00	5,447.56	6,100.00	
01-4425	Tanker 10 - 2011	3,690.00	4,113.77	4,490.00	
01-4450	Emergency Preparedness	7,450.00	5,367.94	4,950.00	
Total Revenues:		-75,350.00	-17,773.28	-103,933.00	
Total Expenses:		712,236.88	681,329.38	740,826.00	
Report Net:		636,886.88	663,556.10	636,893.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4460	By-law Enforcement	21,170.00	16,560.88	15,315.00	
Total Revenues:		0.00	0.00		
Total Expenses:		21,170.00	16,560.88	15,315.00	
Report Net:		21,170.00	16,560.88	15,315.00	

General Ledger
Revenue and Expense Working Current Budget Report
 Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4440	Non-Residential Well Protective Inspection/Control	1,000.00	3,020.42	5,000.00	
01-4500	Solar / Innovative Energy	0.00	0.00		
01-4560	Solar - 920 Larmer Line	0.00	386.69		
01-4561	Solar - 1256 Syer Line	0.00	1,232.20		
01-4562	Solar - 1470 County Rd. 10	0.00	1,977.10		
01-4563	Solar - 25 Centennial Lane	0.00	2,029.04		
01-4564	Solar - 988 County Rd. 10	0.00	2,200.09		
01-4565	Solar - 415 County Rd. 21	0.00	2,312.61		
01-4566	Solar - Tapley 1/4 Line	0.00	2,880.05		
01-4567	Solar - 1047 Mount Pleasant Rd.	0.00	1,026.88		
01-4600	Roads and Environmental Services Administration	514,295.00	401,684.37	443,310.00	
01-4606	Cavan Works Yard	32,780.00	35,769.93	39,450.00	
01-4610	Bridges and Culverts	6,200.00	7,340.27	8,900.00	
01-4611	Road-side Maintenance	119,500.00	105,331.40	96,900.00	
01-4612	Road Hard Top Maintenance	90,200.00	97,583.82	105,900.00	
01-4613	Road Loose Top Maintenance	208,766.00	231,888.55	216,100.00	
01-4614	Road Safety Devices and Signs	16,700.00	26,462.01	39,400.00	
01-4620	Winter Control	261,500.00	284,369.25	297,100.00	
01-4650	Street Lighting	45,200.00	46,860.72	67,110.00	
01-4655	Storm Water Management Ponds (5)	19,500.00	14,384.16	16,500.00	
01-4661	Truck 205 Dodge 2-05	5,840.00	6,448.62	8,500.00	
01-4662	Dodge One-half Ton 4-01	650.00	433.29	650.00	
01-4663	Dodge One-half Ton 4-12	2,880.00	4,048.67	5,360.00	
01-4664	Int Dump (WATER TRUCK) 11-99	7,300.00	7,952.51	11,600.00	
01-4665	Int Dump Plow & Wing 14-05	20,100.00	18,880.22	19,000.00	
01-4666	Plow 15-03	20,800.00	24,564.05	26,400.00	
01-4667	Culvert Steamer	1,650.00	189.48	1,450.00	
01-4668	Float	2,650.00	1,824.18	2,700.00	
01-4669	Plow 17-03	21,100.00	23,659.70	24,600.00	
01-4672	Grader Champion 31-10	13,700.00	19,550.93	22,500.00	
01-4673	Loader John Deere 32-06	8,900.00	7,593.83	10,700.00	
01-4674	Backhoe Case 33-91	1,300.00	1,654.17	2,260.00	
01-4675	Bobcat 40-01	8,545.00	8,609.26	8,990.00	
01-4678	2012 Brush Chipper	1,800.00	63.82	1,000.00	
01-4679	Plow Truck 20-01	24,650.00	25,915.21	26,000.00	
01-4680	International (CALCIUM TRUCK) 12-98	6,850.00	8,069.76	10,100.00	
01-4681	Sweeper Attachment	1,200.00	1,156.32	1,200.00	
01-4682	International Tandem Plow 19-07	27,200.00	23,536.78	23,900.00	
01-4683	Ford 1.5 Ton Truck 10-08	16,860.00	20,530.92	17,900.00	
01-4684	Champion Grader 30-08	16,700.00	25,196.14	26,900.00	
01-4685	Dodge Pick Up 1-08	9,800.00	8,677.19	10,100.00	
01-4686	Int Dump Plow & Wing 16-13	21,400.00	24,919.29	25,500.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4687	Rubber Tire Excavator 34-08	20,700.00	14,703.55	18,700.00	
01-4690	Township Pit #1 (Larmer Line)	2,840.00	-30,140.53	2,300.00	
01-4691	Wilson's Pit	7,000.00	5,103.68	10,000.00	
01-4692	Township Pit #2 (Millbrook)	2,200.00	634.05	1,100.00	
01-4693	Crossing Guards	11,750.00	11,218.87	12,000.00	
01-4834	Sysco Oper. Wastewater Agreement	0.00	8,804.49		
01-4835	Kawartha Downs Wastewater Agreement	-500.00	5,287.12		
Total Revenues:		-247,997.88	-248,303.13	-153,096.00	
Total Expenses:		1,859,503.88	1,796,128.26	1,820,176.00	
Report Net:		1,611,506.00	1,547,825.13	1,667,080.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4870	Environmental Services - Cavan Ward	773.10	8,764.31		
01-4880	Environmental Services - North Monaghan Ward	0.00	1,241.18		
01-4890	Environmental Services - Millbrook Ward	-773.10	-10,005.49		
Total Revenues:		-248,250.00	-233,571.60	-260,499.00	
Total Expenses:		248,250.00	233,571.60	260,499.00	
Report Net:		0.00	0.00		

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4731-1090	Gross Wages – Vacation Pay	1,700.00	2,550.00	2,400.00	_____
01-4731-1105	Benefits – OMERS	4,800.00	6,800.57	5,500.00	_____
01-4731-1110	Benefits – EI Premium	1,100.00	1,713.89	1,600.00	_____
01-4731-1115	Benefits – EI Reduced Premium	1,100.00	1,534.25	1,500.00	_____
01-4731-1120	Benefits – CPP	4,200.00	5,509.52	2,900.00	_____
01-4731-1130	Benefits – EHT	1,800.00	2,625.77	2,400.00	_____
01-4731-1140	Benefits – WSIB	2,000.00	3,069.30	3,100.00	_____
01-4731-1155	Manulife Group Benefits	6,000.00	7,824.49	7,600.00	_____
01-4731-1180	Benefits - Other	250.00	56.04	140.00	_____
01-4731-3070	Staff Training & Development	1,000.00	0.00	500.00	_____
01-4731-3080	Uniforms/Clothing	2,292.00	1,624.16	2,300.00	_____
01-4731-3140	Memberships	520.00	529.16	550.00	_____
01-4731-3201	Allocated Insurance	42,980.00	42,975.49	46,090.00	_____
01-4731-3210	Building Repair and Maintenance	6,000.00	6,321.53	5,500.00	_____
01-4731-3215	Mat Purchase	200.00	180.12	200.00	_____
01-4731-3220	Equipment Maintenance	8,575.00	8,495.34	7,500.00	_____
01-4731-3400	Cleaning Supplies	1,500.00	1,260.10	1,500.00	_____
01-4731-3430	Concession Supplies	600.00	203.01	600.00	_____
01-4731-3435	Materials and Supplies	6,000.00	6,150.62	4,300.00	_____
01-4731-3500	Land Telephone	2,500.00	2,451.06	2,500.00	_____
01-4731-3750	Security Services	900.00	844.62	900.00	_____
01-4731-3790	Hydro	57,700.00	47,914.28	60,000.00	_____
01-4731-3792	Retrofit Arena Lighting	2,499.29	1,765.66	_____	_____
01-4731-3795	Gas - Heating	2,800.00	3,278.48	3,000.00	_____
01-4731-4100	Contracted Services	27,050.00	29,928.16	20,000.00	_____
01-4731-5600	Interdepartmental Charge- Water an	9,000.00	7,395.94	9,000.00	_____
Total Expense		283,066.29	324,972.13	312,980.00	_____
Total 4731 Millbrook Arena		97,242.00	150,241.16	145,380.00	_____
4732 Olympia Resurfacers					
Expense					
01-4732-3220	Equipment Maintenance	1,270.00	1,028.45	1,000.00	_____
01-4732-3410	Fuel - Vehicle	2,010.00	2,416.80	2,600.00	_____
Total Expense		3,280.00	3,445.25	3,600.00	_____
Total 4732 Olympia Resurfacers		3,280.00	3,445.25	3,600.00	_____

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4235	Health and Safety	5,000.00	4,236.72	4,100.00	
01-4299	Municipal Office Building	65,235.00	58,115.16	60,610.00	
01-4700	General Municipal Buildings/Facilities	116,340.00	110,354.07	121,200.00	
01-4711	Maple Leaf Park	69,810.00	47,765.18	76,475.00	
01-4712	Medd's Mountain & Needler's Mill	1,500.00	544.42	3,000.00	
01-4714	Parks and Property	116,900.00	102,444.38	107,450.00	
01-4716	Whitfield Landing	2,500.00	99.22	1,500.00	
01-4718	2004 Ford Ranger	1,860.00	1,887.00	900.00	
01-4719	2009 Chev Sliverado	5,170.00	4,555.86	4,470.00	
01-4720	1256 Syer Line	550.00	462.43	600.00	
01-4721	Millbrook Yard	6,900.00	5,819.33	8,325.00	
01-4722	Bruce Johnston Library	5,350.00	3,372.44	4,775.00	
01-4723	Old Millbrook School	48,230.00	31,556.90	44,230.00	
01-4724	Lions Den	3,025.00	2,756.25	3,075.00	
01-4725	Massey 23GL Tractor	160.00	158.50	600.00	
01-4727	2014 Dodge Ram	1,380.00	1,632.43	1,600.00	
01-4731	Millbrook Arena	97,242.00	150,241.16	145,380.00	
01-4732	Olympia Resurfacer	3,280.00	3,445.25	3,600.00	
Total Revenues:		-212,002.11	-204,589.51	-180,350.00	
Total Expenses:		762,434.11	734,036.21	772,240.00	
Report Net:		550,432.00	529,446.70	591,890.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4190	Administrative Expense Other	26,200.00	8,183.10	28,200.00	
01-4195	Administrative Expense - Miscellaneous Revenue	-60,500.00	-67,295.11	-72,750.00	
01-4210	Office of the CAO	280,070.00	265,673.13	274,170.00	
01-4780	Economic Development Administration	142,210.00	139,448.13	131,620.00	
Total Revenues:		-62,710.00	-70,499.06	-72,750.00	
Total Expenses:		450,690.00	416,508.31	433,990.00	
Report Net:		387,980.00	346,009.25	361,240.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4220	Office of the Clerk - Secretariat	228,791.00	231,428.86	232,950.00	
01-4225	Elections	25,000.00	25,000.00	10,000.00	
01-4230	Dog Control	11,200.00	6,949.48	10,400.00	
01-4240	Livestock Loss	1,600.00	1,626.30	1,600.00	
01-4913	Accessibiity Plan	0.00	0.00		
Total Revenues:		-47,400.00	-29,968.44	-12,900.00	
Total Expenses:		313,991.00	294,973.08	267,850.00	
Report Net:		266,591.00	265,004.64	254,950.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4070	Information Technology/Telecommunication	86,700.00	86,700.00	102,350.00	
01-4112	Low Income Disabled Refund	1,000.00	783.81	1,100.00	
01-4140	Millbrook Business Improvement Area	0.00	0.05		
01-4150	Working Capital Interest	-28,300.00	-24,810.86	-21,300.00	
01-4170	Corporate Insurance	0.00	0.00		
01-4171	CMNM Self Insurance	5,000.00	3,770.00	5,000.00	
01-4175	Retirement - Corporate Administered Benefits	0.00	117.30	1,600.00	
01-4180	Administrative Expense Corporate Memberships	2,600.00	2,596.01	2,700.00	
01-4250	Finance	335,030.00	308,622.24	311,495.00	
01-4255	Tax Collection & allowance for Doubtful Accounts	1,000.00	4,035.87	5,500.00	
01-8000	Cavan Monaghan Own Taxation	-134,000.00	-130,080.25	-142,125.00	
01-8020	Cavan Monaghan Own Taxation Write-Off	0.00	5,124.00		
Total Revenues:		-223,600.00	-209,973.78	-242,025.00	
Total Expenses:		492,630.00	466,831.95	508,345.00	
Report Net:		269,030.00	256,858.17	266,320.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
Fund: 01 General					
4010 Council - Mayor					
Expense					
01-4010-1000	Council Wages	36,660.00	35,639.99	37,394.00	_____
01-4010-1120	Benefits – CPP	1,100.00	1,011.65	1,122.00	_____
01-4010-1130	Benefits – EHT	485.00	466.76	495.00	_____
01-4010-1155	Manulife Group Benefits	3,490.00	2,495.22	5,700.00	_____
01-4010-1180	Benefits - Other	60.00	45.23	62.00	_____
01-4010-3000	Allocated Expenses	3,270.00	0.00	4,490.00	_____
01-4010-3050	Council Accomod/Travel/Meals/Per c	0.00	0.00		_____
01-4010-3065	Council Mileage - Reeve	0.00	0.00		_____
01-4010-3075	Council Seminars & Conferences - F	0.00	381.83		_____
01-4010-3435	Materials and Supplies	0.00	0.00		_____
01-4010-3440	Council Exp. - Public./Subscriptions	111.00	50.37		_____
01-4010-3510	Cell Phone Service	650.00	549.55	510.00	_____
Total Expense		45,826.00	40,640.60	49,773.00	
Total 4010 Council - Mayor		45,826.00	40,640.60	49,773.00	
4011 Council - Deputy Mayor					
Expense					
01-4011-1000	Council Wages	24,422.00	25,441.09	24,911.00	_____
01-4011-1120	Benefits – CPP	700.00	667.05	714.00	_____
01-4011-1130	Benefits – EHT	325.00	331.07	332.00	_____
01-4011-1155	Manulife Group Benefits	420.00	0.00	5,100.00	_____
01-4011-1180	Benefits - Other	60.00	45.23	62.00	_____
01-4011-3000	Allocated Expenses	3,550.00	0.00	4,490.00	_____
01-4011-3050	Council Accomod/Travel/Meals/Per c	0.00	809.78		_____
01-4011-3065	Council Mileage - Deputy Reeve	0.00	191.19		_____
01-4011-3075	Council Seminars & Conferences - C	0.00	524.06		_____
01-4011-3435	Materials and Supplies	0.00	0.00		_____
01-4011-3440	Council Exp. - Public./Subscriptions	0.00	0.00		_____
01-4011-3510	Cellular Service	510.00	101.31	510.00	_____
Total Expense		29,987.00	28,110.78	36,119.00	
Total 4011 Council - Deputy Mayor		29,987.00	28,110.78	36,119.00	
4012 Council - Cavan Ward					
Expense					
01-4012-1000	Council Wages	18,359.00	18,358.56	18,727.00	_____
01-4012-1120	Benefits – CPP	0.00	36.43	449.00	_____
01-4012-1130	Benefits – EHT	450.00	238.83	250.00	_____
01-4012-1155	Manulife Group Benefits	680.00	290.09	2,550.00	_____
01-4012-1180	Benefits - Other	60.00	41.46	62.00	_____
01-4012-3000	Allocated Expenses	5,760.00	0.00	6,890.00	_____
01-4012-3050	Council Accomod/Travel/Meals/Per c	0.00	2,431.60		_____
01-4012-3065	Council Mileage - Cavan Ward	0.00	471.04		_____
01-4012-3075	Council Seminars & Conferences - C	0.00	1,765.53		_____
01-4012-3435	Materials and Supplies	0.00	38.58		_____

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4012-3440	Council Exp. - Public./Subscriptions	0.00	0.00		
01-4012-3510	Cellular Service	510.00	296.77	510.00	
Total Expense		25,819.00	23,968.89	29,438.00	
Total 4012 Council - Cavan Ward		25,819.00	23,968.89	29,438.00	
4013 Council - North Monaghan Ward					
Expense					
01-4013-1000	Council Wages	18,359.00	18,358.56	18,727.00	
01-4013-1120	Benefits – CPP	440.00	437.16	449.00	
01-4013-1130	Benefits – EHT	245.00	240.48	250.00	
01-4013-1155	Manulife Group Benefits	2,700.00	2,402.85	2,550.00	
01-4013-1180	Benefits - Other	60.00	45.23	62.00	
01-4013-3000	Allocated Expenses	3,860.00	0.00	6,890.00	
01-4013-3050	Council Accomod/Travel/Meals/Per c	0.00	819.08		
01-4013-3065	Council Mileage - North Monaghan V	0.00	505.19		
01-4013-3075	Council Seminars & Conferences - N	0.00	583.20		
01-4013-3435	Materials and Supplies	0.00	100.43		
01-4013-3440	Council Exp. - Public./Subscriptions	0.00	28.57		
01-4013-3510	Cell Phone Expense Reimbursemen	510.00	559.85	510.00	
Total Expense		26,174.00	24,080.60	29,438.00	
Total 4013 Council - North Monaghan Ward		26,174.00	24,080.60	29,438.00	
4014 Council - Millbrook Ward					
Expense					
01-4014-1000	Council Wages	18,359.00	18,358.56	18,727.00	
01-4014-1120	Benefits – CPP	440.00	436.78	449.00	
01-4014-1130	Benefits – EHT	245.00	240.33	250.00	
01-4014-1155	Manulife Group Benefits	4,990.00	4,331.61	4,800.00	
01-4014-1180	Benefits - Other	60.00	45.23	62.00	
01-4014-3000	Allocated Expenses	1,900.00	0.00	6,890.00	
01-4014-3050	Council Accomod/Travel/Meals/Per c	0.00	0.00		
01-4014-3065	Council Mileage - Millbrook Ward	0.00	0.00		
01-4014-3075	Council Seminars & Conferences - M	0.00	-57.89		
01-4014-3435	Materials and Supplies	0.00	0.00		
01-4014-3440	Council Exp. - Public./Subscrip - Mill	0.00	0.00		
01-4014-3510	Cellular Service	510.00	523.47	510.00	
Total Expense		26,504.00	23,878.09	31,688.00	
Total 4014 Council - Millbrook Ward		26,504.00	23,878.09	31,688.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4010	Council - Mayor	45,826.00	40,640.60	49,773.00	
01-4011	Council - Deputy Mayor	29,987.00	28,110.78	36,119.00	
01-4012	Council - Cavan Ward	25,819.00	23,968.89	29,438.00	
01-4013	Council - North Monaghan Ward	26,174.00	24,080.60	29,438.00	
01-4014	Council - Millbrook Ward	26,504.00	23,878.09	31,688.00	
Total Revenues:		0.00	0.00		
Total Expenses:		154,310.00	140,678.96	176,456.00	
Report Net:		154,310.00	140,678.96	176,456.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4120	CMNM Library Board Requisition	236,428.00	236,578.00	242,991.00	
01-4130	Ganaraska Conservation Authority Requisition	3,568.00	3,446.94	3,524.00	
01-4131	Kawartha Conservation Authority Requisition	4,597.00	4,597.00	4,761.00	
01-4132	Otonabee Region Conservation Authority Requisition	66,774.00	66,308.00	68,110.00	
01-4713	Millbrook Valley Trails	3,300.00	2,486.73	5,900.00	
01-4927	Downtown Revitalization Committee	10,000.00	4,303.83	5,000.00	
01-4940	Heritage Committee	0.00	0.00		
Total Revenues:		-10,063.00	-9,911.99	-13,845.00	
Total Expenses:		334,730.00	327,632.49	344,131.00	
Report Net:		324,667.00	317,720.50	330,286.00	

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 1 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
01-4300	Police Services Board	4,260.00	2,922.24	4,300.00	
01-4310	Police Services Contract	1,397,302.00	1,397,300.00	1,302,880.00	
01-4320	Community Policing/Ride Grant	-2,500.00	-3,438.21	-2,400.00	
Total Revenues:		-137,416.00	-140,585.70	-12,000.00	
Total Expenses:		1,536,478.00	1,537,369.73	1,316,780.00	
Report Net:		1,399,062.00	1,396,784.03	1,304,780.00	

Cavan Environmental Rate 2015

Final
Schedule A

	RTC	RTQ	2015 Tax Roll	2015 Tax Ratio	2015 Tax Rate Reduction	2015 Weighted Assessment	2015 Cavan Environmental Rate	2015 Taxes Raised
Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.	C	F	214,250	1.0986	1	235,375	0.00014179	30.38
Commercial, PIL ; Full Excess Land	C	V	51,200	1.0986	0.7	39,374	0.00009926	5.08
Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	C	J	264,375	1.0986	0.7	203,310	0.00009926	26.24
Commercial, Taxable At The Full Rate.	C	T	12,647,691	1.0986	1	13,894,753	0.00014180	1,793.44
Commercial taxable: Excess land	C	U	900,582	1.0986	0.7	692,566	0.00009926	89.39
Commercial, Taxable At The Vacant Land Rate.	C	X	527,302	1.0986	0.7	405,506	0.00009926	52.34
commercial payment in lieu full vacan land	C	Y	91,000	1.0986	0.7	69,981	0.00009926	9.03
Commercial payment in lieu general vacant land	C	Z	208,000	1.0986	0.7	159,956	0.00009926	20.65
New Construction Commercial: Full No Support Exempt	X	T	257,083	1.0986	1	282,431	-	-
Farmland, Taxable At The Full Rate.	E	T	21,891,273	0	0	-	-	-
Industrial, Taxable, Shared Payment-In-Lieu (Not Pil But Shared As If It Was)	F	T	98,907,133	1	0.25	24,726,783	0.00003227	3,191.73
Industrial, Taxable At The Full Rate.	I	H	74,000	1.5432	1	114,197	0.00019918	14.74
Industrial, Taxable At The Vacant Land Rate. Excess Land	I	T	2,181,041	1.5432	1	3,365,782	0.00019918	434.42
Industrial, Taxable At The Vacant Land Rate.	I	U	217,157	1.5432	0.65	217,826	0.00012947	28.12
Pipeline Taxable: Full	I	X	54,500	1.5432	0.65	54,668	0.00012947	7.06
Multi-Residential Taxable: Full	P	T	4,616,407	1	0.9386	4,332,960	0.00012115	559.28
Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).	M	T	-	1	1.7802	-	0.00022977	-
Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	R	G	490,250	1	1	490,250	0.00012907	63.28
Residential, Taxable At The Full Rate.	R	P	209,000	1	1	209,000	0.00012907	26.98
Managed Forest, Taxable At The Full Rate.	R	T	605,790,092	1	1	605,790,092	0.00012907	78,189.33
	T	T	3,105,715	1	0.25	776,429	0.00003227	100.21
			<u>\$ 752,698,051</u>			<u>656,061,238</u>		<u>84,641.69</u>

2015 Budget Requirement	\$ 84,676.00
2014 (Surplus)/Deficit	\$ -
Amount to be raised by taxes	\$ 84,676.00
Weighted Assessment	656,061,238.17
Tax Rate	0.000129
Taxes per 100,000 Residential Assessment	\$ 12.91

2014	\$ 12.22
2015	\$ 12.91
% inc	5.62%
\$ inc	\$0.69

Millbrook Environmental Rate 2015

Final
Schedule B

	RTC	RTQ	2015 Roll Total	2015 Tax Ratio	2015 Tax Rate Reduction	2015 Weighted Assessment	2015 Millbrook Environmental Rate	2015 Taxes Raised
Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.	C	F	124,000	1.0986	1	136,226	0.000486350	60.31
Commercial, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates). USE REGULAR RATE NOT VACANT	C	G	920,875	1.0986	1	1,011,673	0.000486350	447.87
Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	C	J	-	1.0986	0.7	-	0.000340450	-
Commercial, Taxable At The Full Rate.	C	T	20,275,114	1.0986	1	22,274,240	0.000486350	9,860.80
Commercial taxable: Excess land	C	U	7,450	1.0986	0.7	5,729	0.000340450	2.54
Commercial, Taxable At The Vacant Land Rate.	C	X	637,500	1.0986	0.7	490,250	0.000340450	217.04
New Construction Commercial: Full	X	T	1,668,273	1.0986	1	1,832,765	0.000486350	811.36
commercial payment in lieu full vacan land	C	Y	-	1.0986	0.7	-	0.000340450	-
Commercial payment in lieu general vacant land	C	Z	-	1.0986	0.7	-	0.000340450	-
Exempt	E		6,836,618	0	0	-	0.000000000	-
Farmland, Taxable At The Full Rate.	F	T	43,250	1	0.25	10,813	0.000110680	4.79
Industrial, Taxable, Shared Payment-In-Lieu (Not Pil But Shared As If It Was)	I	H	-	1.5432	1	-	0.000683170	-
Industrial, Taxable At The Full Rate.	I	T	78,250	1.5432	1	120,755	0.000683170	53.46
Industrial, Taxable At The Vacant Land Rate. Excess Land	I	U	-	1.5432	0.65	-	0.000444060	-
Industrial, Taxable At The Vacant Land Rate.	I	X	-	1.5432	0.65	-	0.000444060	-
Pipeline Taxable: Full	P	T	186,476	1	0.9386	175,026	0.000415520	77.48
Multi-Residential Taxable: Full	M	T	2,934,750	1	1.7802	5,224,442	0.000788090	2,312.85
Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).	R	G	-	1	1	-	0.000442700	-
Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	R	P	-	1	1	-	0.000442700	-
Residential, Taxable At The Full Rate.	R	T	130,536,444	1	1	130,536,444	0.000442700	57,788.48
Managed Forest, Taxable At The Full Rate.	T	T	-	1	0.25	-	0.000110680	-
			<u>\$ 164,249,000</u>			<u>161,818,364</u>		<u>71,636.97</u>

164,249,000

2015 Budget Requirement	\$ 71,636.00
2014 (Surplus)/Deficit	\$ -
Amount to be raised by taxes	\$ 71,636.00
Weighted Assessment	161,818,364.31
Tax Rate	0.000443
Taxes per 100,000 Residential Assessment	\$ 44.27

2014	\$42.92
2015	\$ 44.27
% inc	3.14%
\$ inc	\$1.35

North Monaghan Environmental Rate 2015

Final
Schedule C

	RTC	RTQ	2015 Roll Total	2015 Tax Ratio	2015 Tax Rate Reduction	2015 Weighted Assessment	2015 Monaghan Environmental Rate	2015 Taxes Raised
Commercial, , Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The Full Rate.	C	F	-	1.0986	1	-	0.00033093	-
Commercial, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates). USE REGULAR RATE NOT VACANT	C	G	432,250	1.0986	1	474,870	0.00033093	143.04
Commercial, Taxable vacan land shared, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	C	J	-	1.0986	0.7	-	0.00023165	-
Commercial, Taxable At The Full Rate.	C	T	40,962,851	1.0986	1	45,001,788	0.00033093	13,555.81
Commercial taxable: Excess land	C	U	360,293	1.0986	0.7	277,073	0.00023165	83.46
Commercial, Taxable At The Vacant Land Rate.	C	X	541,320	1.0986	0.7	416,286	0.00023165	125.40
commercial payment in lieu full vacan land	C	Y	-	1.0986	0.7	-	0.00023165	-
Commercial payment in lieu general vacant land	C	Z	-	1.0986	0.7	-	0.00023165	-
Exempt	E		19,546,691	0	0	-	-	-
Farmland, Taxable At The Full Rate.	F	T	10,636,899	1	0.25	2,659,225	0.00007531	801.03
Industrial, Taxable, Shared Payment-In-Lieu (Not Pll But Shared As If It Was)	I	H	-	1.5432	1	-	0.00046486	-
Industrial, Taxable At The Full Rate.	I	T	2,930,913	1.5432	1	4,522,985	0.00046486	1,362.45
Industrial, Taxable At The Vacant Land Rate. Excess Land	I	U	273,500	1.5432	0.65	274,342	0.00030216	82.64
Industrial, Taxable At The Vacant Land Rate.	I	X	910,125	1.5432	0.65	912,928	0.00030216	275.00
Pipeline Taxable: Full	P	T	1,315,993	1	0.9386	1,235,191	0.00028273	372.07
Multi-Residential Taxable: Full	M	T	-	1	1.782	-	0.00053679	-
Residential, Exempt From Taxation, But Eligible For Payment-In-Lieu Of Taxes At The General Rate Only (No School Rates).	R	G	704,254	1	1	704,254	0.00030123	212.14
Residential Taxable Tenant Of Provincially Owned Property, Subject To Payment-In-Lieu Of Taxes At The Full Rate.	R	P	-	1	1	-	0.00030123	-
Residential, Taxable At The Full Rate.	R	T	141,659,911	1	1	141,659,911	0.00030123	42,671.98
Managed Forest, Taxable At The Full Rate.	T	T	26,000	1	0.25	6,500	0.00007531	1.96
			<u>\$ 220,301,000</u>			<u>198,145,353</u>		<u>59,687.00</u>

2015 Budget Requirement	\$ 59,687.00
2014 (Surplus)/Deficit	\$ -
Amount to be raised by taxes	\$ 59,687.00
Weighted Assessment	198,145,352.67
Tax Rate	0.000301
Taxes per 100,000 Residential Assessment	\$ 30.12

2014	\$29.71
2015	\$ 30.12
% inc	1.39%
\$ inc	\$0.41



The Township of Cavan Monaghan Capital Requests in 2015 Final

Capital Item Requested (Need)	Requested Purchases	Reserve/ Other Funding Available	Transfers to Specific Reserves	Transfers to GENERAL Reserve	2014 Roll Overs	Transfers in Asset Replacement Reserve	Adjusted Total
Finance							
Fire Department (Asset Replacement Reserve - PSAB)						\$112,000	\$112,000
Roads & Environmental Department (Asset Replacement Reserve - PSAB)						\$1,190,000	\$1,190,000
Economic & Community Development Department (Asset Replacement Reserve - PSAB)						\$174,000	\$174,000
Building Department (Asset Replacement Reserve - PSAB)						\$800	\$800
Computer IT (Bal. from \$40K in 2014)	\$19,000	(\$5,600)			(\$13,400)		\$0
Total Asset Replacement Reserve	\$19,000	(\$5,600)	\$0	\$0	(\$13,400)	\$1,476,800	\$1,476,800
	<i>2014 Capital Request Adjusted Total (PSAB)</i>						\$ 1,507,300
Fire Protection							
2015 Tandem (Bal. from \$300K T4-94 in 2014)	\$59,122				(\$59,122)		\$0
Bunker Gear	\$10,000					(\$10,000)	\$0
Trash Pumps	\$8,000	(\$8,000)					\$0
Fire Hoses	\$15,000	(\$15,000)					\$0
Design Concept Fire Hall	\$54,000				(\$29,800)		\$24,200
SRU Team (Training)			\$5,000				\$5,000
Total Protective Services	\$146,122	(\$23,000)	\$5,000	\$0	(\$88,922)	(\$10,000)	\$29,200
	<i>2014 Capital Request Adjusted Total (Fire)</i>						\$85,000
Roads and Environmental Services							
Centennial Lane	\$300,000	(\$240,000)					\$60,000
Hayes Line Resurfacing (PW 2014-17)	\$174,000	(\$174,000)					\$0
LED Street Lights	\$97,000					(\$97,000)	\$0
Cross Road Culverts (Dranoel Road) w/Kawartha Lakes	\$80,000	(\$40,000)					\$40,000
Chalice Line (Surface Treatment) w/Port Hope	\$140,000	(\$70,000)					\$70,000
Cross Road Culverts (Whittington Drive)	\$50,000						\$50,000
King Street Upgrades	\$20,000						\$20,000
Pre-Engineering	\$5,000						\$5,000
Sidewalks	\$5,000						\$5,000
Slurry Seal (extend road life 5 yrs)	\$100,000						\$100,000
Total Roads and Environmental	\$971,000	(\$524,000)	\$0	\$0	\$0	(\$97,000)	\$350,000
	<i>2014 Capital Request Adjusted Total (Roads & Environmental Services)</i>						\$352,800
Planning and Building							
Official Plan Appeal Resolution	\$100,000						\$100,000
Zoning By-law Update	\$100,000	(\$100,000)					\$0
Brookfield Comprehensive Review	\$100,000	(\$100,000)					\$0
Development Charges By-law Update	\$30,000	(\$30,000)					\$0
Total Planning & Building	\$330,000	(\$230,000)	\$0	\$0	\$0	\$0	\$100,000
	<i>2014 Capital Request Adjusted Total (Planning & Building)</i>						\$75,000
Economic & Community Development							
Signage - TODD (Highway Signs)	\$15,000						\$ 15,000
Bruce Johnston Library Foundation Upgrades (Water)	\$25,000						\$25,000
Old Fire Hall Doors (Bal. from \$10K in 2014)	\$6,400				(\$6,400)		\$0
Maple Leaf Park Field Screenings	\$8,000						\$8,000
Maple Leaf Park Playground Equipment Border	\$12,000						\$12,000
Total Economic & Community Development	\$66,400	\$0	\$0	\$0	(\$6,400)	\$0	\$60,000
	<i>2014 Capital Request Adjusted Total (ECD)</i>						\$307,742
Community Grants							
Community Grants	\$54,500						\$54,500
Total Economic & Community Development	\$54,500	\$0	\$0	\$0	\$0	\$0	\$54,500
Total Cost: Purchases / Reserves / Transfers	\$1,587,022	(\$782,600)	\$5,000	\$0	(\$108,722)	\$1,476,800	
	Total Capital Requests						\$3,068,822
	Less: 2014 Capital Roll Over						(\$108,722)
	Total 2015 Capital Expenditures						\$2,960,100
	Reserve/Other Funding to Offset Capital						(\$889,600)
	Casino - Reserves for Asset Replacement Reserve						(\$1,476,800)
	Funded through the Municipal Tax Levy						(\$593,700)

General Ledger

Revenue and Expense Working Current Budget Report

Fiscal Year 2015 To Period 12 by Department

Account	Description	2014 Total Budget	2014 Actual	Proposed Budget	Final Budget
03-4800	Water Wastewater Administration	54,153.00	48,429.03	73,878.00	
03-4809	Pumping Station	13,400.00	9,854.87	10,100.00	
03-4810	Millbrook Wastewater Plant	319,800.00	295,704.81	315,800.00	
03-4811	Wastewater Collection System	34,500.00	28,468.72	38,500.00	
03-4813	Contribution to/from Water Reserve	0.00	0.00		
03-4815	Contribution to/from Wastewater Reserve	108,807.00	173,254.96	121,042.00	
03-4818	Wastewater Revenue	-395,000.00	-418,626.90	-431,000.00	
03-4819	Water Revenue	-280,000.00	-278,061.32	-293,000.00	
03-4820	Water & Wastewater Other Income	-29,600.00	-20,181.82	-14,200.00	
03-4830	Millbrook Water - Distribution System	47,500.00	44,580.69	48,500.00	
03-4831	Millbrook Water - Treatment & Supply	141,835.00	131,814.79	148,380.00	
03-4833	Millbrook Water - Standpipe Tower	7,405.00	3,038.05	4,000.00	
03-8001	Bulk Water Sale	-22,800.00	-18,275.88	-22,000.00	
Total Revenues:		-714,205.00	-653,251.99	-732,520.00	
Total Expenses:		714,205.00	653,251.99	732,520.00	
Report Net:		0.00	0.00		



**The Township of Cavan Monaghan
Water & Wastewater
Capital Requests in 2015
Final**

Capital Item Requested		Requested Purchases	2014 Roll Overs	Transfer to/from W & WW Reserve
Water Wastewater Administration				
Remote Meter Read (Phase 1 of 2, 50% Allocation)	04-4800-3911	50,000		-50,000
Total Water Distribution System		50,000	\$0	(\$50,000)
Water Distribution System				
OCWA Provision for Capital	04-4830-4100	250,000	-217,900	-32,100
Hydrants Provision	04-4830-4100	20,000	-18,900	-1,100
King Street Watermain Replacement	04-4830-4100	300,000	-179,200	-120,800
Centennial Lane Reconstruction	04-4830-4100	200,000		-200,000
Total Water Distribution System		770,000	(\$416,000)	(\$354,000)
Water Treatment				
VFD Pump	04-4831-3911	20,000		-20,000
Total Water Treatment		20,000	\$0	-20,000
Total Water Capital		\$840,000	(\$416,000)	(\$424,000)
Wastewater Collection System				
Centennial Lane Reconstruction	04-4811-4100	300,000		-300,000
Wastewater Collection System		\$300,000	\$0	(\$300,000)
Total Wastewater Capital		\$300,000	\$0	\$0 (\$300,000)
Total Water and Wastewater Capital		\$1,140,000	(\$416,000)	\$0 (\$724,000)



The Township of Cavan Monaghan
 Millbrook Expansion Project (BCF)
 Capital Requests in 2015

Final

Capital Item Requested		Requested Purchases	2014 Roll Overs	Transfer to/from BCF Funding
Pumping Station				
Engineering	09-4809-4101	30,000	-30,000	0
Construction		110,000	-110,000	0
Total Pumping Station		\$140,000	(\$140,000)	\$0
Millbrook Wastewater Treatment Plant				
Wastewater Treatment Plant Upgrade Engineering	09-4810-4101	954,000		-954,000
Wastewater Treatment Plant Upgrade Construction	09-4810-4100	11,493,500	-2,730,600	-8,762,900
Legal Services	09-4810-3100	100,000		-100,000
Total Millbrook Wastewater Treatment Plant		\$12,547,500	(\$2,730,600)	(\$9,816,900)
Wastewater Collection System				
Water Main on Tupper Street Engineering	09-4811-4101	58,500		-58,500
Water Main on Tupper Street Construction	09-4811-4100	712,250	-2,900	-709,350
Total Wastewater Collection System		\$770,750	(\$2,900)	(\$767,850)
Millbrook Water - Distribution System				
Wastewater Trunk System on Tupper Street Engineering	09-4830-4101	58,500		-58,500
Wastewater Trunk System on Tupper Street Construction	09-4830-4100	712,250	-53,200	-659,050
Total Millbrook Water - Distribution System		\$770,750	(\$53,200)	(\$717,550)
Millbrook Water - Standpipe Tower				
Engineering	09-4833-4101	185,000		-185,000
Construction	09-4833-4100	1,679,000	-960,000	-719,000
Booster Pumping Station	09-4833-3911	500,000		-500,000
Total Millbrook Water - Standpipe Tower		\$2,364,000	(\$960,000)	(\$1,404,000)
Total Millbrook Expansion Project Capital		\$16,593,000	(\$3,886,700)	(\$12,706,300)



Regular Council Meeting

To:	Mayor and Council
Date:	February 16, 2015
From:	Karen Ellis, Planning Department
Report Number:	Planning 2015-08
Subject:	MacGregor – Removal of Holding Symbol from R3-3-h Zone

Recommendation:

That By-law No. 2015-14 be approved to remove the holding symbol attached to the Residential Type Three Exception Three Holding (R3-3-h) Zone on lands at 28 Tupper Street in Millbrook.

Overview:

At the direction of an Ontario Municipal Board decision dated July 18, 2014, the Council of the Township of Cavan Monaghan, approved By-law No. 2014-39 on August 5, 2014 to rezone lands at 28 Tupper Street in Concession 5, Part Lot 1, East Tupper, South Bank of the Millbrook Ward. A key map showing the location of the subject lands is provided as Attachment No. 1 to this Report.

The zoning amendment was required to permit the establishment of a triplex on the subject property. As approved, By-law No. 2014-39 rezoned the subject property from the Residential Type One (R1) Zone to the Residential Type Three Exception Three Holding (R3-3-h) Zone. Once the holding symbol has been removed, the regulations of the Residential Type Three Exception Three (R-3-3) Zone will apply to the property.

The holding symbol attached to the Residential Type Three Exception Three Holding (R3-3-h) Zone may be removed only when the following conditions are met:

1. The Township receives a professional engineer's report confirming that each of the dwelling units satisfied the Ontario Building Code and the Ontario Fire Code; and
2. The applicant received an entrance permit from the Township of Cavan Monaghan for the driveway widening.

The requirement for the engineer's report was included in the holding provisions because much of the work on the three dwelling units had been completed without the benefit of a building permit or inspections by Township Staff. Subsequent to the zoning by-law amendment process, the property owner worked with Township Staff to obtain proper building permits and complete all necessary changes to bring the units into compliance with the Ontario Building and Fire Codes. The Chief Building Official is now satisfied that all three of the dwelling units meet the Ontario Building and Fire Codes. As such, an engineer's report is not required.

The property owner applied for and received an entrance permit from the Township. The driveway widening has been completed to the Township's satisfaction.

Financial Impact:

None at this time.

Attachments:

Attachment No. 1: Key Map
Attachment No. 2: By-law No. 2015-14

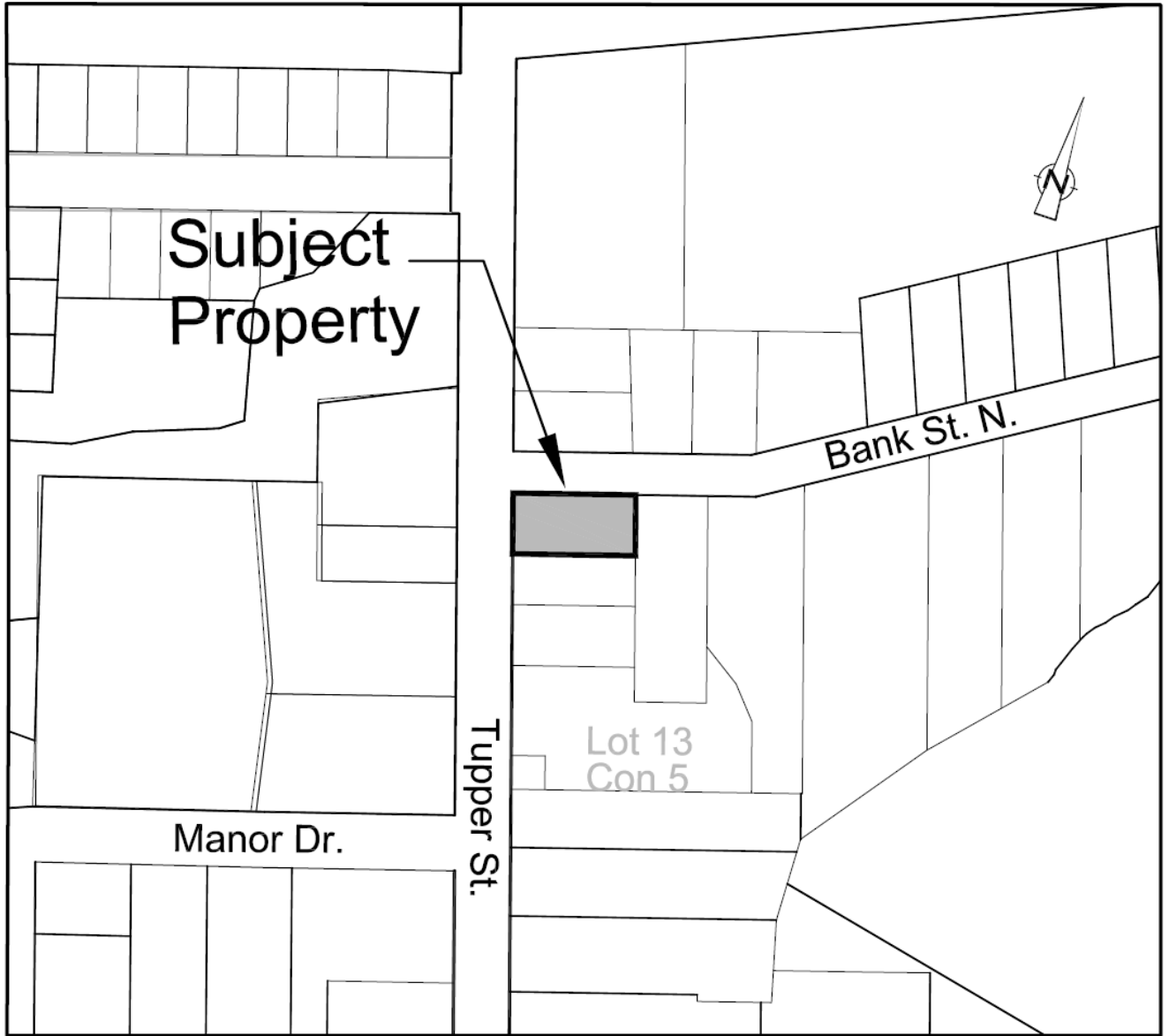
Respectfully Submitted by,

Reviewed by,

Karen Ellis
Director of Planning

Yvette Hurley
Chief Administrative Officer

Attachment No. 1: Key Map



Attachment No. 2: By-law No. 2015-14

**The Township of Cavan Monaghan
By-law No. 2015-14**

Being a by-law to remove the (h) symbol from By-law No. 2004-62, as amended, related to the lands described as 28 Tupper Street in Concession 5, Part Lot 1, East Tupper, South Bank of the Millbrook Ward of the Township of Cavan Monaghan.

Whereas the Council of the Township of Cavan Monaghan, by By-law No. 2014-39, zoned certain lands described as 28 Tupper Street in Concession 5, Part Lot 1, East Tupper, South Bank of the Millbrook Ward, as subject to a Holding (h) symbol to be removed upon certain conditions.

And Whereas the conditions for the removal of the Holding (h) symbol have now been satisfied.

And Whereas a Notice of Intention to remove a Holding (h) symbol was, pursuant to Section 36(4) of the Planning Act, R.S.O., 1990, as amended, circulated to all assessed persons within 120 metres of the subject lands by first class pre-paid mail.

Now Therefore, the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the Holding (h) symbol incorporated for lands described as 28 Tupper Street in Concession 5, Part Lot 1, East Tupper, South Bank of the Millbrook Ward, in Zoning By-law No. 2004-62, as amended, is hereby removed.

Read a first, second and third time and passed this 16th day of February, 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk



Regular Council Meeting

To:	Mayor and Council
Date:	February 16 , 2015
From:	Brigid Ayotte – Economic & Community Development Coordinator
Report Number:	ECD – 2015-03
Subject:	Sustainable Peterborough Climate Change Action Plan

Recommendation:

That Council pass the attached resolution to join the Federation of Canadian Municipalities Partners for Climate Protection Program in support of Sustainable Peterborough.

Overview:

In April 2012, the Greater Peterborough Area Community Sustainability Plan (SP) was adopted by all 12 community partners (City, County, 8 Townships, and 2 First Nations). A copy of report ECD 2012-13, (attachment 2) presented to Council on April 16, 2012 is attached to this report.

One of the goals of the SP is to look at ways to reduce our local contribution to climate change while increasing adaptation to climate change conditions. Specifically, the Priority Action outlined in the Plan is to become members in the Partners for Climate Protection Program and to create a plan with the purpose of reducing greenhouse gas emissions. The Federation of Canadian Municipalities (FCM) and ICLEI – Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program. The PCP program is a network of Canadian municipal governments that have committed to reducing greenhouse gases (GHG) and to acting on climate change. Membership is free and provides municipalities with access to a wealth of information and planning tools centred on five milestone processes to reducing GHG. These milestones are as follows:

- Milestone 1: Creating a greenhouse gas emissions inventory and forecast
- Milestone 2: Setting an emissions reduction target
- Milestone 3: Developing a local action plan
- Milestone 4: Implementing the local action plan or set of activities
- Milestone 5: Monitoring the progress and reporting results.

Peterborough Economic Development (PED) is the project host, on behalf of Sustainable Peterborough, securing \$175,000 over two years from the FCM Green Municipal Fund and \$225,000 over three years from the Ontario Trillium Foundation.

The City of Peterborough, being the lead municipality, contributed the required 10% cash contribution of \$44,500 for this project.

The funding has been used to hire a Consulting Team consisting of LURA Consulting, Local Governments for Sustainability (ICLEI) Canada, and GreenUP who will develop individual plans, structured around the PCP milestone process listed above, for the County, each of the Townships, the City, and the two First Nations in the GPA. Each plan will address both our corporate operations and our community, aiming to reduce GHG emissions and better prepare for climate change.

The Consulting Team will work with each local government to develop a baseline inventory of our corporate and community GHG emissions, set targets for reduction, and develop an action plan. Completion of the PCP inventory and planning process allows us to meet reporting requirements for energy conservation planning set out in the Green Energy Act. Much of the data required for this project is currently being collected as part of our own Energy Management and Demand Management Plan (attachment 3), approved by Council Wednesday July 2nd, 2014.

As Sustainable Peterborough moves forward with this project they are requesting that Council pass the attached (attachment 2) resolution to join FCM – Partners for Climate Protection Program.

Financial Impact:

None at this time.

Attachments:

1. Partners for Climate Protection Plan Council Resolution
2. ECD 2012-13 – Sustainable Peterborough
3. Energy Conservation and Demand Management Plan – June 2014

Respectively Submitted by:

Brigid Ayotte
Economic & Community Development Coordinator

Kyle Phillips
Chief Building Official & Bylaw
Enforcement Officer

Reviewed by:

Yvette Hurley
Chief Administrative Officer

**Council Resolution to
Join the FCM–ICLEI (Local Governments for Sustainability)
Partners for Climate Protection Program**

WHEREAS the Federation of Canadian Municipalities (FCM) and ICLEI–Local Governments for Sustainability have established the Partners for Climate Protection (PCP) program to provide a forum for municipal governments to share their knowledge and experience with other municipal governments on how to reduce GHG emissions;

WHEREAS the Township of Cavan Monaghan has developed an Energy Conservation and Demand Management Plan with the defined goals of:

- To improve the energy efficiency of our facilities by utilizing best practices to reduce our operating costs, energy consumption and greenhouse gas emissions.
- To maximize fiscal resources through direct and indirect energy savings.
- To reduce the environmental impact of Township operations.
- To improve the reliability of Township equipment and reduce maintenance.

WHEREAS the PCP program is based on a five-milestone framework that involves completing a GHG inventory and forecast, setting a GHG reduction target and vision, developing a local action plan, implementing the plan, and monitoring progress and reporting results;

BE IT RESOLVED that the municipality of the Township of Cavan Monaghan communicate to FCM its participation in the PCP program and its commitment to help in achieving the milestones set in the PCP five-milestone framework;

BE IT RESOLVED that the municipality of the Township of Cavan Monaghan will share data with the Consulting Team (ICLEI Canada) on actual electricity and fuel consumption, and other indicators if needed to create a baseline profile.

BE IT FURTHER RESOLVED that the municipality of Township of Cavan Monaghan contribute to the planning efforts of this program by participating on the Corporate Stakeholder Committee (CSC) by appointing Brigid Ayotte, Economic & Community Development Co-ordinator to oversee implementation of the PCP milestones and be the point of contact for the PCP program within the municipality.

_____ Signature

_____ Date

Greater Peterborough Area Community Sustainability Plan

sustainable
Peterborough



March 2012

“Let's raise our eyes beyond the conventional horizon of a year and ask, What kind of world would we like to have in a generation?” – David Suzuki

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The preparation of this sustainable community plan was carried out with assistance from the Green Municipal Fund, a Fund financed by the Government of Canada and administered by the Federation of Canadian Municipalities. Notwithstanding this support, the views expressed are the personal views of the authors, and the Federation of Canadian Municipalities and the Government of Canada accept no responsibility for them.

This plan was prepared by Lura Consulting, in association with Grant Consulting and Hardy Stevenson and Associates Limited, under the direction of the Sustainable Peterborough Steering and Community Committee.



FOREWORD

The Sustainable Peterborough Steering and Community Committees are pleased to deliver the Sustainable Peterborough Plan. Throughout this process we have been concerned with the growing environmental issues facing the planet. We have also realized that our social, cultural and economic development is intricately linked to the environmental challenges facing the City, County, Townships and First Nations in the Greater Peterborough Area. We started our journey with a question: how can we best balance our community's development needs in the face of rising global temperatures, disappearing natural resources, and deteriorating air, water and soil quality?

Sustainable Peterborough has become the vehicle to help the Greater Peterborough Area lay a foundation for present and future action. All local municipalities have joined the process. The City of Peterborough agreed to sponsor the Plan while the Greater Peterborough Area Economic Development Corporation hosted the work. The funders supported excellent consultation through the Lura team. They, in turn, engaged the community to inform and direct the Plan.

Themes, Strategic Directions and first step *Priority Actions* came directly from County and City participants in the process. Supporting documents were created to help all of us move forward, including: a *Current Conditions* Report (Appendix E) to identify what we are already doing; a 'Sustainability Lens' to guide future decisions; '*Priority Actions*' to identify "quick wins" for change; as well as a '*Toolbox*' and other supporting materials. Throughout, our Committee members offered their guidance, expert knowledge, and active support for this process through the four years of the planning and delivery of the Integrated Community Sustainability Plan.

As with any 'Plan', we recognize that this is a snapshot in time of local awareness and engagement on this complicated issue. We understand that increasing global temperatures and its negative link to fossil fuel consumption challenge us to make sustainable energy choices and to increase our conservation efforts. We know that this Sustainability Plan must change and grow with our own education and commitment.

Through the approval process, we will be asking the City, the County, the Townships and the First Nations to adopt this plan and to mould it to suit their needs. We encourage them to review all their planning documents, including their Official Plans, to reflect the need for sustainability. We also extend an open invitation to *Community Partners* – institutions, businesses, organizations and individuals to adopt aspects of the Plan but also encourage them to push the Plan further on the road to sustainability. We will seek to refresh this Plan every four years as new municipal Councils are elected.

Thank you for reading the *Community Sustainability Plan* and for taking your place in it. We look forward to building a healthier community together.

Ken Doherty and Linda Slavin, Co-Chairs of Sustainable Peterborough

Acknowledgements

We would like to thank the following people and organizations that contributed their time, funding, and/or ideas to create the Sustainable Peterborough Plan:

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Participants in the Community Cafes – August 2011 and November 2011

Participants in Places & Spaces Conversations – March 2011 – February 2012

Participants on the Sustainable Peterborough Blog, Facebook, and Twitter – January 2011 – February 2012

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- City of Peterborough
- Community Foundation of Greater Peterborough
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- Ontario Trillium Foundation
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1. WHY SUSTAINABILITY IN PETERBOROUGH?

Our Sustainable Community Plan

Sustainable Peterborough...Our Future, Our Legacy. Our community, the Greater Peterborough Area, has undertaken an exciting journey towards sustainability. The development of our Integrated Community Sustainability Plan – *Sustainable Peterborough* – has been a collaborative endeavour that has taken us 18 months, and is the starting point of an even longer journey. This Plan establishes our 25-year *Vision* for our region, as defined by our community, and sets *Goals, Strategic Directions, and Priority Actions* to foster healthy environments, people, and economies. It guides the reduction of environmental impacts, strengthens our social and cultural networks, and increases our economic prosperity. Sustainable Peterborough is more than a plan; it captures our community values and is a way to advance those values through action, moving us towards a sustainable future. It encourages all community members to keep our shared values in mind and to think and act sustainably.

Sustainable Peterborough encompasses the twelve communities within the Greater Peterborough Area. This includes the City of Peterborough, County of Peterborough, Asphodel-Norwood, Cavan Monaghan, Curve Lake First Nation, Douro-Dummer, Galway-Cavendish & Harvey, Havelock-Belmont-Methuen, Hiawatha First Nation, North Kawartha, Otonabee-South Monaghan, and Smith-Ennismore-Lakefield.

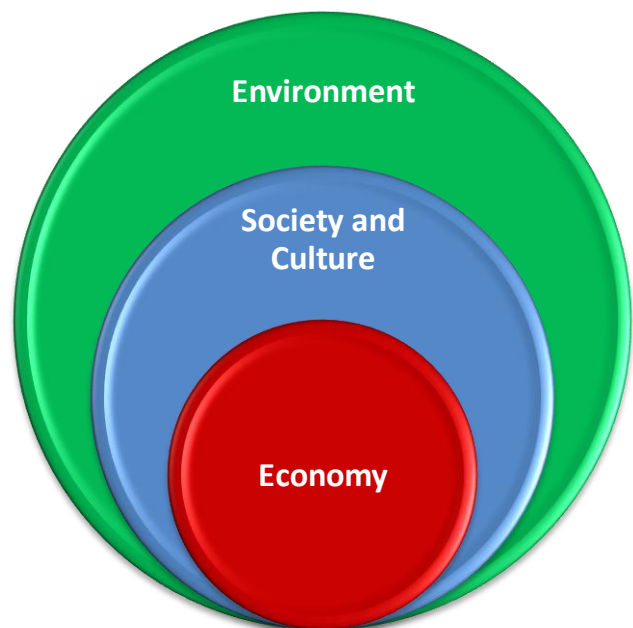
This Plan is unique in the sense that its applicability extends beyond just municipalities and First Nations. The Sustainable Peterborough Plan seeks to integrate our *Vision* of sustainability into municipal, institutional, and business operations, community actions and initiatives, and everyday decision-making in a practical and realistic way that addresses areas of importance to all members of the Greater Peterborough Area. This is important because sustainability cannot be pursued in isolation. Collective action from all community members translates into meaningful progress toward our *Vision* of sustainability.

Why Sustainability?

Sustainability is a widely used term that has different meaning for all communities. For Sustainable Peterborough, we have adopted the commonly used definition of sustainable development, coined in the 'Our Common Future' report stemming from the United Nations-convened World Commission on Environment and Development in 1987:

“Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.”

Sustainability seeks to find a balance between environmental, socio-cultural, and economic pillars, in recognition of the fact that social and economic development is bound by environmental constraints. Sustainability is also about maintaining what makes us, us. It's about identifying our values and sustaining those for our future generations to



also enjoy. Sustainable Peterborough identifies what we love about our communities and works to mitigate threats to our future, such as climate change, as part of our long-term vision of sustainability. Most importantly, our Plan will help us to begin taking more action. Change will not be accomplished right away; it will take years and even decades. As time passes, goals and strategies can be updated, they can become more ambitious as we progress. Decision-making can become easier, and sustainability the norm.

Sustainability seeks to find a balance between environmental, socio-cultural, and economic pillars, in recognition that social and economic development is bound by environmental constraints.

Climate change is expected to have significant and lasting changes in the distribution of our weather patterns globally and locally. Global temperatures have been rising in recent decades. Southern Ontario is already experiencing an increase in mean temperature, more erratic weather patterns and greater variability in precipitation. These changes are expected to continue and intensify in the future. Indeed, Greater Peterborough Area communities have already experienced these impacts through flooding. Impacts could include more capacity demand for stormwater infrastructure, more flooding and property damage, more smog days, an increase in invasive species and a greater strain on our natural systems. These effects will impact our natural environment, our quality of life, and our economy.

The economy of the Greater Peterborough Area is also vulnerable to change. Its strengths lie in the municipal, university, schools and hospital sector, which is supported by strong local industries. However, changes in government policies, interest rates, fuel costs or the global economy have the potential to affect economic circumstances.

Peterborough performs well as a 'creative community'; with strong cultural and heritage grounds and a quality of life that attracts and keeps our residents. Even more opportunity exists to build on the festivals, events and attractions that make the Greater Peterborough Area a desirable place to live.

Sustainable Peterborough is the voice of thousands of people from all parts of the Greater Peterborough Area. It is a roadmap that portrays our community ideals and points to what we want to maintain and enhance over the next 25 years. This Plan conveys our *Vision*, sets our *Goals* for the *Theme* areas we consider most important, defines *Strategic Directions*, and identifies *Priority Actions*, as well as additional potential initiatives that support our *Goals* and *Strategic Directions*.

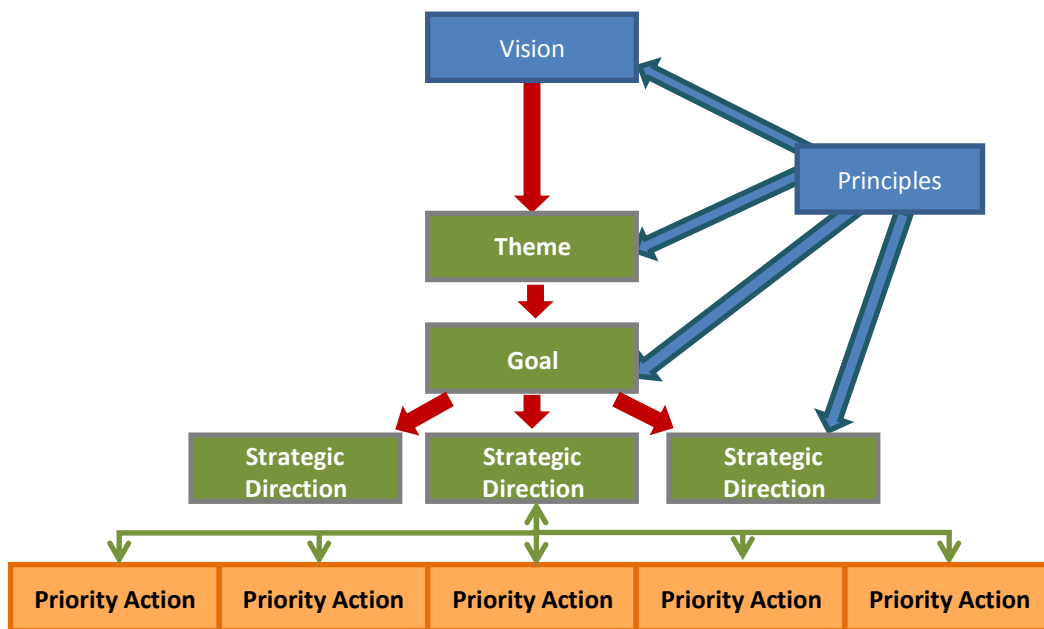
Sustainable Peterborough Framework

Each component of our Sustainable Peterborough Plan has been defined by our community. Each component is explained below:

- **Vision** – This is the overall vision for community sustainability in 25 years from now. All actions taken in the future should move the Greater Peterborough Area closer to its *Vision*.
- **Principles** – *Principles* provide our community and the Sustainable Peterborough team with guidance in developing our *Themes*, *Goals*, *Strategic Directions*, and *Priority Actions*, as well as guidance in future decision-making.
- **Themes** – A *Theme* is a specific focus area of Sustainable Peterborough that has emerged as an area of importance to our community and supports achievement of the overall *Vision*, such as energy, climate change, water, or economic development and employment. Each *Theme*

overlaps considerably with each of the three pillars. For example, developing a sustainable building would touch on energy, water, waste, transportation and land use planning.

- **Goals** – Describes what each *Theme* looks like if our *Vision* is achieved. The goal statement describes what success looks like in a sustainable future for this *Theme*, aligned with the *Vision* and ultimately the *Principles*. It generally takes the form of a statement of the highest aspirations and purpose for the community system combined with a number of long-term *Strategic Directions* that provide further detail.
- **Strategic Directions** – *Strategic Directions* are high level objectives that are intended to provide strategic guidance on moving from the *Current Condition* to the *Goal* developed for each *Theme*.
- **Priority Actions** – Certain actions have been identified as *Priority Actions* which, through consultation, have continuously been cited as projects or initiatives that should be the immediate focus for Sustainable Peterborough. *Priority Actions* are grouped under each of the *Themes*, which provide greater detail on potential activities and which of our community partners can help implement them (see Appendix A).



Within each *Theme* a number of additional potential initiatives have been identified that support the *Goal* and *Strategic Directions*; however, they did not emerge as *Priority Actions*. These potential initiatives have been derived from existing plans and strategies and suggested by our community. They are broken down into short-term and long-term actions and are set forth in Appendix B – List of Potential Initiatives.

Also included as part of our Plan is the *Sustainable Peterborough Toolbox* (Appendix C), which is a collection of approaches, programs and initiatives that can be adopted on a voluntary basis by different groups of people in the Greater Peterborough Area. It is intended as a resource to help everyone move towards our *Vision* for our sustainable community. Appropriate tools are identified to assist with each of our *Priority Actions*, as well as to support each of our *Themes*. The Plan also includes: the *Current Conditions Report* (Appendix E) – a snap-shot of the environmental, social/cultural and economic conditions of the Greater Peterborough Area, and a list of Funding Sources (Appendix H) in support of the implementation of the Plan.

2. HISTORY OF SUSTAINABILITY

The Greater Peterborough Area has a long history of sustainability, one which has earned us our strong reputation. Following on the heels of the much famed United Nations' report, 'Our Common Future', our first conversation on sustainability, the 'Our Common Future' forum was held in 1989. The forum brought over 200 community members together to discuss our collective future and share our vision and suggestions for local action. This forum produced a number of recommendations that were widely circulated and affected the creation and actions of local environmental groups. A follow-up forum was held in 1991. The City of Peterborough's Mayor, Sylvia Sutherland, responded positively to a community request and formed the Mayor's Committee on Sustainable Development that worked from 1990 to 1992 to further refine the agenda on sustainability and promote implementation by identifying priorities, increasing knowledge and awareness, and building stronger links between our citizens, organizations, businesses, and government.

In 1990, a sub-committee of the Mayor's Committee developed the Sustainable Development Task Force Report in collaboration with our community, identifying numerous recommendations to encourage action and provide further direction for the future. Peterborough Green-Up was established in 1992 as a result of the recommendations of the Task Force Report. Vision 2020, completed in 1996, brought key sustainability concepts to a wider business audience.

This was followed by the formation of the Peterborough Sustainability Network in 2000 by academics and environmental professionals to explore policy issues. By 2006, a small group of the Peterborough Sustainability Network members were meeting for breakfast monthly to try to capture the attention of key leaders in the region. The Network asked the Mayor to host other Members of Council as well as City and County staff in a workshop on sustainability in early 2007. The Councils of the City and County of Peterborough then decided to support a regional sustainability planning initiative beginning in 2007 involving City and County staff, environmentalists, retirees, educators, students, and members of the business community. The Prosperity Round Table also continued the discussion on sustainability amongst the business community.

In 2009, 'Sustainable Peterborough' received City of Peterborough project funding, complimented with additional funding from the Federation of Canadian Municipalities, Canada's Rural Partnership, the Ontario Trillium Foundation, and the Community Foundation of Greater Peterborough.

More than 20 years after the community's first conversation on sustainability, Lura Consulting, in association with Hardy Stevenson and Associates Limited and Grant Consulting, was hired to facilitate the development of the Sustainable Peterborough Plan. The Sustainable Peterborough Plan is the culmination of 18 months of collaboration, engagement, and hard work, marking the shift from planning to doing. For complete details on the planning process and what our community told us, please see Appendix D – *Developing Sustainable Peterborough through Community Collaboration*.



Sustainable Peterborough Project Team with members of the Community Committee in the GPAEDC Board Room.

3. OUR COMMUNITY SPEAKS

Community engagement and dialogue has always been the priority when discussing sustainability in the Greater Peterborough Area. Beginning with the 1989 'Our Common Future' forum, the table has long been set for collaborative approaches to finding solutions to our sustainability challenges and engraining our values into planning for the future. The development of the Sustainable Peterborough Plan has been no different.

From the outset, the direction was clear from all involved that the Sustainable Peterborough Plan was to be truly reflective of our community's shared values and priorities. Leading the development of Sustainable Peterborough was a *Steering Committee* and *Community Committee*, both of which represented various organizations with a diverse range of interests, all ten municipalities and both First Nations communities within the Greater Peterborough Area, and our community at large.

Over the 18 months of collaboratively building Sustainable Peterborough, 2,200 people directly participated in shaping our *Vision, Goals, Strategic Directions, and Priority Actions*. Additionally, thousands more had the opportunity to learn about Sustainable Peterborough and sustainability through community cafes, individual face-to-face conversations, places and spaces meetings, presentations, display booths, newspaper articles, radio and television coverage, as well as online through the Sustainable Peterborough Blog, Facebook and Twitter. We estimated that at least 20,000 Greater Peterborough Area community members were indirectly reached during the development of Sustainable Peterborough. Our community's response and level of engagement has been exceptional.



Sustainable Peterborough *visioning* glasses, which were later filled out by members of our community



Naomi Locke (left) and Smith-Ennismore-Lakefield Councillor Anita Locke (right) share their vision at the Lakefield Market.



Galway-Cavendish & Harvey Community Cafe at the Lakehurst Hall.

Engagement Mechanism	Total
Steering Committee and Community Committee Meetings	23
Municipal and First Nations Council Meetings	37
Presentations/discussions with community groups and businesses	59
Events attended	49
Community Cafes	23
Policy Charrette	1
Online	119 Facebook likes 657 Twitter followers >1,000 website views/month
Mail out to County Households	11,000 households received
One page information sheets handed out	Approximately 2,500
Media Coverage	29 Newspaper/Magazine Stories 4 Newspaper Ads 12 Newsletters 4 Radio Interviews/Stories 2 CHEX Stories
(Multiple) Emails sent to:	817 City/Police staff ~600 community members 60 area politicians 50 Groups/Organizations 23 Cottage Associations



Participants work through sustainability issues at the Policy Charrette.

4. WHAT ARE OUR COMMUNITY VALUES?

Our Principles

Our sustainability *Principles* have provided guidance in the development of this Plan and will continue to provide guidance in future decision-making. All recommendations and actions should refer back to these *Principles* to ensure that our community is moving towards our *Vision*. The following are our sustainability *Principles*:

- **Think Long-term** – Focus beyond short-term solutions on the steps we need to take to achieve our sustainability goals.
- **Look for Regional Solutions** – Work together to identify collective solutions to common problems.
- **Be Transparent and Accountable** – Track positive and negative changes in community sustainability, share the results, accept accountability, and continuously improve.
- **Be Innovative** – Look beyond the tried and true to new approaches that can be tested and implemented if feasible.
- **Adopt Simple, Understandable, and Doable Approaches** – Build on what we are doing, support individual agency and community-led initiatives, and focus on achievable next steps.
- **Adopt Financially Achievable Approaches** – Establish the payback timeframe, balance benefits with long-term costs, and look for innovative funding and financing options.
- **Engage Community Members** – Create and nurture long-term connections between individuals, community groups, institutions, businesses and local municipalities and First Nations.
- **Make a Commitment and Lead by Example** – As partners to this process, make a commitment to sustainability and show leadership within the community.
- **Be Inclusive** – Reach out to all communities within the Greater Peterborough Area, embrace diversity and use our understanding of collective needs to shape and influence our actions.
- **Be Creative** – Nurture and harness the creativity that lies within everyone to build a strong economy, cultural identity, and protection for our natural assets.

Cross Cutting Concepts

As our community provided input into the development of Sustainable Peterborough, it became clear that certain values, ideas, and concepts apply to all *Themes*.

Education

Education is a lifelong process and we should never stop learning. Learning, raising awareness, training, skills development, and formal education are all activities that have a common purpose: the development of human capacity.

Initially, participants in our Sustainable Peterborough *Charrette* considered making education either a theme on its own or a component of one of our other themes. We came to realize however, that education should be a consideration whenever we consider future action. As a result, education is implicit in every *Theme* and *Strategic Direction* in the Sustainable Peterborough Plan.

We can begin by raising awareness in the community by answering basic questions: What is the purpose of Sustainable Peterborough? How can we use Sustainable Peterborough? How can people get involved? This opens the door to more detailed questions about the *Themes*, our *Goals*, our *Strategic Directions*, *Priority Actions*, and how to use the *Sustainable Peterborough Toolbox*.

Specific programs of training, education or skills development can be considered for each *Theme*. Within K to 12 programs there are opportunities for teachers to focus on specific parts of sustainability, while universities and colleges can and do offer focused programs that are linked to each of the *Themes*. Organizations can offer training to employees, volunteers and members that can be focused or general, lasting days or less than an hour. Employment programs with skill building components can integrate sustainability throughout as we improve labour skills. Finally, lifelong learners should have opportunities to learn about sustainability in a variety of ways from self-directed learning to formal programs. Our goal is to integrate education into all of the programs and activities connected to Sustainable Peterborough.

Collaboration

Government cannot fund every single sustainability idea that makes sense, especially not municipal governments. Instead, we need to work together as *Community Partners* in order to realize the Greater Peterborough Area's *Vision* for sustainability. Collaboration is required for success.

Collaboration begins with recognizing the links between individuals, businesses, organizations and the community at large. It all begins with an individual agency which is acting as one person to undertake change. When people care enough to act they make a commitment to action that they can undertake themselves or in groups.

Generally, individuals use their networks to form or join larger groups. This grassroots, bottom up approach is an effective community development strategy that can be used to implement the strategic directions in the plan.

The Sustainable Peterborough Plan also includes a program to recruit *Community Partners*. It was built to be implemented by all members of our community, including municipalities, First Nations, businesses, community groups and organizations, and the general public.

Engagement

As we developed Sustainable Peterborough it was hard not to be impressed by the contributions made by residents of the Greater Peterborough Area. Overall, more than 2,200 people were involved in the development of the plan by participating in one or more of the events held during the course of the project. A lesson learned is that people want to be engaged in the process of building a more Sustainable Peterborough.

Engagement will continue to be an important component of the plan. By working with *Community Partners*, individuals, and their networks on an ongoing basis we can continue to involve people in the ongoing implementation of actions that support our *Vision* of sustainability. Our ongoing reporting and review of the plan will produce a regular 'refresh' of Sustainable Peterborough itself which will evolve as we consider our successes and future needs.

Our goal is to build the engagement of residents, community partners and other organizations into the ongoing implementation and review of Sustainable Peterborough.

Plan Alignment

Sustainable Peterborough occurs within the context of many other forward looking initiatives. Municipalities have active Official Plans, Cultural Plans, and Servicing Plans. Businesses have corporate

financial and strategic plans. Hospitals, universities and non-government organizations have strategic plans in place. Thus, Plan alignment will be an essential component of all future work connected to Sustainable Peterborough. We heard loud and clear from municipal leaders that there are many plans to consider not only at the municipal level but a broader community level.

During the initial phases of developing Sustainable Peterborough, we conducted a *Current Conditions* analysis of the Greater Peterborough Area, which is a comprehensive review of policies, plans/strategies, programs, and initiatives to identify strengths, weaknesses, opportunities, and threats. In our *Current Conditions* Report (see Appendix E) the Sustainable Peterborough project team documented and analyzed many of the plans in place at the time that Sustainable Peterborough was developed. Strengths, weaknesses, opportunities, and threats were identified. The analysis was subsequently used to find common ground between initiatives and to pull direction from many of the existing plans. The Sustainable Peterborough planning process occurred within a dynamic policy environment. For example, in the short time since this process was initiated, many important plans, such as the City of Peterborough's Municipal Cultural Plan, are about to be launched.

Instead, *Community Partners* who choose to be leaders are asked to align future plans with the *Vision, Goals, and Strategic Directions* contained within Sustainable Peterborough. In fact, every time a new plan is proposed the question should be asked, "Will you be aligning this plan with Sustainable Peterborough?"

Our goal is to align all future plans with Sustainable Peterborough to the degree to which this is feasible.

Integration

Sustainable Peterborough is one of the broadest, most comprehensive examinations of plans, programs and other initiatives related to sustainability that has ever been undertaken. It brought together future *Community Partners* and provides them with many ways to collaborate and integrate. From trail planning to waste management to tourism and beyond, Sustainable Peterborough considers how we can work as partners in an integrated manner.

Our goal is to continue to work together as *Community Partners* to find opportunities to combine efforts so that we can avoid duplication and minimize the resources required to move towards our *Vision* for sustainability.

5. WHERE DO WE WANT TO BE IN 2037?

Truly a community-based plan, Sustainable Peterborough is based on extensive discussions and outreach with stakeholders and the broader public. Beginning in March 2011 and continuing until August 2011, the Sustainable Peterborough Project Team worked with the broader community to identify what they value most about our community and their vision for a Sustainable Peterborough. Through attendance at 49 community events and community spaces such as the Peterborough Garden Show and Peterborough Public Library; meetings with businesses, presentations and discussions with 59 groups such as the Rotary Club of Peterborough-Kawartha and the Peterborough Downtown Business Improvement Association; extensive online surveying and social media interaction; and hosting a round of Community Cafes in each of our eleven member communities, more than 1,900 of our community members took the opportunity to share what is important to them and their future. The results of these community conversations are our *Vision* and the *Themes* of Sustainable Peterborough.

Our Vision

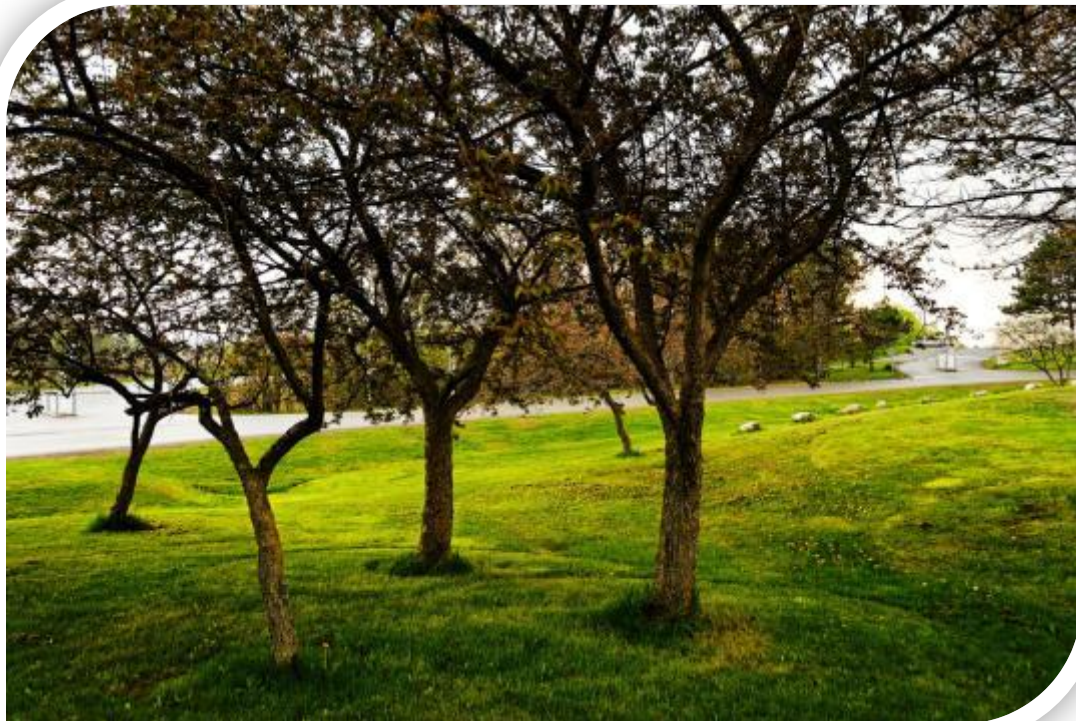
Our *Vision* for what we want the Greater Peterborough Area to look like in 25 years forms the basis of the Sustainable Peterborough Plan. Our *Vision* for Sustainable Peterborough is based on extensive discussions and outreach with stakeholders and the broader public, and will provide guidance for the municipalities, First Nations, community organizations, business, and residents of the Greater Peterborough Area. Our *Vision* is...



***Caring communities balancing prosperity,
well-being and nature.***

6. HOW WILL WE ACHIEVE OUR VISION?

Our *Vision* is long-term. Getting there will take short- and long-term action by all members of our community. We have outlined the following framework detailing how the actions will be implemented, who will be responsible, the mechanisms to succeed, and the partnerships required. It focuses on Sustainable Peterborough's *Goals, Strategic Directions, and Actions*, and does not include the details of any technical implementations. This section should be read in conjunction with those above that outline specific *Priority Actions* identified by the community to support our *Vision, Sustainability Principles, Goals, and Strategic Directions*.



On campus at Trent University.

Themes

Based on what our community said during the first round of engagement, eleven key *Theme* areas of focus emerged for Sustainable Peterborough. These are areas that our community values the most and form the structure of our Sustainable Peterborough Plan.

Each one of the *Themes* below is presented in greater detail in the following section, outlining the *Goal*, *Strategic Directions*, and *Priority Actions* as defined by our community.



Agriculture & Local Food



Climate Change



Cultural Assets



Economic Development & Employment



Energy



Healthy Communities



Land Use Planning



Natural Assets



Transportation



Waste



Water

Theme: Agriculture & Local Food



Vendors at the Lakefield Market.

Where Are We Now?

The Greater Peterborough Area has a rich, diverse, and passionate agriculture and local food community. Farming and food production, ingrained in the community's culture, has long been a significant economic activity in many parts of the region, and will likely continue to be so well into the future. Be it the local food branding initiatives of Kawartha Choice FarmFresh, the hustle and bustle of local markets, or the advocacy of groups like the Peterborough Community Garden Network, increasing local food production and the awareness of such activities is an issue that is top of mind for many in the Greater Peterborough Area.

However, there are still opportunities to increase the support and use of local food within the community. Local grocers and international food retailers have an opportunity to enhance local purchases. Further opportunities exist to encourage wider use of farmers' markets and purchases at farm gates, although access to farmers' markets remains a challenge for some of our rural residents and the natural limitations in our northern-most communities inhibit local food production and availability.

Where Do We Want to Be in 25 Years?

Our Goal: We will feed ourselves sustainably with local, healthy foods.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Maintain adequate farmland availability to support our sustainable agricultural needs.
- Facilitate the production, storage, processing, distribution, and marketing of local, healthy food.
- Encourage farmers to practice good environmental stewardship.

Priority Actions

- Undertake a community food system assessment to identify gaps and opportunities to connect local food growers and producers, processors, distributors, retailers and consumers throughout the region, building on the feasibility study currently planned by the Kawartha Community Food Hub.
- Identify and protect existing farmland, and increase its capacity to supply local food needs.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Supporting Local Food Systems** – Ways to establish a minimum requirement of local, sustainable food in municipal food services contracts.
- **Funds for Local Food Systems** – Ways to tap into funding to assist municipal efforts in supporting and enhancing the local food industry.
- **Farming “Best Practices” Toolkit** – Best practices to help improve in the areas of bio-security, business development, environment & climate change, and food safety and traceability.
- **Five Things Restaurants Can Do Right Now to Be More Sustainable** – Simple steps to help your restaurant become more sustainable.

Sustainability in Action

- Kawartha Choice FarmFresh is a branding mechanism used to quickly identify locally produced goods to community members. Kawartha Choice FarmFresh recently received the Premier’s Award for Agri-Food Innovation Excellence.
- Hiawatha First Nation’s L.I.F.E. Services and Child Care Centre is one of many places you can find a community garden.
- Transition Town Peterborough hosted its inaugural Purple Onion Festival in September 2011 to celebrate local food and culture, drawing in excess of 1,000 people.
- The City of Peterborough established a Community Garden Policy in 2010. The policy facilitates establishment of community gardens on lands owned or controlled by the City through the Peterborough Community Garden Network (PCGN).
- Fleming launched a new graduate certificate program in Sustainable Agriculture in January 2011. Students graduate with a completed business/farm plan in support of their entry in sustainable agriculture practice.

Theme: Climate Change



City of Peterborough firefighters during the 2004 flood.

Where Are We Now?

The global community is facing tremendous challenges as our planet warms and climate patterns begin to shift. This rings true for the local community as well, where already people have begun to notice change in the weather we experience. There is a large consensus that there is still room for action on climate change, though the window of time in which to act is becoming increasingly narrow. To date, there has been little direct action taken in the community to address the possible challenges that may be encountered locally in the face of a continued warming trend. Fortunately, the Greater Peterborough Area has positioned itself well for action through the creation of its Sustainability Plan, within which actions across all eleven themes will help the community with mitigation and adaptation measures.

Where Do We Want to Be in 25 Years?

Our Goal: We will reduce our contributions to climate change while increasing our ability to adapt to climate change conditions.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Prepare to respond and adapt to changing conditions associated with climate change.
- Develop broad public acceptance of efforts to mitigate climate change.
- Reduce and offset greenhouse gas emissions produced within our community.

Priority Actions

- Become active members in the Partners for Climate Protection Program (PCP) to establish a baseline of greenhouse gas emissions with a corresponding plan for achieving a set target in emissions reductions.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Develop Greenhouse Gas Inventory/Strategy** – How to create an inventory of current greenhouse gas emissions and a formal strategy to reduce them.
- **Understand Climate Change Risks** – Educate your employees and your community about the risks of climate change and develop mitigation and adaptation strategies.
- **Climate Change Awareness for K to 12 Schools** – Schools can implement hands-on practical programs which educate students (grades K through 12) about climate change and its impacts.
- **Earthwise Thunder Bay Net Zero Business Guide** – Use the Net Zero Business Guide to help you significantly reduce waste and greenhouse gas emissions.

Sustainability in Action

- Trent University Professor, Dr. Chris Furgal, a leading climate change researcher, was a lead author on the chapter 'Impacts, Adaptation and Vulnerability' in the United Nations' Intergovernmental Panel on Climate Change's 2007 Report.
- Peterborough Green-Up's Air Quality and Transportation initiatives do much to raise climate change awareness in the Greater Peterborough Area by actively encouraging community members to look at alternatives to using their car as a means of getting around. One great example is "Active & Safe Routes to School" which promotes active and efficient transportation choices for children's trips to school.
- The City of Peterborough has developed a Flood Reduction Master Plan that outlines short and long terms actions to reduce the risk of flooding.

Theme: Cultural Assets



Canoes on display at the Canadian Canoe Museum.

Where Are We Now?

The Greater Peterborough Area is rich in cultural assets, and ranks highly as one of Canada's top creative communities. Blessed with a strong heritage, vibrant downtowns, two First Nations communities, an active artistic community, and diverse populations, there are no shortages of cultural experiences to be found throughout the region. The City of Peterborough is currently wrapping up its first Municipal Cultural Plan, while the Township of Cavan Monaghan and Curve Lake First Nation recently undertook their first Cultural Mapping Exercises – indications that culture is emerging as a central topic in the community. The economic benefits associated with fostering a culturally rich community are becoming increasingly recognized, and accordingly, nurturing culture within the Greater Peterborough Area must remain a priority both now and in the future.

Where Do We Want to Be in 25 Years?

Our Goal: We will support, sustain and promote a wide breadth of community cultures.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Support the Greater Peterborough Area as a centre for the arts.
- Maintain and enhance our cultural spaces.
- Recognize and celebrate our culture and diversity.
- Maintain the character of our heritage including our built heritage, our rural characteristics, and landscapes.

Priority Action

- All municipalities in the Greater Peterborough Area should consider developing a *Municipal Cultural Plan*.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Establishing a Heritage Committee** – Establish a heritage committee to help establish and protect heritage properties.
- **10 Things You Can Do To Support Culture** – Ways to support culture in your community, many at little or no cost.
- **Cultural Resource Mapping** – Identify, record, and classify your community’s cultural resources in order to describe and visualize them.
- **Support Public Art** – How to create a municipal policy that supports public art through its installation, promotion and upkeep.

Sustainability in Action

- Established in 1967, Lang Pioneer Village celebrates the area’s rural history. Operated by the County of Peterborough and located in the Township of Otonabee-South Monaghan, the village hosts thousands of visitors.
- The Curve Lake First Nation Cultural Centre offers community members and visitors an opportunity to learn about local and regional First Nations culture.
- The Kawartha Heritage Conservancy has created a database of cultural heritage features to identify and map these resources in the Kawarthas region.
- The City of Peterborough received unprecedented recognition for its support of heritage with the province's Lieutenant Governor's Award, and Heritage Canada's Prince of Wales Award, both in 2011.
- The City of Peterborough is launching their recently completed Municipal Cultural Plan focussing on culture’s role in creating a liveable, sustainable community.
- Cavan Monahan and Curve Lake First Nation are undertaking cultural mapping exercises to identify and leverage cultural assets.

Theme: Economic Development & Employment



Lisa Dixon from Black Honey.

Where Are We Now?

For some time, the Greater Peterborough Area was positioned as a leader in traditional economic activities such as manufacturing. More recently however, the Greater Peterborough Area has been faced with higher-than-average unemployment rates – a likely reflection of the less than certain global markets of the past several years. In order to ensure meaningful employment for our residents, the region, under the guidance of the Greater Peterborough Area Economic Development Corporation, is in a marked transition, building upon its traditional, industrial economic base and shifting towards what has been coined the ‘creative economy’ – an economy predominantly based on knowledge and culture, in addition to resource extraction and manufacturing. The creative economy and sustainability help build economic resiliency to market fluctuations.

Promoting the great work that is being done to bring the Greater Peterborough Area closer to its *Vision* of sustainability is one of the key outcomes of the Sustainable Peterborough process. The commitment to sustainability can be marketed within and beyond the community, with the desired outcome of making this region more attractive to potential visitors and investors. Specifically, entrepreneurs, investors, and local employers continue to invest and or locate in the Greater Peterborough Area because of the importance of quality of life and sustainability to them and their bottom line.

Where Do We Want to Be in 25 Years?

Our Goal: We will create and retain prosperity by providing investment and employment opportunities within sustainable local and global markets.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Encourage and promote our leadership in sustainability to attract people and investors to the region.
- Retain youth in our communities through education and employment opportunities.
- Transition to the creative economy by creating meaningful employment.
- Sustain our vibrant downtowns/village centres as hubs for services and products.
- Support local businesses to transition to sustainable models.

Priority Action

- Through community asset mapping, promote the region's abundant natural assets, its sustainability initiatives and industries, and its economic potential.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **“Creative Economy Potential” Assessment Service** – Assess the potential for your community's economic development strategy to include pursuit of the creative economy.
- **E-Business Handbook** – Implement an E-Business strategy for your company by using digital technology to grow your business.
- **Aboriginal Business Development Toolkit** – Assist your First Nations community in business start-up and development.
- **Fostering Sustainable Business Practices** – Evaluate your business operations for efficiency, investigate industry standards and learn about new opportunities for facility upgrades, energy and waste management.

Sustainability in Action

- Formed in 1998, the Greater Peterborough Area Economic Development Corporation is a non-profit corporation that focuses on manufacturing and small business, innovation, tourism, and agriculture and rural development. One of the core values identified by the GPAEDC in its Strategic Plan is sustainability, and it cites economic development opportunities in the area of energy efficiency as one such example of sustainability.
- One of the three focuses of the Community Opportunity and Innovation Network is community economic development. One current initiative, reBOOT, is a great example of sustainability. reBOOT refurbishes old computers and then donate or sell them to low income individuals and not-for-profit organizations in an effort to ensure that people can access economic opportunities and organizations can provide services to the community.

Theme: Energy



Solar panels at the Camp Kawartha Environment Centre.

Where Are We Now?

Energy is a critical component of the quality of life we enjoy today. It also contributes to our local economy as Peterborough's larger businesses are significant manufacturers of energy products. With increasing concerns over energy consumption, climate change and resource depletion, more and more people are taking a second look at how we produce and consume energy.

The Greater Peterborough Area has begun a transition to a community that utilizes more environmentally and climate-friendly forms of energy production. For example, Peterborough Utilities Inc., wholly owned by the City of Peterborough, is a provincial leader in renewable energy generation with 18 megawatts of hydroelectric and 10 megawatts of solar power in its portfolio. The Townships of Douro-Dummer and Smith-Ennismore-Lakefield are also exploring options for generating solar energy. In addition, many private landowners in the Greater Peterborough Area have taken advantage of Ontario's Feed-in Tariff program, with small arrays of solar panels becoming an increasingly common sight in the region. Indeed, long known as the 'Electric City', the City of Peterborough and its surrounding communities are again becoming leaders in electricity production.

However, conserving energy is just as important as changing the way we produce energy. While our community is taking great steps in changing the way we produce energy, we still have much work to do to address how we use energy. Components of this theme will help to address the Greater Peterborough Area's energy consumption, in an effort to minimize the amount of energy we use.

Where Do We Want to Be in 25 Years?

Our Goal: We will minimize the amount of energy we use and maximize the production of local, dependable sources of renewable energy.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Reduce our reliance on fossil fuels through conservation and the use of alternative energy sources.
- Ensure efficient energy use in buildings.
- Lead the way in the development and use of renewable energy technologies.

Priority Actions

- Develop *community energy plans* in each of the Greater Peterborough Area's member communities, coordinated at a regional level.
- Establish energy efficiency standards for all new development which would consider LEED certification in all new construction and for renovations.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Municipal Energy Efficiency Planning Workbook** – Cut energy use within your own facilities by completing an energy audit and implementing the findings.
- **Aboriginal Renewable Energy Network** – Develop renewable energy generation facilities in your First Nations community.
- **Save ON Energy** – Implement strategies and solutions to reduce your business' energy use.
- **100 Ways to Save Energy** – Lower your personal energy use by implementing simple and potentially low cost ideas.

Sustainability in Action

- The Township of Douro-Dummer has applied for two microFIT solar contracts (one rooftop and one ground-mounted) and hopes to have these installed in 2012.
- The City of Peterborough, in partnership with Peterborough Utilities Inc., has approved the installation of a pilot rooftop solar energy project on the roof of the Kinsmen Civic Centre. The City has also approved, in principle, that all new and replacement roofs on city-owned buildings deemed suitable for solar power installations be constructed to accommodate rooftop solar systems.
- In partnership with Enbridge, Peterborough Green-Up is delivering the Enbridge Gas Distribution Home Weatherization Program locally. The program, designed to help those in financial need save on home heating costs, pays for costs associated with home improvements like increased insulation and draft proofing.
- The City of Peterborough conducted energy audits for City facilities in 2010, and has been converting street and facility lighting to be more energy efficient.

Theme: Healthy Communities



Two local youth enjoying the use of bike trails.

Where Are We Now?

Healthy Communities is broad and far-reaching, covering social equity, attainable housing, community involvement, healthcare, and recreation.

The Greater Peterborough Area is home to a number of community health-minded groups, faith groups, non-governmental organizations, and individuals. Local advocacy and citizen involvement has been and remains a strong point for the community. However, poverty continues to be a pressing challenge throughout the region, and the need for attainable housing persists.

In terms of healthcare, the Peterborough Regional Health Centre, opened in June 2008, is a state-of-the-art medical facility with capacity to serve the entire Greater Peterborough Area. However, obtaining access to health services remains a challenge for some – specifically those in the County’s rural areas. An aging demographic will likely mean an increased demand on health and social services. Accordingly, the community must be prepared to meet this increase in service demand.

Health and well-being also depend on access to recreational opportunities for all age groups. Our playgrounds, trails, parks, arenas, gymnasiums, and multi-purpose facilities allow for a wide range of activities. In addition, many employers in both the public and private sectors are active in health and fitness, sports, and recreation; and are doing a great deal to promote the benefits of healthy lifestyles to their employees. However, there is limited capacity and many still encounter barriers to participation in regular recreation. Removing the physical and financial barriers which limit recreational participation is paramount in helping residents to achieve healthy lifestyles and create meaningful community connections.

Where Do We Want to Be in 25 Years?

Our Goal: We will be a community where everyone has the opportunity and support to achieve their physical, social, mental, emotional and spiritual potential.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Encourage health and social services that focus on preventative care, are accessible, and meet the needs of our community as it changes.
- Provide sport and recreational opportunities that are accessible to all.
- Strive for adequate and attainable housing to increase the quality of life for all.
- Encourage civic engagement by supporting citizen involvement in decision-making.

Priority Action

- Increase the availability of *affordable housing* throughout the entire Greater Peterborough Area.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Developing Affordable Housing** – Develop and implement a municipal affordable housing strategy that collaborates with community partners.
- **Creating More Successful Public Spaces** – Invigorate the use of your public spaces by utilizing a low risk /low cost strategy that capitalizes on the creative energy of your community.
- **Make Your Community a Walkable Community** – Use the Canada Walks program to review the six characteristics of a walkable community and see how your community measures up.
- **Eat-Smart Recognition Program For Healthy Eating** – Adopt a healthy eating recognition program for your recreation centres and workplaces.

Sustainability in Action

- In 2009 the Canadian Association of Retired Persons identified Peterborough as the “most age friendly” City in the Country.
- Let Them Be Kids, a worldwide volunteer organization with a branch in the Township of Asphodel-Norwood, raises money in the community with the goal of increasing park and playground space for local youth. The community raised more than \$200,000 in five months in 2011.
- With the assistance of students from Trent University, the Township of Douro-Dummer is initiating a research study on the future needs for recreation and leisure services to address the community’s changing demographics over time.

Theme: Land Use Planning



Downtown Millbrook, in Cavan Monaghan.

Where Are We Now?

We use a system of Acts, plans and codes to formalize sustainable decision-making about land use. Where parks, schools and retail stores are located, and how they support each other in a sustainable manner, comes down to our ability to guide these land uses through various policies. At a rural scale, land use planning can guide whether an area will remain in agricultural use or revert to forest. In cottage areas, sustainable planning can direct lake management plans and shoreline protection areas. On a town or village scale, these laws and codes guide the design of buildings, streetscapes and the pedestrian realm. At a City scale, sustainable land use plans facilitate the location of industry, downtown development, sustainable transit and transportation systems, and affordable housing. Planning policies are continuously adapted to reflect current trends and best practices. Sustainable land-use planning requires us to think ahead 25 to 50 years. Across the Greater Peterborough Area many Official Plans have at least a 25 year planning horizon.

The prime planning tool is the Official Plan. Official Plans govern land use planning matters in municipalities. In the Greater Peterborough Area, the County of Peterborough establishes its Official Plan which all townships must adhere to, though they are free to establish their own within its confines. The Townships of Cavan Monaghan, Douro-Dummer, Galway-Cavendish & Harvey, Havelock-Belmont-Methuen, and Otonabee-South Monaghan have established their own, while the Townships of Asphodel-Norwood, North Kawartha, and Smith-Ennismore-Lakefield have incorporated local policies into the County's Official Plan. Currently, the City of Peterborough is in the process of undertaking the five year review of its Official Plan – "Plan it Peterborough". Some of the natural environment is protected under Provincial planning legislation. Under the *Places to Grow Act*, the Government of Ontario has prepared a *Growth Plan for the Greater Golden Horseshoe*. Both the City and County of Peterborough fall under the jurisdiction of the *Growth Plan*, which provides growth management policy direction for all affected communities. In addition, part of the County of Peterborough, in the Township of Cavan Monaghan, is part of the *Oak Ridges Moraine* and its green space, farmland, forests, wetlands, and watersheds are afforded much protection under provincial legislation.

Where Do We Want to Be in 25 Years?

Our Goal: We will support the building of sustainable, healthy and diverse communities through planning policies and decisions that are developed and made in a transparent, open and accessible manner.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Encourage land use planning that protects the unique urban and rural charms of our communities and balances the rural-urban interface.
- Support the creation of pedestrian-oriented communities that encompass all elements we need within our community.
- Encourage sustainable land use that considers the net environmental impacts.
- Place priority on brownfield redevelopment before greenfield development.
- Integrate current and future strategic and master plans with the Sustainable Peterborough Plan.

Priority Action

- Develop and implement neighbourhood design guidelines that ensure equal opportunities for all users – including pedestrians, cyclists, public transportation, and automobiles – relevant to both urban and rural areas.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Brownfield Redevelopment: Reduced Development Charges** – Encourage remediation of Brownfield sites by offering reduced development charges.
- **Community Improvement Plans (CIP)** – Develop and implement a CIP, which provides a means of planning and financing development activities that effectively use, reuse and restore lands, buildings and infrastructure.
- **Develop Green Building/Development Standards** – Develop and implement a set of local green building or development standards to encourage more sustainable building practices and techniques.
- **Sustainability Screening Process / Checklist** – Use *Strategic Directions* to create a checklist that can be used to assess projects.

Sustainability in Action

- The Township of Cavan Monaghan’s draft Official Plan contains forward thinking policies on energy conservation, achieved through lot, building, and community design; the use of vegetation, facilities, and infrastructure layout; LEED building certifications; and mixed-use development.
- The Township of Smith-Ennismore-Lakefield is currently developing Community Improvement Plans for Lakefield, Bridgenorth, Ennismore, and Young’s Point. Community Improvement Plans are used to provide incentives to stimulate private sector development in downtowns and village centres.
- The City of Peterborough is reviewing the Official Plan through the Plan it Peterborough process. The new Official Plan will be consistent with the significant changes in the Provincial land use planning system, such as the new Provincial Policy Statement (2005) that focuses on sustainability and the Growth Plan for the Greater Golden Horseshoe.

Theme: Natural Assets



Eels Creek in North Kawartha.

Where Are We Now?

Likely its best known feature and greatest draw, the Greater Peterborough Area is blessed with an abundance of natural assets. From the Oak Ridges Moraine in the Southwest to the Kawartha Highlands Signature Site in the Northeast, and the lakes, wetlands, alvars, drumlins, and wildlife in between, the community is rich in diverse natural features.

This natural wealth is valued by those both within and outside our community, and maintaining these natural assets is paramount to a Sustainable Peterborough. However, our natural assets are facing many threats, including development pressures, diminishing biodiversity, climate change, and invasive species, and we must work as a community to ensure the splendour that we so greatly value is there for future generations to enjoy as we do.

Where Do We Want to Be in 25 Years?

Our Goal: We will preserve, enhance and restore our natural assets to maintain ecological health.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Design and manage public green spaces in such a way as to maximize the presence and functions of natural systems.
- Conserve, manage and enhance our natural areas to foster a diversity of native species and habitat.
- Develop an understanding and appreciation of the significance of our natural assets.
- Maintain and enhance the quality of our air.

Priority Actions

- Adopt the ‘Kawarthas...Naturally Connected’ Natural Heritage System and integrate it into Official Plans.
- Identify and help access financial incentives for environmentally sound land stewardship practices.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Tax Exemptions for Conservation** – Encourage environmental conservation and stewardship through implementation of municipal property tax exemptions for approved practices.
- **Protecting Natural Heritage** – Adopt a Natural Heritage System and/or promote land trust programs.
- **Alternative Land Use Services For Farmers** – Establish a program that assists farmers in their voluntary efforts to return marginal, environmentally sensitive, or inefficient farmland to native vegetative cover and wetlands.
- **Community Stream Stewardship Program** – Join the program as a member and learn how to conserve and restore streams thereby protecting our natural heritage and our water.

Sustainability in Action

- The Kawartha Highlands Signature Site, located in the Townships of North Kawartha and Galway-Cavendish & Harvey, was designated a Provincial Park in 2003. This means that this significant area of natural splendour is protected from the sale of crown land, over-development, and new commercial activities.
- Through the Community Foundation for Greater Peterborough, a Kawartha Heritage Conservancy Stewardship Fund has been established to support the KHC’s program to acquire and steward significant natural and cultural lands in our region. Donations made to this fund may be matched.
- The City of Peterborough has had an urban forestry policy since 1989. The City recently updated the urban forestry policy with the Urban Forest Strategic Plan, integrating best management practices that will benefit our urban forest and community.
- Fleming and Trent jointly launched a new degree program (Honours BSc) in Ecological Restoration in 2008. The first graduating class will cross the stage in June 2012.

Theme: Transportation



Fall time on a rural road in Peterborough County.

Where Are We Now?

The personal vehicle, in large part, remains the dominant method of choice for travel in the Greater Peterborough Area, which can be attributed to the predominantly rural setting of the community. In fact, approximately 67% of Greater Peterborough Area residents travel to work as a lone occupant in a vehicle. Our predominate mode of travel is a significant contributor to greenhouse gas emissions, contributes to road congestion, which impacts our economy and commute times, discourages physical activity, and isolates people from social interaction. This is widely recognized by many as an unsustainable path – one that we must change course on.

Fortunately, the region is home to a dedicated collection of people advocating for reduced reliance on personal vehicles as a means of getting around. This group is actively encouraging the widespread uptake of alternatives such as cycling, walking, public transit, and carpooling. Moreover, there has been a longstanding push in the community to increase connectivity with communities beyond our regional boundaries. This was highlighted in 2009 with the arrival of GO Service and the ongoing support for passenger rail linkages with the Greater Toronto Area.

Where Do We Want to Be in 25 Years?

Our Goal: We will have an accessible transportation network that places priority on active and efficient modes of transportation.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Provide accessible and complete active transportation opportunities that are attractive alternatives to the private automobile.
- Enhance public transportation that is accessible, affordable, efficient, and effective to support the needs of the community.

Priority Actions

- Complete the proposed Short-Term Cycling Network as outlined in the City of Peterborough's Comprehensive Transportation Plan Update and integrate it to the greatest extent possible with existing and new cycling trails in the County of Peterborough.
- Assess innovative solutions to the mobility challenges facing rural people in the Greater Peterborough Area.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Reducing Vehicle Use / Improving Vehicle Efficiency** – Use Eco-driver Tips to change your driving habits in a more eco-friendly fashion.
- **Community Wide/Rural Public Transit** – Implement a public transit system that links smaller, more rural communities around Greater Peterborough Area.
- **Green Your Vehicle Fleet** – Green your fleet and reduce emissions that impact climate change and human health by conserving fuel, implementing new technology, changing fleets to alternative fuels where feasible.
- **Green Defensive Driving Course** – Make all your employees better, safer, greener drivers using the Canada Safety Council's Green Defensive Driving Course.

Sustainability in Action

- Workplace Shifting Gears is a month-long competition in the City of Peterborough run annually by Peterborough Green-Up in partnership with the City of Peterborough, Peterborough Moves, the Peterborough County-City Health Unit, Wild Rock Outfitters, and Transport Canada. The campaign encourages people to walk, bike, take transit, and/or share a ride to work, or to work from home. In 2011, Shifting Gears had its best year yet with 1,250 people from more than 100 workplaces participating in the competition.
- Rail, a more energy efficient means of transporting goods than by truck, remains a prominent fixture in the Township of Havelock-Belmont-Methuen. With nephelene syenite being mined in Nephton and Blue Mountain, freight trains remain the method of choice for delivering this mineral to market.

Theme: Waste



Recycling containers at the Buckhorn Transfer Station.

Where Are We Now?

Generating waste is a fact of life, and cannot be avoided. However there is no waste in nature, with all materials being recycled and recirculated within the ecosystem. How we handle the waste we generate has significant impacts and we can learn a great deal from nature, with many suggesting that our waste management practices need to better reflect processes found in nature.

Currently, the County of Peterborough diverts 42% of its waste from landfill, while the City of Peterborough diverts nearly 51% of its waste. The provincial target in Ontario for waste diversion is 60%, meaning that the Greater Peterborough Area still has work to do in terms of its waste diversion efforts. With both the City and County developing new Waste Management Master Plans, we are well positioned to implement the three Rs hierarchy of reduce, reuse and recycle and to improve our waste diversion rate over time.

Where Do We Want to Be in 25 Years?

Our Goal: We will reduce the amount of waste we generate by using resources wisely.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Reduce the amount of waste we generate.
- Reuse materials wherever possible.
- Maximize diversion of materials from disposal as viable markets and technologies become available.
- Recover resources where possible.

Priority Actions

- Identify and promote opportunities for the reuse or recycling of reusable goods and materials.
- Establish a curbside organic waste collection program.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Curbside Organic Waste Collection** – Develop and implement a municipal curbside organic waste collection program.
- **Quest for Less – School Waste Reduction Programs** – Teachers can book the Quest for Less Grade 1, 3 or 7 programs or the Earth Week School Challenge.
- **Waste Reduction Toolkit for Construction/Demolition Projects** - Develop and implement a 3R's (Reduce, Reuse, Recycle) strategy for your construction and demolition projects.
- **Backyard Composting** – Learn how to compost in your own yard.

Sustainability in Action

- The Township of Galway-Cavendish & Harvey is making use of renewable energy in its waste diversion efforts, employing solar power to compact cardboard at the Buckhorn Transfer Station.
- The County of Peterborough operates five seasonal hazardous waste depots and the City of Peterborough operates a permanent hazardous waste depot on Pido Road, helping to keep toxic materials out of our landfills and ensuring their proper care and disposal. As an additional service, the City's depot offers used cans of paint, stains, and other reusable products for free to those that want them and can put them to good use.
- Peterborough Utilities Inc. (PUI) has an agreement with the City and County to install a landfill gas utilization facility at the Peterborough County-City Waste Management Facility to use the methane generated from rotting garbage to produce 2MW of electricity.

Theme: Water



The Trent-Severn Waterway, an important historical and cultural feature in the Greater Peterborough Area.

Where Are We Now?

The Greater Peterborough Area is well known for its abundance of lakes and rivers. Blessed with 134 lakes, this reputation is well merited. Also home to the Trent-Severn Waterway and the world's largest hydraulic lift lock, water navigation has played an important role in shaping the Greater Peterborough Area's identity.

Conservation Authorities, groups such as the Kawartha Lakes Stewards Association, Cottage and Lake Associations, and many others are working diligently to keep our lakes and rivers clean and healthy. However, overdevelopment, invasive species, nutrient loading, climate change, and more are persistent threats to the integrity of our aquatic ecosystems. Water is a precious resource, to be valued and cherished, and we must work collectively as a community to ensure that we protect this resource in perpetuity.

Where Do We Want to Be in 25 Years?

Our Goal: We will make wise use of our water to enhance its quality and quantity, ensuring that future generations will be able to use our water to drink, fish, and swim.

How Are We Going to Get There?

By following our *Strategic Directions*:

- Protect watersheds to ensure healthy water quality and quantity.
- Conserve the amount of water we use.
- Recognize and protect the ecological functions of the shorelines of water bodies.
- Maintain public access to our lakes and rivers for recreation and enjoyment.

Priority Actions

- Establish a water conservation and efficiency program that motivates water consumers and makes available resources for water conservation.
- Find funding that will enable the inventorying and identification of shoreline and wetland areas in need of ecological restoration.
- Establish an integrated watershed management plan to promote ecological health and sustainability within the Greater Peterborough Area watersheds.

Note: Greater details of the *Priority Actions* are outlined in Appendix A. Additional short- and long-term Actions are offered in the List of Potential Initiatives (Appendix B).

Toolbox Resources

- **Water Use Conservation Bylaw** – Encourage water conservation through the summer months via enactment of a conservation bylaw or policy.
- **Water Conservation Incentive Programs** – Encourage the installation and utilization of water conservation devices such as low-flow toilets, low-flow showerheads, rain barrels through the implementation of a municipal incentive program.
- **Testing Your Lake Water** – Join Kawartha Lake Stewards' Association (KLSA) water testing program.
- **Inspect Your Septic** – Ensure your septic system is working properly by completing a personal inspection or hiring someone to have a look.

Sustainability in Action

- With its campus nestled on both the east and west banks of the Otonabee River, it is fitting that Trent University is home to both the Water Quality Centre and the Institute for Watershed Science. In partnership with the Ministry of Natural Resources and Fleming College, the Institute for Watershed Science undertakes research to better understand watershed function, develop tools to improve watershed management, and to share this knowledge with water resource managers.
- The Township of Smith-Ennismore-Lakefield and the City of Peterborough both employ summer watering restrictions in an effort to conserve water in dry summer months.
- The County of Peterborough, City of Peterborough, City of Kawartha Lakes, Trent University, and Fleming College are working towards establishing Haliburton-Kawartha Lakes-Peterborough as an international centre of excellence for water quality.

7. HOW WILL WE IMPLEMENT OUR PLAN?

Already a provincial and national leader in environmental awareness, our community's reputation will be strengthened with the development and implementation of our Plan for a sustainable future. Together we can achieve our *Vision* to ensure that our environment maintains its integrity and important functions, our community is healthy, active and supported by people and services, and that the vitality of our economy continues well into the future. Implementation of Sustainable Peterborough takes a layered, multi-faceted approach. Details of how the implementation of the Sustainable Peterborough Plan will take place are detailed below.

Community Partnership

We live in a community of communities and our strengths are in our communities. Our Sustainable Peterborough Plan builds on and depends on these strengths. It will take all members of the Greater Peterborough Area to help realize our long-term community *Vision*. This Plan has been built to be implemented by not just one entity, but by all members of our community, including municipalities, First Nations, businesses, community groups and organizations, and the general public. Our Plan has been designed to be flexible and allow *Community Partners* to adopt the community *Vision* and work towards implementing components that they are able to or are already working on. The implementation model seeks to build synergies, integration, and collaboration between community members.

Organizations throughout our communities are already doing things right now that are making the region more sustainable. Community partnership is an invitation to share success stories, demonstrate community leadership and work collaboratively on new opportunities. The benefits to a *Partner* organization include:

- Motivation of employees, stakeholders or residents to be part of a broad-based campaign;
- Unified action on initiatives that impact upon the community's identified shared values and priorities;
- Collective promotion of the Greater Peterborough Area for tourism and economic development;
- Information sharing through the website and networking opportunities at local events; and
- Promotion of contributions to local sustainability through Sustainable Peterborough.

Community Partners will agree to participate in the overall implementation of the Sustainable Peterborough Plan. There are several levels of partnership and each *Partner* chooses the level that is the best fit for the organization.

Individuals

Individuals will:

- Support the *Vision*, use the *Toolbox* and commit to actions of their choosing.

Members

Members will:

- Support the *Vision* for Sustainable Peterborough through a municipal resolution of Council, a Band Council resolution, a board of directors resolution, a policy or similar;
- Include the actions that they are already taking in the *Sustainable Peterborough Action Inventory*.

This level of commitment does not require a financial contribution from the *Community Partner*.

Leaders

Leaders will:

- Make the same commitment as Members.
- Review the *Sustainable Peterborough Toolbox* and consider implementing those measures that are a good fit for their organization.
- Integrate Sustainable Peterborough into their operations by selecting one of the following approaches:
 - a. Adopt Sustainable Peterborough and its *Goals* and *Strategic Directions*; **OR**
 - b. Adapt the *Goals* to meet the needs of the organization and use the *Strategic Directions* that are a good fit; **OR**
 - c. Align the organization’s strategic goals and objectives with Sustainable Peterborough the next time that they are reviewed and updated; **OR**
 - d. Address the *Vision* and *Principles* of Sustainable Peterborough in the organization’s shared value statement.

This level of commitment will only require a financial contribution from the *Partner* if the *Partner* chooses to complete new, unfunded actions from the List of Potential Initiatives (Appendix B) or the *Sustainable Peterborough Toolbox* (Appendix C). Leaders can review the List of Potential Initiatives and the *Toolbox* and integrate Sustainable Peterborough into their operations without incurring any new financial expenses by focusing on no cost action items and opportunities to secure external funds for projects.

Champions

Champions are recognized leaders within the community that have developed a sustainability program already. They recognize the benefits of implementing a community-based sustainability plan. Where appropriate, we will include their corporate logo or sustainability program logo in Sustainable Peterborough promotional material.

Champions will:

- Make the same commitment as leaders.
- Assist Sustainable Peterborough by providing guidance, direction and support where possible.

Peterborough Partnership Levels

Level of Commitment	Member	Leader	Champion
Support SP vision	✓	✓	✓
Include actions in the <i>Sustainable Peterborough Action Inventory</i>	✓	✓	✓
Review SP Toolbox and implement actions that are a good fit		✓	✓
Integrate Sustainable Peterborough values into organizational program		✓	✓
Assist Sustainable Peterborough by providing guidance, direction and support			✓

Commitment from the Partners

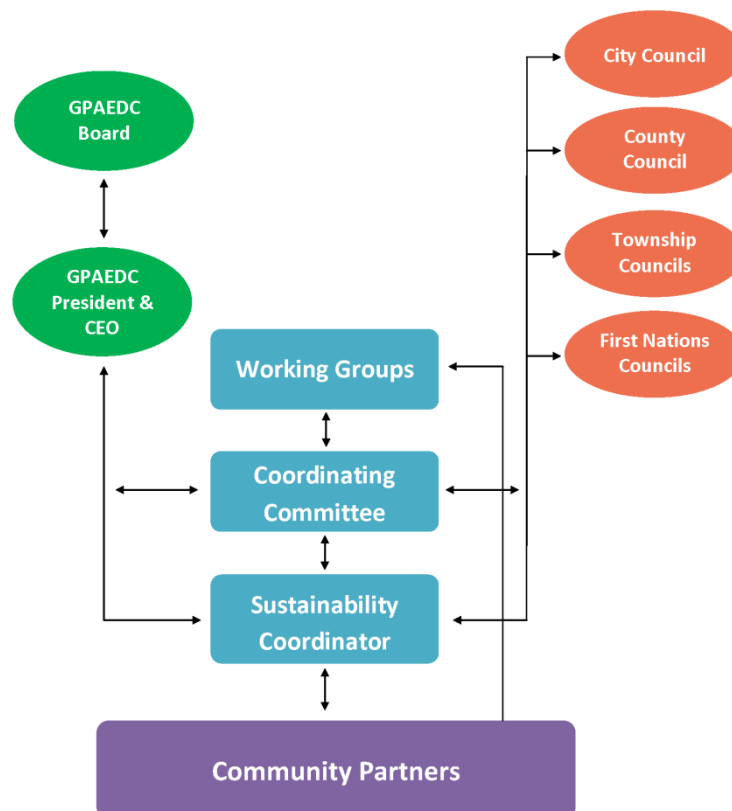
Community Partners will sign a written commitment that identifies the level of participation that they have selected. Municipal partners can use the suggested Resolution of Council (Appendix F). *Partners* will receive a start-up package and will be able to contact Sustainable Peterborough for assistance as they take steps to become a *Partner*. Once a *Partner* has joined, they will be identified as a *Community Partner* at events and in communications from Sustainable Peterborough.

Action Inventory

Members, Leaders, and Champions will have the opportunity to include initiatives they are already doing or plan on doing in the Sustainable Peterborough *Action Inventory*, an online database that will include the actions being taken by Sustainable Peterborough *Community Partners* that are moving our community closer to our *Vision* of sustainability. Details on the *Action Inventory* are in Section 8.

Governance

Success of our Sustainable Peterborough Plan depends on strong leadership and support. An organizational model for implementing the Sustainable Peterborough Plan has been designed that will be long-lasting and maintains Partners as active members providing direction for the future of Sustainable Peterborough.



Coordinating Committee

A new Sustainable Peterborough Coordinating Committee will be struck to monitor operations and activities and to provide strategic direction, input, and expert knowledge to the Sustainable Peterborough Coordinator. Key Responsibilities of the Coordinating Committee will include:

- Continuously monitor the progress of the implementation of the Plan;
- Provide expert knowledge as it relates to each member's area of specialty;
- Provide advice relating to the overall implementation of the Plan; and
- Assist with the organization of workshops, conferences or presentations.

Members of the Coordinating Committee will represent the *Partners* of Sustainable Peterborough. The Coordinating Committee will also include community representation, which will be solicited through expressions of interest for two year terms.

Working Groups

Sustainable Peterborough Working Groups will bring together people and organizations across a multitude of sectors to focus on implementing the *Priority Actions*. Working Groups will include *Partners*, people, and organizations from communities across the Greater Peterborough Area committed to implementing one or more of our *Priority Actions*. The Working Groups will be formed with the assistance of the Sustainable Peterborough Coordinating Committee as the implementation phase progresses and will work towards refining elements of a given *Priority Action*, ensuring appropriate support, and overseeing overall implementation.

The Sustainable Peterborough Coordinating Committee will be the integrating organization for the Working Groups. Each Partner will be welcome to sit on an established Working Group and to contribute resources where necessary.

Sustainable Peterborough Coordinator

It is recommended that a part-time coordinator position be established, with the overall responsibility to oversee and act as the one-window point of contact, based out of the GPAEDC office, for the implementation of the Sustainable Peterborough Plan.

The following tasks/roles will be part of the coordinators position:

- Promotion and communication of partners, actions or initiatives through social media, the Sustainable Peterborough Website, or media;
- Serving as the Coordinating Committee facilitator;
- Completing annual reporting/report card;
- Providing presentations and updates to Councils;
- Tracking progress and maintain the *Action Inventory*;
- Developing partnerships and aligning *Partners* with *Actions*; and
- Acting as collaborator and connector for Sustainability in the GPA.

While the presence of a sustainability coordinator will ensure that the tasks in the list above will be able to be achieved, there are no limitations on what a group(s) or organization(s) can achieve on advancing actions listed within the Sustainability Plan.

Roles and Responsibilities

Roles	Coordinator	Coordinating Committee	GPA EDC	City, County, Townships, First Nations	Other Partners
Administration & Finances	✓ (SP)			✓ (Municipal)	
Promotion & Communication	✓	✓	✓	✓	✓
Committee Facilitator	✓				
Website & Social Media	✓				
Annual Reporting/Report Card	✓ (SP)			✓ (Municipal)	✓
Presentations to Councils	✓ (SP)				
Tracking Progress/Inventory	✓ (SP)			✓	✓
Human Resources			✓		
Supervise Coordinator			✓		
Develop Partnerships		✓	✓	✓	✓
Collaboration		✓	✓	✓	✓
Seek Funding Opportunities		✓		✓	✓
Business Development/Grant Writing		✓		✓	✓
Grant Funding Administration		✓		✓	✓
Municipal Sustainable Initiatives				✓	
Community & Business Sustainable Initiatives		✓		✓	✓

Decision-Making: A Sustainability Lens

Sustainability seeks to find a balance between environmental, socio-cultural, and economic pillars. A component of implementing our Sustainable Peterborough Plan is applying a sustainability lens to decision-making in order to consider the potential implications of decisions from a sustainability perspective. This lens may be used in a variety of settings and initiatives to integrate Sustainable Peterborough into future plans and policies (including decisions relating to development, land-use planning, budgeting and others) to assess the fit within our *Vision*: Caring communities balancing prosperity, well-being and nature.

Our Sustainability *Principles* provide guidance in future decision-making. Recommendations and actions shall refer back to these *Principles* to ensure that the community is moving towards our *Vision*.

- A. Municipalities can use the lens to analyze legislation, policies, budget considerations, programs, and development proposals to determine whether these exclude or include sustainability in their decision-making.
- B. Non-government organizations and community groups can use the lens to find out if the policies, programs, and practices they use exclude or include sustainability in their decision-making.
- C. Businesses can use the lens for planning, development, and action to include sustainability in their decision-making.

Step 1: Evaluate the degree to which the initiative supports each of the pillars of sustainability.

Pillar	1-5 Ranking (1 = low, 5 = high)	Comments
Environmental Protection		
Social/Cultural Enhancement		
Economic Prosperity		

Based on the assessment, where can improvements be made in ensuring the initiative moves us towards sustainability? If any of the pillars ranked below 3, the initiative should reconsider the impacts on that pillar and seek improvements that can increase the ranking.

Step 2: Evaluate the degree to which the initiative supports each principle of our sustainability plan.

Principle		Does the initiative support the principle?	
		1-5 Ranking (1 = low, 5 = high)	Comments
Think Long-term	Focus beyond short-term solutions on the steps we need to take to achieve our sustainability goals.		
Look for Regional Solutions	Work together to identify collective solutions to common problems.		
Be Transparent and Accountable	Track positive and negative changes in community sustainability, share the results, accept accountability, and continuously improve.		
Be Innovative	Look beyond the tried and true to new approaches that can be tested and implemented if feasible.		
Adopt Simple, Understandable, and Doable Approaches	Build on what we are doing, support individual agency and community-led initiatives, and focus on achievable next steps.		
Adopt Financially Achievable Approaches	Establish the payback timeframe, balance benefits with long-term costs, and look for innovative funding and financing options.		
Engage Community Members	Create and nurture long-term connections between individuals, community groups, institutions, businesses and local municipalities and First Nations.		
Make a Commitment and Lead by Example	As partners to this process, make a commitment to sustainability and show leadership within the community.		
Be Inclusive	Reach out to all communities within the Greater Peterborough Area, embrace		

Principle		Does the initiative support the principle?	
		1-5 Ranking (1 = low, 5 = high)	Comments
	diversity and use our understanding of collective needs to shape and influence our actions.		
Be Creative	Nurture and harness the creativity that lies within everyone to build a strong economy, cultural identity, and protection for our natural assets.		
Total			

Based on the assessment, where can improvements be made in ensuring the initiative moves us towards sustainability?

If total ranking is less than 30, initiatives/decisions should be reconsidered. If any of the *Principles* rank below 3, particular attention should be paid to make improvements to increase the ranking.

Financial Considerations

The following identifies the basic potential expenditures associated with sustainability plan implementation for Sustainable Peterborough. These include:

- Part-time Sustainability Coordinator salary;
- Sustainable Peterborough Coordinating Committee budget;
- Annual Report Card and progress reporting;
- Consideration of an annual community event and/or annual awards;
- Communications; and
- Implementation of selected actions.

Funding Opportunities

There are a number of avenues for funding actions under Sustainable Peterborough, including the continued access to federal gas tax funding; and opportunities from the Federation of Canadian Municipalities. In addition, there are a number of grants and other funding sources that can be accessed moving forward.

Ongoing Engagement and Awareness

Ongoing Community Involvement and Conversations

Continuing the conversation about Sustainable Peterborough is a priority. An engagement and communications strategy (including social media) will be developed as part of the first task of beginning the implementation of the Sustainable Peterborough Plan. This task will be completed by the coordinator and/or the Sustainable Peterborough Coordinating Committee.

Annual Celebration and Action Planning

Hosting of an annual event is recommended to communicate and celebrate the success of Sustainable Peterborough. During the event, participants will be invited to learn about *Partner* successes, experiences, and action implementation, and to review potential initiatives that could be actions moving forward. New participants will also be invited to become *Partners*.

8. HOW WILL WE MEASURE OUR PROGRESS?

Action Inventory

The *Action Inventory* is a mechanism to link and advance actions that our *Community Partners* in the Greater Peterborough Area are doing or planning to do as they relate our *Vision, Goals, and Strategic Directions*. It is an online database that will include the actions being taken by Sustainable Peterborough *Community Partners* that are moving our community closer to our *Vision* of sustainability. The *Action Inventory* allows *Partners* to become active implementers of Sustainable Peterborough by exploring actions they are taking that support our *Vision* and monitoring and tracking their progress. *Partners* are asked to set their own targets associated with each action to ensure they are realistic and achievable.

Community Partners will be asked to link their actions to at least one *Theme* and one *Strategic Direction*. The following information will also be sought for each action:

- Action name;
- Description of the action;
- Action lead (usually the name of the community *Partner*);
- Target associated with the action;
- Due date for reaching the target; and
- Status of the action.

The *Action Inventory* provides real-time access to the list of actions to all residents of the GPA and should be updated annually to monitor progress.

Annual Report Card

Progress on Sustainable Peterborough's implementation will be reported annually through the use of a regional Report Card. The Report Card will provide a community update on sustainability, including advancement of *Priority Actions* and actions of *Community Partners*, as well as report on a set of 26 'big picture' indicators intended to demonstrate progress over time (see Appendix G). The indicator framework looks at a smaller number of indicators that represent change spanning multiple sustainability pillars and themes. These indicators have been developed based on best practices and are suited to the needs of the Greater Peterborough Area. They use readily available data sources and allow for the comparison in terms of where we stand with respect to our progress towards sustainability.

The coordinator will be responsible for putting together the Report Card with information provided by municipalities, First Nations, and other *Partners*. The Report Card can be in the form of a newsletter, or on the website that would be easily available to all members of our community. It will be important to show how we are doing and to keep Sustainable Peterborough and sustainability in general at the forefront of our community.

Refreshment of Our Plan

Our community values presented in Sustainable Peterborough are representative of our values as of 2012. Sustainable Peterborough should be flexible in order to adapt to our community as we change. Accordingly, Sustainable Peterborough should be refreshed on a regular basis.

It is recommended that Sustainable Peterborough be reviewed every four years, at the onset of each new municipal Council term. The purpose of this review is to educate Council and community members

on sustainability and review and revise the Plan according to newly identified priorities – and successes achieved.

Monitoring progress sometimes requires an outside perspective. It is recommended that a third party auditor/facilitator is brought in on a bi-annual basis to review the success of implementation.

9. GLOSSARY

Action Inventory: An online database that will serve to link and advance actions being undertaken by Community Partners.

Active Transportation: Refers to anything that is human-powered, such as walking, jogging, running, cycling, using a wheelchair, in-line skating, or skateboarding.

Affordable Housing: Is defined by the Canadian Mortgage and Housing Corporation as housing that does not necessitate a household spending more than 30% of gross income on shelter costs.

Charrette: A charrette refers to a collaborative session in which a group of people work together to develop jointly owned solutions. The Sustainable Peterborough process involved a one-day policy charrette in which *Goals*, *Strategic Directions*, and *Priority Actions* were developed.

Community Committee: Comprised of a broad range of stakeholders, representing each of the Greater Peterborough Area's member communities. The Community Committee contributed relevant knowledge to the Sustainability Plan's development, while at the same time making sure that it is consistent with community interests.

Community Energy Plan: A strategic plan developed with the objectives of attracting investment in the energy sector, ensuring a reliable energy supply, and reducing the environmental impacts associated with energy generation and consumption.

Community Improvement Plan: A tool shaped by local priorities and needs that a municipal government can use to target areas in need of rehabilitation or redevelopment, facilitate community change in a coordinated manner, and/or stimulate private sector investment through incentive-based programs.

Community Partners: Include municipalities, First Nations, institutions, local groups and organizations, and businesses that together share the implementation of the Sustainable Peterborough Plan. By continuing to pursue actions already being undertaken, or taking on new actions that move us closer to our *Vision*, Community Partners together help make the Greater Peterborough Area a sustainable community.

Complete Communities: A complete community is one that provides opportunities to live, work, shop, and play. In other words, you are in close proximity to all you need in your day-to-day life, such as options for food, housing, transportation, recreation, education, retail, and employment.

Complete Streets: A movement that encourages streets to be designed and operated with all users (pedestrians, cyclists, public transit rides, and personal vehicle users) of all ages and abilities in mind.

Current Conditions: At the beginning of the development of the Sustainable Peterborough Plan, a thorough assessment of all ongoing plans, policies, programs, and initiatives in the Greater Peterborough Area was undertaken. This assessment has provided direction for Sustainable Peterborough, and the opportunity to align current sustainability initiatives in the region.

Goals: Describes what each *Theme* looks like if our *Vision* is achieved. The goal statement describes what success looks like in a sustainable future for a particular *Theme*, aligned with the *Vision* and ultimately the *Principles*. It generally takes the form of a statement of the highest aspirations and

purpose for the community system combined with a number of long-term *Strategic Directions* that provide further detail.

Healthy Communities: An international movement that takes a holistic view of communities, recognizing the interconnectedness of a variety of issues. Healthy Community initiatives include a broad, multi-sectoral (social, environmental, and economic) approach that benefit the entire community.

Municipal Cultural Plan: Is a process for utilizing a community's cultural assets to support economic development and to integrate culture into local planning and decision-making processes.

Principles: Provide our community and the Sustainable Peterborough team with guidance in developing our *Themes, Goals, Strategic Directions, and Priority Actions*, as well as guidance in future decision-making.

Priority Actions: Certain actions have been identified as a priority by the community. Priority Actions are grouped under each of the *Themes*, which provide greater detail on potential activities and which of our community partners can help implement them.

Steering Committee: Comprised of a diverse group of stakeholders tasked with the responsibility of providing direction to the planning process through all stages of its development.

Strategic Directions: High level objectives that are intended to provide guidance on moving from the *Current Condition* to the *Goal* developed for each *Theme*.

Sustainable Peterborough Toolbox: A collection of approaches, programs and initiatives that can be adopted on a voluntary basis by Community Partners.

Themes: A Theme is a specific focus area of Sustainable Peterborough that has emerged an area of importance to our community and supports achievement of the overall *Vision*, such as energy, climate change, water, or economic development and employment.

Vision: This is the overall image for community sustainability in 25 years from now. All actions taken in the future should move the Greater Peterborough Area closer to its *Vision*.

APPENDICES

Appendix A – Priority Actions

Appendix B – List of Potential Initiatives

Appendix C – Toolbox

Appendix D – Developing Sustainable Peterborough through Community Collaboration

Appendix E – Current Conditions Report

Appendix F – Suggested Resolution of Council for Municipal Partners

Appendix G – Report Card Indicator Framework

Appendix H – Funding Sources



Energy Conservation and Demand Management Plan

June 2014

Purpose

Ontario Regulation 397/11, Energy Conservation and Demand Management Plans, requires all broader public sector (BPS) organizations, including hospitals, municipalities, universities, colleges, school boards and municipal service boards responsible for water and sewage treatment and pumping operations to report on their annual energy use and greenhouse gas (GHG) emissions in designated buildings/facilities by July 1 beginning in 2013; and develop and implement a 5-year Energy Conservation and Demand Management Plan (CDM) by July 1, 2014.

The Conservation and Demand Management Plan should contain policies that the Township will implement to add energy efficiency to the forefront of decision making processes with regard to capital projects, infrastructure, budget, employee training and daily operations.

Figure 1 - Energy Management Plan Framework



Section 1 - Introduction & Background

Successful energy management depends on the integration of energy efficient practices into the “business as usual” conduct of the organization, is based on a regular assessment of energy performance, and requires the implementation of procedures and measures to reduce energy waste and increase efficiency. Regardless of the size of the municipality, the common element of successful energy management is the allocation of staff and resources to continually improve energy performance.

Section 2 - Our Commitment

Effective energy management begins with the specific, visible expression of commitment by the senior authorities in the Municipality to making the reduction of energy consumption an organizational priority. At a minimum, this commitment includes a resolution by Municipal Council articulating the staff mandate to plan and implement measures for energy efficiency improvement.

Declaration of Commitment:

The Township of Cavan Monaghan is committed to undertaking economic measures to increase energy efficiency as a means of limiting the production of greenhouse gas emissions.

Vision:

We are continually reducing our total energy consumption and associated carbon footprint through wise and efficient use of energy and resources, while still maintaining an efficient and effective level of service for our clients and the general public.

Energy management leader and team:

Energy Leader:

Kyle Phillips, Chief Building Official and Gerry Barker, Manager of Facilities have been designated as our energy leaders with overall responsibility for corporate energy management.

Energy team:

We have appointed the following employees/positions to act as departmental energy efficiency team members:

Yvette Hurley, CAO

Kimberley Pope, Director of Finance/Treasurer

Bridgette Ayotte, Economic Development Co-ordinator

Bill Balfour, Fire Chief

Karen Ellis, Director of Planning

Wayne Hancock, Director of Public Works

Section 3 - Our Understanding (Current State):

The Energy Management Plan requires a thorough understanding of the current corporate energy situation, including policies, programs, practices, and processes. Key areas of examination include energy data management, energy supply, energy demand, and energy use management. The strategic energy management plan includes these information outputs.

Stakeholder Needs:

Internal stakeholders (Council, Committees of Council, CAO, Staff) need:

- a) an up-to-date and relevant energy management plan with clear vision, goals, and targets in order to clearly communicate the corporate commitment to energy efficiency;
- b) timely, regular reports and information to maintain awareness of energy use; and,
- c) training and support to develop the skills and knowledge required to implement energy management practices and measures.

External stakeholders (residents, community organizations, businesses, Province) need:

- a) the municipality to be accountable for energy performance and to minimize the energy component of the costs of municipal services; and,
- b) the municipality to reduce the carbon footprint associated with its corporate energy use

Current Municipal Energy Situation:

Energy Consumption and Demand:

The current energy usage by building is detailed in the attached spreadsheet - (Appendix A) 2012 energy consumption, cost and GHG emissions).

How Energy Is Currently Managed:

The management of our energy is a combination of energy data management, energy supply management, and energy use management.

Energy Data Management: Our municipal energy data is managed through the LAS Energy Planning Tool. The data is received via supplier invoicing then tracked and/or monitored using the LAS Energy Planning Tool.

Energy Supply Management: Our municipal energy is supplied via a number of providers as outlined below:

- **Electricity** is supplied by HydroOne on an as needed basis and is priced at the standard rates offered by the provider.
- **Natural Gas** is supplied by Enbridge on an as needed basis and is priced at the standard rates offered by the provider.
- **Propane** is supplied by Casey's on an as-needed basis and is priced at the standard rate offered by the provider.
- **Vehicle fuel** is supplied by Suncor Energy Products Partnership for diesel and Upper Canada Fuels for gasoline on an as needed basis and is priced at the standard rate offered by the retailer at the time. The fuel is purchased on an as needed basis by the operator of the vehicle.

Energy Use Management: Day to day management of energy has been primarily the responsibility of facility managers. The tool that will be available to the facility managers to aid in their efforts to reduce energy use will be LAS' Energy Planning Tool (EPT).

Section 4 - Our Plan:

Based upon a clear understanding of the current energy practices, the plan can now be developed. It begins with goals which support the vision, followed by objectives which support the goals. Targets can be incorporated into the goals and/or the objectives. Areas of focus and associated strategies and/or polices can also be added.

Goals

- To improve the energy efficiency of our facilities by utilizing best practices to reduce our operating costs, energy consumption and greenhouse gas emissions.
- To maximize fiscal resources through direct and indirect energy savings.
- To reduce the environmental impact of Township operations.
- To improve the reliability of Township equipment and reduce maintenance.

Objectives

- Improve the Township's understanding of energy consumption
- Report energy performance changes and improvements
- Complete energy audits on all municipal facilities during the next five years
- To improve the efficiency of energy use through low-cost opportunities by implementing the following:
 - Employee training, and staff awareness.
 - Monitoring and tracking system.
 - Energy Demand Management program.
- A reduction in the energy intensity (energy per square foot/metre) of municipally owned buildings and operations of 5% by 2016 compared to fiscal 2011.

Focus Areas & Policies

The following section represents potential areas of focus and their associated strategies/policies.

Strategic:

- **Long-term strategic issues:** We will develop and implement energy policies, organize for energy management, develop the required skills and knowledge, manage energy information, communicate with our stakeholders, and invest in energy management measures.
- **Links with other municipal plans and management processes:** As an integral component of the management structure, the energy management plan is to be coordinated with the municipality's budget planning, strategic plan, purchasing policy, preventative maintenance plans, environmental management plan, asset management plan, and the policy development process
- **Departmental responsibilities:** We will incorporate energy budget accountability into departmental responsibilities.

Energy Management Leader and Team

Resources:

- **Energy leader:** Kyle Phillips, Chief Building Official and Gerry Barker, Manager of Facilities have been designated as our energy leaders with overall responsibility for corporate energy management
- **Energy team:** We will identify staff members and personnel from our critical service providers who carry significant responsibility for energy performance or who can make essential input to energy management processes.
- **Staffing requirements and duties:** We will incorporate energy efficiency into standard operating procedures and the knowledge requirement for operational jobs.

Staff training and communication:

- **Communication programs:** We will develop a communication strategy that creates and sustains awareness of energy efficiency as a corporate priority among all employees and conveys our commitment and progress to our stakeholders.

- **Energy Awareness Training:** We will develop and deliver training focused on the energy implications of employees' job functions and the day-to-day opportunities for conserving energy found in the workplace and at home.
- **Energy Skills Training:** We will develop and deliver skills training for operators, maintainers and other employees that have "hands-on" involvement with energy consuming systems in order to improve the team's ability to achieve energy efficiency improvements.

Development of Energy Projects

- **Internal assessments:** We will develop a methodology for the internal assessment of energy performance of municipal facilities and their energy loads. In addition, a process will be developed for identifying and cataloguing energy efficiency improvements.
- **Staff suggestions:** We will implement a dynamic process for submitting and processing staff suggestions for energy efficiency improvements.
- **Energy audits:** We will establish the criteria for energy audits for the requirement and frequency of municipal facility energy audits. The energy audits will be carried out based on the developed policy.

Investment in Energy Projects

- **Investment criteria:** We will develop and/or clarify as necessary the financial indicators that are applied to investment analysis and prioritization of proposed energy projects, taking due consideration of the priority given to energy efficiency projects versus other investment needs (life cycle versus simple payback).
- **Consideration of energy efficiency for all projects:** Life cycle cost analysis will be incorporated into the design procedures for all energy projects.
- **Budgetary resources for energy projects:** Energy projects will be integrated into our capital planning and budget development procedures.
- **Capital:** Savings and incentives from previous energy efficiency projects will be incorporated into our annual capital planning procedures as a separate envelope.
- **Other sources of funds for energy projects:** The Energy Team will be mandated to investigate, document, and communicate funding sources for energy projects, including government and utility grants and incentives.

Procurement

- Consideration of energy efficiency of acquired equipment: Our purchasing procedures will be modified as required to incorporate energy efficiency into the criteria for selection and evaluation of materials and equipment.
- Standards for new buildings: We will develop criteria for the design and/or acquisition of new buildings that include energy performance factors and that use as appropriate the principles embedded in performance standards such as LEED and the Model National Energy Code for Buildings.
- The Township will establish criteria in the Procurement Policy based on energy goals and objectives for the selection of external consultants and energy suppliers.
- The Township will further develop and clarify the necessary financial indicators that are applied to investment analysis of energy projects. This will help prioritize proposed energy projects and ensure that life cycle cost analysis are incorporated in the design procedures for all energy projects.
- The Township will continue to investigate participating in energy purchasing cooperatives where there are opportunities. These programs exist at both a local level and Provincial level. These opportunities need be examined with not only a focus on cost, but also include quality and reliability in the equation.

Section 5 - Our Execution:

All work completed on the plan to date culminates in the development of actions for execution. Generally, an action can be classified as a program, process, or project. In addition, all actions should be linked back to a particular objective developed earlier in the plan in order to ensure that they support the objectives, which in turn supports the goals, which in turn move the municipality towards its vision.

Type	Objective	Action	Cost / Savings Estimate	Owner	Target Date
Program	Awareness	Add energy awareness to Department Head meetings	Awareness	CAO	2014
Program	Training	Develop training protocol		CAO and Staff	2014
Program	Awareness	Help staff and the public understand the value in energy conservation through the use of the Township website		Website Administrator and all Departments	2014
Process	Awareness	Energy reports to be distributed to directors on an annual basis		Energy Leader	2014
Process	Procurement	Modify Township Procurement Policy		Director of Finance	2014
Project	Energy Efficiency	Enhance Building Envelope—such as caulking, weather-stripping, and insulation in all buildings in terms of energy use.	Cost: \$6,000 Savings: \$4,000/yr	Parks and Facilities Manager	2014
Project	Ground Mounted Solar Units	8 Installations of Solar Tracking Units various Township properties	8 Solar Tracking Units Installation in 2013 Cost: \$461,260 Revenues: \$64,000/yr	Director of Public Works	2014
Project	LED Street Lighting	Replacement of entire street light inventory from high pressure sodium to LED	Cost: \$43,771 Savings \$32,508/yr	Director of Public Works	2014-2015

Project	Small Business Lighting	Retrofit of existing lighting in 4 of the facilities.	Cost: \$2,876 Savings \$2,096/yr	Chief Building Official	2013-2014
Project	Window Upgrades	Window replacement at the Old Millbrook School	Cost: \$55,000 Savings: unknown	Manager of Facilities	2011
Project	Door replacement	Replacement of double doors at the Community Centre to a higher U-Value	Cost: \$3,450 Savings: unknown	Manager of Facilities	2014

Section 6 - Our Evaluation:

The results of our energy management plan will be evaluated by monitoring our progress towards our targeted performance, and by reporting the findings to our various stakeholders. In addition, our evaluation will include a review and update of the energy plan as necessary. The evaluation process is ongoing and provides the critical feedback that leads to continuous improvement.

Monitoring Progress

Ongoing monitoring of consumption: An energy monitoring and targeting (M&T) system will be implemented and maintained as an integral component of our management information system.

Review & Reporting

Reporting for the GEA: Reporting requirements for the Green Energy Act and other pertinent provincial legislation will be factored into our reporting procedures.

We will review and evaluate our energy plan, revising and updating it as necessary, on an annual basis within our corporate planning/budget process.

References

County of Peterborough (November 2012). Energy Management Plan.



Regular Council Meeting

To:	Mayor and Council
Date:	February 16, 2015
From:	Wayne Hancock, Director of Public Works
Report Number:	Public Works 2015-05
Subject:	Cavan Ward Curbside Collection

Recommendations:

1. That Council approve curbside collection in the Cavan Ward in the Township of Cavan Monaghan to commence on May 1, 2015; and
2. That Council approve By-law No. 2015-16 to authorize the Clerk and Mayor to sign an amended agreement with Withers Waste Management as per the Tender T-PW-14-06 documents for curbside collection; and
3. That the curbside waste collection in the Cavan Ward occur on Fridays, being the same day as recycling collected by the County of Peterborough's contractor; and
4. That staff monitor usage at the Cavan Transfer Station and report back to Council on any proposed changes; and
5. That the current bag tag system be discontinued May 1, 2015 if the curbside collection in Cavan Ward is approved and any bags being deposited at the Transfer Station be charged \$2.25 per bag.

Overview:

Currently in the Township of Cavan Monaghan two of three Wards have garbage and recycling pick-up. Millbrook has pick-up on Fridays, North Monaghan has pick-up on Wednesdays. Cavan Ward residents only have recycling pick-up on Fridays. Residents in the Cavan Ward have raised concerns such as the distance for them to drive to the Transfer Station, use of personal vehicle to deliver and drop off waste, as well as being limited to only recycling curbside pick-up and not garbage. The other two wards have had both garbage and recycling collection in place for many years.

Residents may find curbside pick-up more convenient as both recycling and garbage can be collected on the same day. Currently, the County provides curbside recycling throughout the Township, but some residents do not use it as it is easier to take all waste and recycling to the Transfer Station. Curbside collection will reduce those residents having to use the Transfer Station for both waste and recycling. The County has indicated that Cavan Ward is one of the few areas that does not have a curbside waste collection program.

Presently in the Township, as previously noted, two wards receive curbside pick-up and these are Millbrook and North Monaghan. The environmental tax levy is area rated and Millbrook and North Monaghan pay for curbside service as well as their proportionate share of the Transfer Station annual operating costs. Introducing curbside in the Cavan Ward would eliminate the area rating and would provide the same service level throughout the Township.

Under the present Township By-law No. 2012-06, residents are allowed to dispose of two bags per week at no cost at the curbside. As the Township does not have curbside collection throughout, a bag tag system was introduced to control the number of bags that were disposed annually. This system is difficult to control without careful monitoring, particularly at the Transfer Station. If the Township was to control waste and encourage recycling, this system should change. If curbside collection is introduced in Cavan Ward, the Township will eliminate bag tags completely and the by-law would be controlled at the curbside by the Collection Contractor. Any bags being deposited at the Transfer Station will be charged \$2.25.

When the tender was called for waste collection in 2014, Township Staff called for a provisional price for the curbside collection in the Cavan Ward. It is using this tender price that we are able to provide the financial breakdown noted below in this report. The Contractor has been contacted and they have confirmed that they will provide this contract service at the same tendered prices and will provide the curbside collection on the same weekday as the recycling collection, which is Fridays.

If this is approved, residents would be required to place both their recycling and their waste at the curbside by 7:00 a.m. on the day of collection for the Cavan Ward. The number of bags will be two per collection day for residential properties and four bags per week for commercial. Residents of the Cavan Ward would be notified by a flyer which will be mailed to each home and business. In addition a special notice will be on the website, Township facilities, and in the local newspapers.

With Council support, Township Staff will be reviewing the waste management program and will report back to Council on how this change will affect the current hours at the Transfer Station. Nonetheless, this change will still require the Transfer Station to stay open for residents who may have excess waste. Staff will also be reviewing the usage, tonnage of materials received and hours of operation at the Transfer Station. This information would be brought back to Council for further consideration.

Public Works Staff are recommending Council to introduce curbside waste collection in the Cavan Ward commencing on May 1, 2015. This will not only provide a higher level of service for residents in Cavan Ward but the same service level as presently in place in the other two wards.

Financial Impact:

The curbside collection program will cost the residents of Cavan Ward, annually a total of approximately \$31,800.00 plus H.S.T. which is an allowance for additional residential houses in Cavan Ward. The Township will save an estimated amount of \$32,000.00 from a reduction in bin lifts at the Transfer Station, presently paid under contract services for haulage by Withers Waste Management. In addition, if curbside collection is introduced, the elimination of bag tags would save \$3,500.00 per year. Staff would also review the hours of operation at the Transfer Station which could result in further savings annually of an estimated amount of \$30,000.00. Recommendations and further changes with the estimated savings would form part of a further report to Council after the curbside is implemented if approved.

Attachment:

Attachment No. 1: By-law No. 2015-16 – Being a by-law to authorize the Mayor and Clerk to sign an Amending Agreement for the curbside collection in the Cavan Ward with Withers Waste Management.

Respectfully Submitted by,

Reviewed by,

Wayne Hancock
Director of Public Works

Yvette Hurley
Chief Administrative Officer

The Township of Cavan Monaghan

By-law No. 2015-16

Being a by-law to authorize the Mayor and Clerk to sign an Amending Agreement for the curbside collection in the Cavan Ward with Withers Waste Management.

Whereas the Municipal Act, 2001, S.O. c.25, s.11(3) as amended, provides that a lower tier and upper tier municipality may pass a by-law authorizing the approval of by-laws regarding matters within the spheres of jurisdiction;

And Whereas the Township of Cavan Monaghan deems it desirable to amend the current Agreement with Withers Waste Management to reflect curbside collection in the Cavan Ward and execute the amended Agreement with Withers Waste Management;

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the Mayor and Clerk are hereby authorized to execute the Amending Agreement with Withers Waste Management.
2. That the Amended Agreement is attached as Schedule 'A' to this By-law.

Read a first, second and third time and passed this 16th of February, 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk

This Agreement made the 5th day of August, 2014

Between:

The Township of Cavan Monaghan

And

**Deanna Roberts
Operating as Withers Waste Management**

Whereas Cavan Monaghan owns and operates a municipal waste transfer station within its municipal boundaries (hereinafter called “the transfer station”);

And Whereas Cavan Monaghan wishes to enter into a contract for the collection and transportation of household domestic waste from properties (“curbside collection”) within the Millbrook and North Monaghan Wards of the Township;

And Whereas Withers carries on the business of waste collection and transportation and was awarded the contract to conduct curbside collection within the Millbrook and North Monaghan Wards of the Township;

And Whereas Cavan Monaghan has jurisdiction over waste management and collection pursuant to Section 11 of the Municipal Act, 2001;

Now Therefore in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt whereof is hereby acknowledged, the parties agree as follows:

1. Term

- 1.1. This Agreement shall be for a period commencing on the 5th day of August, 2014 and ending on the 5th day of August, 2017.
- 1.2. This Agreement may be terminated by either party, without penalty, upon giving notice a minimum of 90 days prior to the proposed date of termination.
- 1.3. This Agreement includes the potential of two, single year extensions.

2. Services

Withers

- 2.1. Withers shall collect household (domestic) waste from the properties (“curbside collection”) in the Millbrook and North Monaghan Wards once every week for the term of the agreement.

2.2. Withers shall transport the household (domestic) waste to the Bensfort Landfill Site.

2.3. Withers shall maintain a system of identifying all loads referenced delivered to the Bensfort Landfill Site.

2.4. Withers shall supply and maintain all equipment for curbside collection and disposal to the satisfaction of the Township of Cavan Monaghan.

2.5. Withers shall provide a schedule of collection routes to the Township of Cavan Monaghan for publication. Changes to the curbside collection schedule and routes shall only be made by Withers upon providing 30 days written notice to the Township of Cavan Monaghan.

2.6. Withers shall not mix any waste from any source with waste collected under the terms of this agreement.

3. Ownership and Liability of the Waste

3.1. Upon the commencement by Withers of curbside collection, Withers shall assume full ownership, responsibility and liability for all waste collected and transported to the Bensfort Landfill Site.

3.2. Withers agrees to accept all waste materials, under this Agreement, in an "as is, no warranty" condition.

4. Authorizations and Obligations

Withers

4.1. Withers warrants, and it's a condition precedent to the obligations of the Township of Cavan Monaghan under this Agreement, that it has all authorizations, including any required permits and certificates, to collect, transport and process the recyclable materials obtained at the landfill site and shall provide copies of all permits and certificates.

4.2. Withers officers, employees or agents shall at all times comply with the provisions of the Occupational Health and Safety Act, R.S.O. 1990, c O.1 and regulations as may be amended from time to time, and take every precaution reasonable in the circumstances for the protection of workers.

4.3. At any time during the term of this Agreement Withers shall provide annually at its own expense, proper evidence of compliance with the Workplace Safety and Insurance Act, 1997, S.O. 1997, c 16 Sch. A (including payments thereunder) by Withers or any subsidiary corporation.

Township of Cavan Monaghan

4.4. Township of Cavan Monaghan has jurisdiction to authorize the curbside collection of household domestic waste and has the authority to direct Withers to deliver waste to the Bensfort Landfill Site.

5. Administration and Payment for Services

5.1. Township of Cavan Monaghan agrees to pay Withers in accordance with Schedule 'A', in compliance with the provisions of section 5.2.

5.2. Withers shall submit invoices for services rendered in connection with curbside collection and transportation to and from the transfer station on a monthly or bi-monthly basis.

5.3. Township of Cavan Monaghan shall pay the full amount of invoices within 30 days of receipt.

5.4. Withers shall submit receipts to Township of Cavan Monaghan on a weekly basis, from the Bensfort Landfill Site confirming the delivery of each load of household (domestic) waste.

6. Indemnity

6.1. Withers shall indemnify and hold harmless the Township of Cavan Monaghan, its officers, employees and agents from and against any and all claims, fines, penalties, liabilities, damages, losses and judgements, including costs and expenses against, or be charged to or recoverable from the Township of Cavan Monaghan for any reason arising directly or indirectly out of the entering into of this agreement, or in any way connected with, the furnishing of the services under this Agreement except to the extent they are due to the negligence, fault, or willful act of the Township of Cavan Monaghan or any of its officers, employees or agents.

6.2. Without limiting the generality of paragraph 6.1, Withers shall indemnify and hold harmless the Township of Cavan Monaghan, its officers, employees and agents from and against any and all claims, fines, penalties, liabilities, damages, losses and judgement, including costs and expenses against, or be charged to or recoverable from the Township of Cavan Monaghan for any reason arising out of any injury sustained by Withers' employees while conducting curbside collection or transporting waste to the Bensfort Landfill Site except to the extent that they are due to the negligence, fault, or willful act of Township of Cavan Monaghan or any of its officers, employees or agents.

7. Insurance

7.1. Withers shall lodge with the Township of Cavan Monaghan, confirmation of Public Liability and Property Damage Insurance, insuring for the joint benefit of Withers and the Township of Cavan Monaghan, against any liability that may arise out of any work to be performed pursuant to this Agreement.

7.2. Such policy shall carry limits of liability in the amount to be specified by the Municipality, but in the event shall it be less than \$3,000,000.00 inclusive comprehensive general liability and such policy shall:

1. Contain a cross-liability clause;
2. Include the following names as insureds:
The Township of Cavan Monaghan
3. Contain a provision that the insurance Withers agrees to notify the Township of Cavan Monaghan 15 days prior to any cancellation or expiry of the said insurance policy.

7.3. Any certificate of coverage filed with the Township of Cavan Monaghan shall specifically contain confirmation that the coverage as specified in paragraph 7.2 above is in effect.

7.4. Withers shall, from time to time as required by the Township of Cavan Monaghan provide confirmation that all premiums on such policy or policies of insurance have been paid, and that the insurance is in full force and effect. Withers shall file a copy of the policy with the Municipality.

7.5. The issuance of such policy of insurance shall not be constructed as relieving the Withers form responsibility for other or larger claims, if any, and for which it may be held responsible.

7.6. Withers shall bear the risk and responsibility of any loss, damage or expense to the services provided hereunder or to itself of any nature and kind whatsoever arising from strikes or labour disputes.

8. Deficient Work

8.1. If any services, equipment, materials or workmanship furnished by Withers is defective or any aspect of performance of service is deficient the Township of Cavan Monaghan may in its sole discretion, in writing.

1. Require Withers promptly to remedy the defect or deficiency;
2. Suspend or terminate all or any part of the services effective upon the giving of the notice; or
3. Do both of the foregoing.

8.2. Costs to remedy such defects or deficiencies and any additional costs resulting there from shall be at Withers expense.

9. Suspension and Termination

9.1. The Township of Cavan Monaghan may, at any time, suspend or terminate any part of the service, including all remaining work for any justifiable reason whatsoever effective immediately upon notice to Withers. Withers shall continue to execute any part of the service not suspended or terminated.

9.2. In the event of termination, except for suspension, pursuant to Section 8 Deficient Work, Withers is entitled to full payment for the part of the service provided by it up to the effective date of such termination.

9.3. The Township shall not be liable to Withers for the loss of anticipated profit on the terminated portion or portions of the service.

9.4. If either party is in default of any of its obligations under this Agreement and fails to correct or commence and diligently pursue correction of such default within ten (10) days after having received notice thereof the non-defaulting party shall, in addition to any other rights which it may have at law or equity with respect or such default, be entitled to terminate this Agreement without further notice.

10. Assignment

10.1. Withers may not assign any of its rights or obligations under this Agreement without the prior written consent of the Township of Cavan Monaghan.

11. Entire Agreement

11.1. This Agreement constitutes the entire Agreement between Withers and the Township of Cavan Monaghan with respect to the subject matter hereof. There are no representations, warranties, terms, conditions, undertakings or collateral agreements, expressed, implied or statutory, between the parties other than expressly set forth in the Agreement.

12. Amendments and Waivers

12.1. No amendment to the Agreement will be valid or binding unless it is in writing and duly executed by the parties hereto. No waiver of any breach of any provision of this Agreement will be effective or binding unless it is in writing and signed by the party purporting to give such waiver and, unless otherwise provided, will be limited to the specific breach waived.

13. Further Assurances

13.1. The parties will, from time to time, execute and deliver all such further documents and instruments and do all acts and things as the other party may reasonable require to effectively carry out the provisions of the Agreement.

14. Governing Law

14.1. This Agreement is governed by and will be construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.

15. Notices

15.1. Any notice or other communication which may be given by either of the parties to the Agreement to the other shall be deemed to have been given and received three (3) business days after such notice or communication is mailed by registered addressed in the in the case of:

Withers, to it at; P.O. Box 1667, Peterborough, ON K9J 7S4

Township of Cavan Monaghan, to it at; Municipal Office,
988 County Rd 10
Millbrook, ON L0A 1G0

15.2. The parties may change the above addresses by notice in writing in the manner hereinbefore provided. Any notice or other communication may also be given by delivery at the above addresses and shall be deemed to have been given and received at the time or such delivery.

In Witness Whereof each of the parties has duly executed this Agreement under the hands of its authorized signing officers.

Dated at _____ this ____ of _____, 2015.

Deanna Roberts, Withers Waste Management

Dated at _____ this ____ of _____, 2015.

Mayor Scott McFadden

Clerk Elana Arthurs

Schedule 'A'

1. For Residential Pickup - 2 bags maximum per household

Item	Estimated Number of Stops	Estimated Route Distance (Total)	Unit Price per Stop	Number of Collections per year	Total Annual Cost (Excluding HST)
Millbrook Ward	724	10.2 km	\$0.60	52	\$22,588.80
North Monaghan Ward	444	30 km	\$0.72	52	\$16,623.36
*Cavan Ward	1990	60 km	\$0.30	52	\$31,044.00

* This is a provisional item that could be added subject to budget and Council approval

By-law 2015-16 was passed on February 16th, 2015 authorizing the Mayor and Clerk to execute the Amending Agreement with Withers Waste Management. This reflects the addition of curbside collection in the Cavan Ward in the amount stated above.

2. For Commercial/Business Pickup – 4 bags maximum per business

Item	Estimated Number of Stops	Estimated Route Distance (Total)	Unit Price per Stop	Number of Collections per year	Total Annual Cost (Excluding HST)
Millbrook Ward	43	10.2 km	\$0.98	52	\$2,191.28
North Monaghan Ward	56	30 km	\$1.48	52	\$4,309.76

3. For Leaf and Brush pickup; twice yearly (spring and fall)

Item	Estimated Number of Stops	Estimated Route Distance (Total)	Unit Price per Stop	Number of Collections per year	Total Annual Cost (Excluding HST)
Millbrook Ward	724	10.2 km	\$0.73	2	\$1,600.00
North Monaghan Ward	444	30 km	\$0.73	2	\$1,600.00
Cavan Ward	1990	60km	\$1.99	2	\$2,000.00

4. For Bins at Transfer Station

Size of Bin	Number of Bins Required	Price per lift and haul 40km total trip distance (2 pickups/week)	Total Annual Cost (Excluding HST)
40 Yard	7	\$89.00	\$64,792.00
20 Yard	4	\$89.00	\$37,024.00

5. Price of pickup of Municipal Receptacles (7) located throughout downtown Millbrook, done weekly during Millbrook Curbside pickup.

Weekly Cost Per Bin: \$0.85 Yearly Cost Per Bin: \$44.20 Total Yearly Cost: \$309.40

Total Annual Cost for Services: Items 1-5

	Subtotal Cost	HST	Total Annual Cost
Year 1	\$153,038.60	\$19,895.02	\$172,933.62
Year 2	\$153,038.60	\$19,895.02	\$172,933.62
Year 3	\$153,038.60	\$19,895.02	\$172,933.62
Year 4*	\$153,038.60	\$19,895.02	\$172,933.62
Year 5*	\$153,038.60	\$19,895.02	\$172,933.62

* This is a provisional item that the contract will be extended subject to budget approval

Subtotal Cost for Years 1-3: \$459,115.80

On February 16, 2015 By-law 2015-16 was passed to approve and add curbside collection in Cavan Ward. This increases the price for years 2 and 3 in the amount of \$62,088.00=\$521,203.80

HST for Years 1-3: \$59,685.05 + \$8,071.49 = \$67,756.49

Total Cost for Years 2-3 \$588,960.29



Regular Council Meeting

To:	Mayor and Council
Date:	February 16, 2015
From:	Elana Arthurs, Clerk
Report Number:	Corporate Services 2015-06
Subject:	Council Remuneration By-law

Recommendation:

The Council receive Report – Corporate Services 2015-06 and approve the Council Remuneration By-law for the 2014-2018 Term of Council.

Overview:

Section 283 of the Municipal Act states the following;

A municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board.

A by-law to determine the remuneration and expenses and allowable maximums for Council members is reviewed for each term of Council.

By-law No. 2015-05 as attached identifies the salary for the Mayor, Deputy Mayor and Councillor positions for 2015 and indicates that each salary will be increased annually by the Consumer Price Index (CPI) for the balance of the term.

The Manulife Group Benefit premiums are paid for by the municipality in addition to Council’s annual remuneration and allocated expenses.

The maximum allowable allocated expenses for Council as approved by a motion of Council is \$5,000.00

The \$5,000 is reduced by \$42.50 per month (\$510.00 per year) specifically for the provision of a cell phone.

The remaining balance of \$4,490.00 is to provide for the following:

- Convention/Conference/Workshop/Seminar Registration
- Convention/Conference/Workshop/Seminar Accommodations
- Per Diem of \$133.25 per day

- Meal Allowance of \$60 per day
- Mileage rate consistent with the County of Peterborough (currently \$0.55/km)
- Parking
- Materials and Supplies (business cards, ink toners/cartridges for home computers, publications etc.)

Financial Impact:

The 2015 Council Budget increased by 14.4%, which included the provision of an additional \$2,400 per member, where needed, to attend a 3rd conference within the first year of Council only. The 2016-2018 Council Budgets will contain the \$5,000 maximum allowable allocated expenses per member plus the annual CPI allocated to annual remuneration.

Attachment:

By-law No. 2015-15 being a by-law to set the remuneration and expenses of the members of Council or of a Local Board.

Respectfully submitted by,

Reviewed by,

Elana Arthurs
Clerk

Yvette Hurley
Chief Administrative Officer

The Township of Cavan Monaghan

By-law No. 2015-15

Being a by-law to set the remuneration and expenses of the members of Council or of a Local Board

Whereas pursuant to Section 283 of the Municipal Act, 2001, S.O. c.25, as amended, a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board;

And Whereas despite any Act, a municipality may only pay the expenses of the members of its council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as members, officers or employees and if,

- (a) the expenses are actually incurred; or
- (b) the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council or local board, of the actual expenses that would be incurred;

And Whereas pursuant to Section 283(5) of the Municipal Act, Council resolved that one-third of the remuneration paid to elected members of Council is deemed as expenses incident to the discharge of their duties as members of Council for the 2014-2018 term.

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the annual remuneration paid to the Mayor of the Township of Cavan Monaghan beginning January 1, 2015 will be \$37,393.11.
2. That the annual remuneration paid to the Deputy Mayor of the Township of Cavan Monaghan beginning January 1, 2015 will be \$24,909.63.
3. That the annual remuneration paid to the Councillors of the Township of Cavan Monaghan beginning January 1, 2015 will be \$18,725.81.
4. That for the term of Council, the annual remuneration be adjusted annually in accordance with the Consumer Price Index (CPI).
5. That travel expenses incurred traveling within the Township of Cavan Monaghan be assumed by the individual member of Council as part of his/her overall remuneration.

6. That each member of Council shall be reimbursed for eligible expenses (identified in 8, 9, 10 and 11) up to a total maximum of \$5,000.00 per annum.
7. That in the first year of a new term of council, that an additional \$2,400 be made available for each member of council to ensure all members have the opportunity to attend three (3) municipal conferences, Rural Ontario Municipal Association/Ontario Good Roads Association (ROMA/ORGA), Association of Municipalities of Ontario (AMO) and Ontario East Municipal Conference (OEMC).
8. That travel expenses incurred traveling outside the Township of Cavan Monaghan may be submitted to the Township's Director of Finance/Treasurer for re-imburement as part of the annual maximum allocated expenses.
9. That the mileage rate per kilometer be consistent with the rate paid by the County of Peterborough as adjusted from time to time.
10. That members of the Township of Cavan Monaghan Council attending an approved convention/conference/seminar/workshop may receive a Per Diem of one hundred and thirty three dollars and twenty-five cents (\$133.25) per day, a meal allowance of up to sixty dollars (\$60.00) per day, plus expense reimbursement for registration, mileage, parking and accommodation for a maximum of three (3) days per approved convention/conference/seminar/workshop, upon submission of proof of registration as part of the annual maximum allocated expenses.
11. That the Township of Cavan Monaghan provide a maximum allowance of \$42.50 per month toward the cost of a cell phone service as part of the annual maximum allocated expenses.
12. That eligible Manulife Group Benefit premiums shall be paid at 100% by the municipality and that the total annual premium amount shall be in addition to the annual remuneration and annual maximum allocated expenses for Council members.
13. That this By-law become effective the 1st day of January, 2015.

Read a first, second and third time and passed this 16th day of February 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk

Township of Cavan Monaghan

Outstanding Action Item Report Form

Name	Date Requested	Who Requested The Action	Resolution/Direction	Estimated Completion Date
Dept. Heads	July 4, 2011	Council	Report on Projects that are Shovel Ready or Close to Shovel Ready	Ongoing
Wayne Hancock	February 2, 2015	Council	Winter Maintenance Policy	March 2015
Karen Ellis & Yvette Hurley	February 2, 2015	Council	Potential Location for Community Centre/Arena	March 2015
Brigid Ayotte	February 2, 2015	Council	Surplus Land	March 2015
Gerry Barker & Yvette Hurley	February 2, 2015	Council	Outdoor Skating Rink	March 2015

Adoption By-law for Official Plan Amendment No. 1

By-law No. 2015-12

The Council of the Township of Cavan Monaghan, in accordance with the provisions of Section 17 of the Planning Act, R.S.O., 1990, as amended, hereby enacts as follows:

1. Amendment No. 1 to the Township of Cavan Monaghan Official Plan consisting of the attached explanatory text is hereby adopted.
2. That the Clerk is hereby authorized and directed to make application to the Peterborough County Planning Department for approval of the aforementioned Amendment No. 1 to the Township of Cavan Monaghan Official Plan.
3. This By-law shall come into force and take effect on the day of the final passing thereof, subject to the approval of the Peterborough County Council.

Enacted and passed this day of, 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk

The Township of Cavan Monaghan

By-law No. 2015-13

Being a by-law to amend By-law No. 2004-62, as amended, otherwise known as “The Township of Cavan-Millbrook-North Monaghan Zoning By-law”.

Whereas the Township of Cavan Monaghan received official plan and zoning by-law amendment applications for lands at 400 Stewart Line in part of Lot 6, Concession 12 of the Cavan Ward.

And Whereas the Council of the Township of Cavan Monaghan adopted Official Plan Amendment No.1 to the Township of Cavan Monaghan Official Plan by By-law No. 2015-12;

And Whereas the Council of the Township of Cavan Monaghan reviewed the proposed rezoning and now deems it advisable to further amend By-law No. 2004-62, as amended.

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. Map B-1 of Schedule "A" to By-law No. 2004-62, as amended, is hereby further amended by changing the zone category on a portion of the lands at 400 Stewart Line in part of Lot 6, Concession 12 of the Cavan Ward from the Agricultural (A) Zone to the Agricultural Exception Nine (A-9) Zone and from the Agricultural (A) and Rural (RU) Zones to the Agricultural Exception Ten (A-10) Zone as shown on Schedule "A" attached hereto and forming part of this By-law.
2. Section 11.6 of By-law No. 2004-62, as amended, is further amended by adding subsections 11.6.9 and 11.6.10 that shall read as follows:

“11.6.9 Agricultural Exception Nine (A-9) Zone

In addition to the uses permitted in Sections 11.1 and 11.2, a special event facility is permitted in the Agricultural Exception Nine (A-9) Zone. For the purposes of the Agricultural Exception Nine (A-9) Zone, a special event facility is defined as buildings and/or structures and the surrounding grounds used for weddings, exhibitions, indoor concerts, cultural festivals, retreats and educational classes.“

The minimum lot area and lot frontage requirements shall be 5.3 hectares (13.1 acres) and 298.1 metres (978 feet) respectively. The minimum front yard depth requirement for the existing single detached dwelling shall be 22 metres (72 feet).

Notwithstanding the regulations of Section 3.16, the minimum number of required loading spaces for the special event facility shall be one (1). No waiting space is required.

Notwithstanding the regulations in Sections 3.20.4 and 3.20.6, the parking area for the special events facility may be located in a hay field or fields adjacent to the facility. The surface of the parking areas may grass. The application of a stable surface is not mandatory. The field(s) shall, however, be marked and maintained to ensure organized parking, to ensure adequate drainage and to prevent the raising of dust or loose particles.

11.6.10 Agricultural Exception Ten (A-10) Zone

All of the regulations of the Agricultural (A) Zone apply to the Agricultural Exception Ten (A-10) Zone except that the minimum lot area and lot frontage requirements are 25 hectares (62 acres) and 0 metres (0 feet) respectively.”

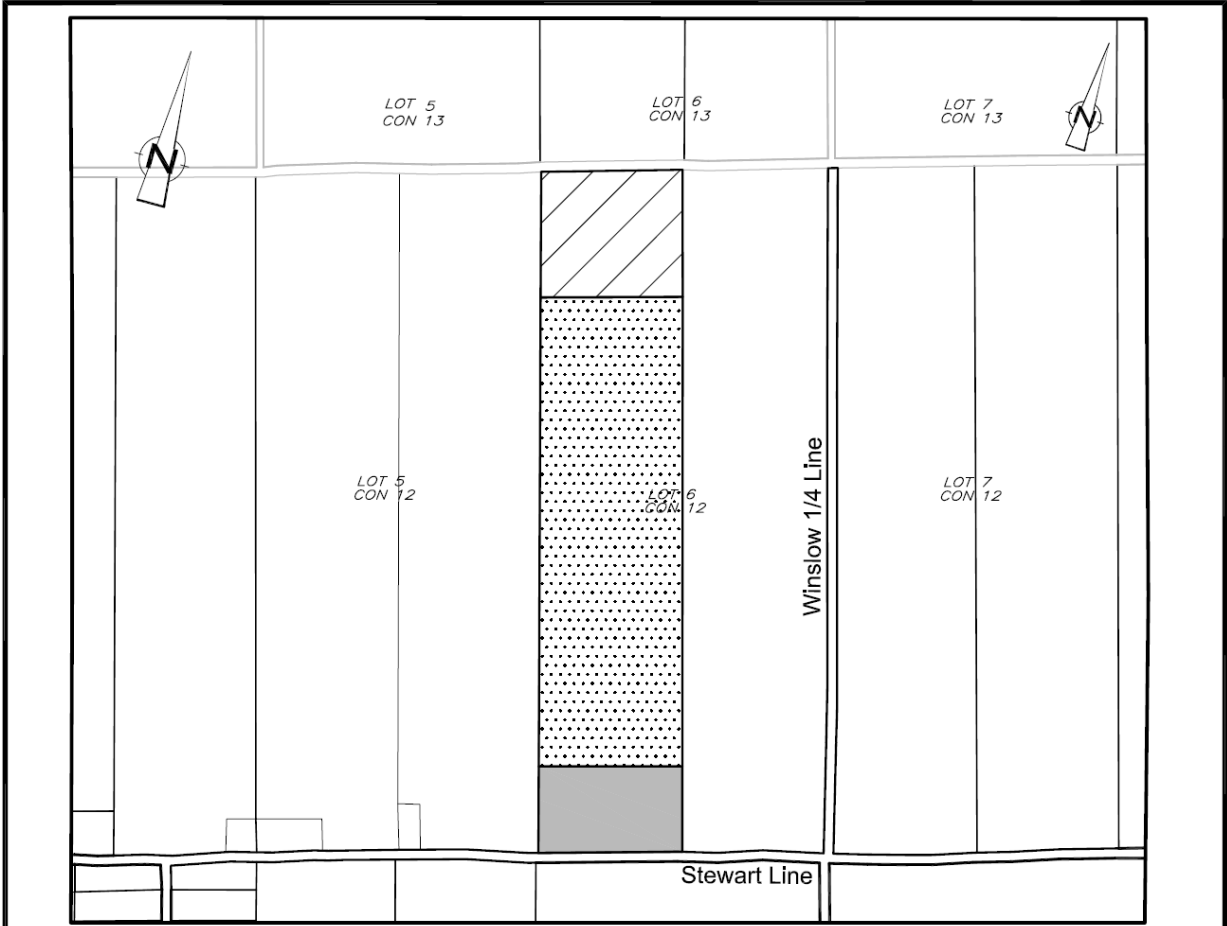
If no notice of objection is filed with the Clerk within the time provided, this By-law shall become effective on the date of passing.

If a notice of objection is filed with the Clerk, this By-law shall become effective on the date of passing hereof subject to the disposition of any appeals.




Read a first, second and third time and passed this day of, 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk



SCALE 1:1,250

-  Lands to be rezoned from the Rural (RU) Zone to the Agricultural Exception Ten (A-10) Zone.
-  Lands to be rezoned from the Agricultural (A) Zone to the Agricultural Exception Ten (A-10) Zone.
-  Lands to be rezoned from the Agricultural (A) Zone to the Agricultural Exception Nine (A-9) Zone.

Township of
Cavan Monaghan
Cavan
Schedule 'A'
To By-Law No. _____

This is Schedule A to By-Law No. _____

Passed this ____ Day of _____, 2015.

Signatures of Signing
Officers

_____ Mayor

_____ Clerk



**The Township of Cavan Monaghan
By-law No. 2015-14**

**Being a by-law to remove the (h) symbol from By-law No. 2004-62, as amended,
related to the lands described as 28 Tupper Street in Concession 5, Part Lot 1,
East Tupper, South Bank of the Millbrook Ward of the
Township of Cavan Monaghan.**

Whereas the Council of the Township of Cavan Monaghan, by By-law No. 2014-39, zoned certain lands described as 28 Tupper Street in Concession 5, Part Lot 1, East Tupper, South Bank of the Millbrook Ward, as subject to a Holding (h) symbol to be removed upon certain conditions.

And Whereas the conditions for the removal of the Holding (h) symbol have now been satisfied.

And Whereas a Notice of Intention to remove a Holding (h) symbol was, pursuant to Section 36(4) of the Planning Act, R.S.O., 1990, as amended, circulated to all assessed persons within 120 metres of the subject lands by first class pre-paid mail.

Now Therefore, the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the Holding (h) symbol incorporated for lands described as 28 Tupper Street in Concession 5, Part Lot 1, East Tupper, South Bank of the Millbrook Ward, in Zoning By-law No. 2004-62, as amended, is hereby removed.

Read a first, second and third time and passed this 16th day of February, 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk

The Township of Cavan Monaghan

By-law No. 2015-15

Being a by-law to set the remuneration and expenses of the members of Council or of a Local Board

Whereas pursuant to Section 283 of the Municipal Act, 2001, S.O. c.25, as amended, a municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and of the officers and employees of the local board;

And Whereas despite any Act, a municipality may only pay the expenses of the members of its council or of a local board of the municipality and of the officers and employees of the municipality or local board if the expenses are of those persons in their capacity as members, officers or employees and if,

- (a) the expenses are actually incurred; or
- (b) the expenses are, in lieu of the expenses actually incurred, a reasonable estimate, in the opinion of the council or local board, of the actual expenses that would be incurred;

And Whereas pursuant to Section 283(5) of the Municipal Act, Council resolved that one-third of the remuneration paid to elected members of Council is deemed as expenses incident to the discharge of their duties as members of Council for the 2014-2018 term.

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the annual remuneration paid to the Mayor of the Township of Cavan Monaghan beginning January 1, 2015 will be \$37,393.11.
2. That the annual remuneration paid to the Deputy Mayor of the Township of Cavan Monaghan beginning January 1, 2015 will be \$24,909.63.
3. That the annual remuneration paid to the Councillors of the Township of Cavan Monaghan beginning January 1, 2015 will be \$18,725.81.
4. That for the term of Council, the annual remuneration be adjusted annually in accordance with the Consumer Price Index (CPI).
5. That travel expenses incurred traveling within the Township of Cavan Monaghan be assumed by the individual member of Council as part of his/her overall remuneration.

6. That each member of Council shall be reimbursed for eligible expenses (identified in 8, 9, 10 and 11) up to a total maximum of \$5,000.00 per annum.
7. That in the first year of a new term of council, that an additional \$2,400 be made available for each member of council to ensure all members have the opportunity to attend three (3) municipal conferences, Rural Ontario Municipal Association/Ontario Good Roads Association (ROMA/ORGA), Association of Municipalities of Ontario (AMO) and Ontario East Municipal Conference (OEMC).
8. That travel expenses incurred traveling outside the Township of Cavan Monaghan may be submitted to the Township's Director of Finance/Treasurer for re-imburement as part of the annual maximum allocated expenses.
9. That the mileage rate per kilometer be consistent with the rate paid by the County of Peterborough as adjusted from time to time.
10. That members of the Township of Cavan Monaghan Council attending an approved convention/conference/seminar/workshop may receive a Per Diem of one hundred and thirty three dollars and twenty-five cents (\$133.25) per day, a meal allowance of up to sixty dollars (\$60.00) per day, plus expense reimbursement for registration, mileage, parking and accommodation for a maximum of three (3) days per approved convention/conference/seminar/workshop, upon submission of proof of registration as part of the annual maximum allocated expenses.
11. That the Township of Cavan Monaghan provide a maximum allowance of \$42.50 per month toward the cost of a cell phone service as part of the annual maximum allocated expenses.
12. That eligible Manulife Group Benefit premiums shall be paid at 100% by the municipality and that the total annual premium amount shall be in addition to the annual remuneration and annual maximum allocated expenses for Council members.
13. That this By-law become effective the 1st day of January, 2015.

Read a first, second and third time and passed this 16th day of February 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk

The Township of Cavan Monaghan

By-law No. 2015-16

Being a by-law to authorize the Mayor and Clerk to sign an Amending Agreement for the curbside collection in the Cavan Ward with Withers Waste Management.

Whereas the Municipal Act, 2001, S.O. c.25, s.11(3) as amended, provides that a lower tier and upper tier municipality may pass a by-law authorizing the approval of by-laws regarding matters within the spheres of jurisdiction;

And Whereas the Township of Cavan Monaghan deems it desirable to amend the current Agreement with Withers Waste Management to reflect curbside collection in the Cavan Ward and execute the amended Agreement with Withers Waste Management;

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the Mayor and Clerk are hereby authorized to execute the Amending Agreement with Withers Waste Management.
2. That the Amended Agreement is attached as Schedule 'A' to this By-law.

Read a first, second and third time and passed this 16th of February, 2015.

Scott McFadden
Mayor

Elana Arthurs
Clerk

This Agreement made the 5th day of August, 2014

Between:

The Township of Cavan Monaghan

And

**Deanna Roberts
Operating as Withers Waste Management**

Whereas Cavan Monaghan owns and operates a municipal waste transfer station within its municipal boundaries (hereinafter called “the transfer station”);

And Whereas Cavan Monaghan wishes to enter into a contract for the collection and transportation of household domestic waste from properties (“curbside collection”) within the Millbrook and North Monaghan Wards of the Township;

And Whereas Withers carries on the business of waste collection and transportation and was awarded the contract to conduct curbside collection within the Millbrook and North Monaghan Wards of the Township;

And Whereas Cavan Monaghan has jurisdiction over waste management and collection pursuant to Section 11 of the Municipal Act, 2001;

Now Therefore in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt whereof is hereby acknowledged, the parties agree as follows:

1. Term

1.1. This Agreement shall be for a period commencing on the 5th day of August, 2014 and ending on the 5th day of August, 2017.

1.2. This Agreement may be terminated by either party, without penalty, upon giving notice a minimum of 90 days prior to the proposed date of termination.

1.3. This Agreement includes the potential of two, single year extensions.

2. Services

Withers

2.1. Withers shall collect household (domestic) waste from the properties (“curbside collection”) in the Millbrook and North Monaghan Wards once every week for the term of the agreement.

2.2. Withers shall transport the household (domestic) waste to the Bensfort Landfill Site.

2.3. Withers shall maintain a system of identifying all loads referenced delivered to the Bensfort Landfill Site.

2.4. Withers shall supply and maintain all equipment for curbside collection and disposal to the satisfaction of the Township of Cavan Monaghan.

2.5. Withers shall provide a schedule of collection routes to the Township of Cavan Monaghan for publication. Changes to the curbside collection schedule and routes shall only be made by Withers upon providing 30 days written notice to the Township of Cavan Monaghan.

2.6. Withers shall not mix any waste from any source with waste collected under the terms of this agreement.

3. Ownership and Liability of the Waste

3.1. Upon the commencement by Withers of curbside collection, Withers shall assume full ownership, responsibility and liability for all waste collected and transported to the Bensfort Landfill Site.

3.2. Withers agrees to accept all waste materials, under this Agreement, in an “as is, no warranty” condition.

4. Authorizations and Obligations

Withers

4.1. Withers warrants, and it's a condition precedent to the obligations of the Township of Cavan Monaghan under this Agreement, that it has all authorizations, including any required permits and certificates, to collect, transport and process the recyclable materials obtained at the landfill site and shall provide copies of all permits and certificates.

4.2. Withers officers, employees or agents shall at all times comply with the provisions of the Occupational Health and Safety Act, R.S.O. 1990, c O.1 and regulations as may be amended from time to time, and take every precaution reasonable in the circumstances for the protection of workers.

4.3. At any time during the term of this Agreement Withers shall provide annually at its own expense, proper evidence of compliance with the Workplace Safety and Insurance Act, 1997, S.O. 1997, c 16 Sch. A (including payments thereunder) by Withers or any subsidiary corporation.

Township of Cavan Monaghan

4.4. Township of Cavan Monaghan has jurisdiction to authorize the curbside collection of household domestic waste and has the authority to direct Withers to deliver waste to the Bensfort Landfill Site.

5. Administration and Payment for Services

5.1. Township of Cavan Monaghan agrees to pay Withers in accordance with Schedule 'A', in compliance with the provisions of section 5.2.

5.2. Withers shall submit invoices for services rendered in connection with curbside collection and transportation to and from the transfer station on a monthly or bi-monthly basis.

5.3. Township of Cavan Monaghan shall pay the full amount of invoices within 30 days of receipt.

5.4. Withers shall submit receipts to Township of Cavan Monaghan on a weekly basis, from the Bensfort Landfill Site confirming the delivery of each load of household (domestic) waste.

6. Indemnity

6.1. Withers shall indemnify and hold harmless the Township of Cavan Monaghan, its officers, employees and agents from and against any and all claims, fines, penalties, liabilities, damages, losses and judgements, including costs and expenses against, or be charged to or recoverable from the Township of Cavan Monaghan for any reason arising directly or indirectly out of the entering into of this agreement, or in any way connected with, the furnishing of the services under this Agreement except to the extent they are due to the negligence, fault, or willful act of the Township of Cavan Monaghan or any of its officers, employees or agents.

6.2. Without limiting the generality of paragraph 6.1, Withers shall indemnify and hold harmless the Township of Cavan Monaghan, its officers, employees and agents from and against any and all claims, fines, penalties, liabilities, damages, losses and judgement, including costs and expenses against, or be charged to or recoverable from the Township of Cavan Monaghan for any reason arising out of any injury sustained by Withers' employees while conducting curbside collection or transporting waste to the Bensfort Landfill Site except to the extent that they are due to the negligence, fault, or willful act of Township of Cavan Monaghan or any of its officers, employees or agents.

7. Insurance

7.1. Withers shall lodge with the Township of Cavan Monaghan, confirmation of Public Liability and Property Damage Insurance, insuring for the joint benefit of Withers and the Township of Cavan Monaghan, against any liability that may arise out of any work to be performed pursuant to this Agreement.

7.2. Such policy shall carry limits of liability in the amount to be specified by the Municipality, but in the event shall it be less than \$3,000,000.00 inclusive comprehensive general liability and such policy shall:

1. Contain a cross-liability clause;
2. Include the following names as insureds:
The Township of Cavan Monaghan
3. Contain a provision that the insurance Withers agrees to notify the Township of Cavan Monaghan 15 days prior to any cancellation or expiry of the said insurance policy.

7.3. Any certificate of coverage filed with the Township of Cavan Monaghan shall specifically contain confirmation that the coverage as specified in paragraph 7.2 above is in effect.

7.4. Withers shall, from time to time as required by the Township of Cavan Monaghan provide confirmation that all premiums on such policy or policies of insurance have been paid, and that the insurance is in full force and effect. Withers shall file a copy of the policy with the Municipality.

7.5. The issuance of such policy of insurance shall not be constructed as relieving the Withers from responsibility for other or larger claims, if any, and for which it may be held responsible.

7.6. Withers shall bear the risk and responsibility of any loss, damage or expense to the services provided hereunder or to itself of any nature and kind whatsoever arising from strikes or labour disputes.

8. Deficient Work

8.1. If any services, equipment, materials or workmanship furnished by Withers is defective or any aspect of performance of service is deficient the Township of Cavan Monaghan may in its sole discretion, in writing.

1. Require Withers promptly to remedy the defect or deficiency;
2. Suspend or terminate all or any part of the services effective upon the giving of the notice; or
3. Do both of the foregoing.

8.2. Costs to remedy such defects or deficiencies and any additional costs resulting there from shall be at Withers expense.

9. Suspension and Termination

9.1. The Township of Cavan Monaghan may, at any time, suspend or terminate any part of the service, including all remaining work for any justifiable reason whatsoever effective immediately upon notice to Withers. Withers shall continue to execute any part of the service not suspended or terminated.

9.2. In the event of termination, except for suspension, pursuant to Section 8 Deficient Work, Withers is entitled to full payment for the part of the service provided by it up to the effective date of such termination.

9.3. The Township shall not be liable to Withers for the loss of anticipated profit on the terminated portion or portions of the service.

9.4. If either party is in default of any of its obligations under this Agreement and fails to correct or commence and diligently pursue correction of such default within ten (10) days after having received notice thereof the non-defaulting party shall, in addition to any other rights which it may have at law or equity with respect or such default, be entitled to terminate this Agreement without further notice.

10. Assignment

10.1. Withers may not assign any of its rights or obligations under this Agreement without the prior written consent of the Township of Cavan Monaghan.

11. Entire Agreement

11.1. This Agreement constitutes the entire Agreement between Withers and the Township of Cavan Monaghan with respect to the subject matter hereof. There are no representations, warranties, terms, conditions, undertakings or collateral agreements, expressed, implied or statutory, between the parties other than expressly set forth in the Agreement.

12. Amendments and Waivers

12.1. No amendment to the Agreement will be valid or binding unless it is in writing and duly executed by the parties hereto. No waiver of any breach of any provision of this Agreement will be effective or binding unless it is in writing and signed by the party purporting to give such waiver and, unless otherwise provided, will be limited to the specific breach waived.

13. Further Assurances

13.1. The parties will, from time to time, execute and deliver all such further documents and instruments and do all acts and things as the other party may reasonable require to effectively carry out the provisions of the Agreement.

14. Governing Law

14.1. This Agreement is governed by and will be construed in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein.

15. Notices

15.1. Any notice or other communication which may be given by either of the parties to the Agreement to the other shall be deemed to have been given and received three (3) business days after such notice or communication is mailed by registered addressed in the in the case of:

Withers, to it at; P.O. Box 1667, Peterborough, ON K9J 7S4

Township of Cavan Monaghan, to it at; Municipal Office,
988 County Rd 10
Millbrook, ON L0A 1G0

15.2. The parties may change the above addresses by notice in writing in the manner hereinbefore provided. Any notice or other communication may also be given by delivery at the above addresses and shall be deemed to have been given and received at the time or such delivery.

In Witness Whereof each of the parties has duly executed this Agreement under the hands of its authorized signing officers.

Dated at _____ this ____ of _____, 2015.

Deanna Roberts, Withers Waste Management

Dated at _____ this ____ of _____, 2015.

Mayor Scott McFadden

Clerk Elana Arthurs

Schedule 'A'

1. For Residential Pickup - 2 bags maximum per household

Item	Estimated Number of Stops	Estimated Route Distance (Total)	Unit Price per Stop	Number of Collections per year	Total Annual Cost (Excluding HST)
Millbrook Ward	724	10.2 km	\$0.60	52	\$22,588.80
North Monaghan Ward	444	30 km	\$0.72	52	\$16,623.36
*Cavan Ward	1990	60 km	\$0.30	52	\$31,044.00

* This is a provisional item that could be added subject to budget and Council approval

By-law 2015-16 was passed on February 16th, 2015 authorizing the Mayor and Clerk to execute the Amending Agreement with Withers Waste Management. This reflects the addition of curbside collection in the Cavan Ward in the amount stated above.

2. For Commercial/Business Pickup – 4 bags maximum per business

Item	Estimated Number of Stops	Estimated Route Distance (Total)	Unit Price per Stop	Number of Collections per year	Total Annual Cost (Excluding HST)
Millbrook Ward	43	10.2 km	\$0.98	52	\$2,191.28
North Monaghan Ward	56	30 km	\$1.48	52	\$4,309.76

3. For Leaf and Brush pickup; twice yearly (spring and fall)

Item	Estimated Number of Stops	Estimated Route Distance (Total)	Unit Price per Stop	Number of Collections per year	Total Annual Cost (Excluding HST)
Millbrook Ward	724	10.2 km	\$0.73	2	\$1,600.00
North Monaghan Ward	444	30 km	\$0.73	2	\$1,600.00
Cavan Ward	1990	60km	\$1.99	2	\$2,000.00

4. For Bins at Transfer Station

Size of Bin	Number of Bins Required	Price per lift and haul 40km total trip distance (2 pickups/week)	Total Annual Cost (Excluding HST)
40 Yard	7	\$89.00	\$64,792.00
20 Yard	4	\$89.00	\$37,024.00

5. Price of pickup of Municipal Receptacles (7) located throughout downtown Millbrook, done weekly during Millbrook Curbside pickup.

Weekly Cost Per Bin: \$0.85 Yearly Cost Per Bin: \$44.20 Total Yearly Cost: \$309.40

Total Annual Cost for Services: Items 1-5

	Subtotal Cost	HST	Total Annual Cost
Year 1	\$153,038.60	\$19,895.02	\$172,933.62
Year 2	\$153,038.60	\$19,895.02	\$172,933.62
Year 3	\$153,038.60	\$19,895.02	\$172,933.62
Year 4*	\$153,038.60	\$19,895.02	\$172,933.62
Year 5*	\$153,038.60	\$19,895.02	\$172,933.62

* This is a provisional item that the contract will be extended subject to budget approval

Subtotal Cost for Years 1-3: \$459,115.80

On February 16, 2015 By-law 2015-16 was passed to approve and add curbside collection in Cavan Ward. This increases the price for years 2 and 3 in the amount of \$62,088.00=\$521,203.80

HST for Years 1-3: \$59,685.05 + \$8,071.49 = \$67,756.49

Total Cost for Years 2-3 \$588,960.29

The Township of Cavan Monaghan

By-law No. 2015-17

Being a by-law to confirm the proceedings of the meeting of the Council of the Township of Cavan Monaghan held on the 16th day of February, 2015

Whereas the Municipal Act, 2001, S.O., 2001, c.25, S.5, S. 8 and S. 11 authorizes Council to pass by-laws;

Now Therefore the Council of the Township of Cavan Monaghan hereby enacts as follows:

1. That the actions of the Council at its meeting held on the 16th day of February, 2015 in respect to each recommendation and action by the Council at its said meetings except where prior approval of the Ontario Municipal Board or other statutory authority is required are hereby adopted ratified and confirmed.
2. That the Mayor and Clerk of the Township of Cavan Monaghan are hereby authorized and directed to do all things necessary to give effect to the said actions or obtain approvals where required, and to execute all documents as may be necessary in that behalf and the Clerk is hereby authorized and directed to affix the Corporate Seal to all such documents.

Read a first, second and third time and passed this 16th day of February, 2015

Scott McFadden
Mayor

Elana Arthurs
Clerk